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Fox Metro Water Reclamation District
New Building or New Service Pre-Review Plan Checklist
www.foxmetro.org/business/engineering/

Please include this checklist with your submittal; showing completed items "checked off" or "n/a". Be sure all applicable items have been completed. We cannot begin reviewing your plans until all applicable items have been incorporated into the design.

1. Provide the name of the sanitary excavator who will install the proposed sanitary service. A \$25,000 License & Permit Bond is required. Call 630-301-6811 for details relating to bond requirements.
2. For meets & bounds parcels, provide a plat of survey (or a plat of re-sub. if applicable).
3. Provide an address for the proposed project.
4. Provide a detailed description of the use of this building. Tell whether or nor any non-domestic waste water will be discharged to the public sewer.
5. If <1,500 g.p.d. of wastewater discharge is estimated, provide calculations to support this. If >1,500 g.p.d. (or any non-domestic wastewater-schedule "N"), provide IEPA applications. To avoid a delay, this should be done ASAP.
NOTE: Schedule FTP (fast-track permit) applications are required where applicable. In addition, WPC-PS-1 shall accompany the FTP form.
6. Provide full set of signed & sealed architecture and plumbing plans.
7. Food Service Establishments:
 - Provide Health Department comment & approval letters. Provide the comments and approval letter when available. Health Department approval letter will be required prior to issuance of the Fox Metro permit.
 - Be sure to route ALL fixtures, with the exception of the washrooms, into the G.R.S. If required G.R.S. is < 1,000 gallons, show dishwasher to domestic line.
 - During our review, the Fox Metro W.R.D. engineering department shall determine the required size of the grease removal system.
 - Show a manhole on the exterior, with the domestic and grease lines converging at this point.

- On the grease line (g.r.s. with a single manway AND located within a paved area), show a full-sized cleanout with approved cleanout enclosure five feet (5') from the building. Call out its rim & invert elevations. As the inspection manhole will suffice for maintenance access, a cleanout is not needed on the domestic line.
8. Make sure current notice, general notes, manhole/pipe specifications, and applicable details are on the plans. All current notes and details can be found at: www.foxmetro.org/business/engineering/
 9. On all building sewers, call out the: length, 6" PVC SDR 26 and the slope.
 10. For building sewers greater than 100', show cleanout(s) at 100' maximum spacing.
 11. Reference the diameter and pipe type of the main to which the proposed service is connecting.
 12. At the point of connection to any existing public sewer, call out that an "Inserta-Tee brand fitting shall be used as method of connection". SDR 26 fitting to 4-20' deep. Deep Bury fitting when > 20'.
 13. For multi-tenant buildings, show a separate under-floor grease line to an approved exterior G.R.S.
 14. An existing non-PVC sanitary stub/service shall not be re-used for a new building. Show this existing building sewer (or stub) to be replaced with PVC within 1' of the public sewer or connected to public sewer with an Inserta Tee brand fitting, or lined per District specification.
 15. Flows shall enter all manholes at greater than or equal to 90 degrees from the downstream pipe.
 16. If any portion of a new private building sewer must be installed through a parcel owned by another party, a copy of an easement plat must be provided.
 17. Where the plans call out for adherence to the standards of state and local authorities, call out that adherence to the specifications of Fox Metro Water Reclamation District are also required.
 18. When designing a connection of a new 6" building sewer to an existing deeper manhole on a public sewer, do so showing one 6" connection only. Call out the new 6" invert reflecting matching the top elevations of the existing (< 15" dia. only) downstream pipe. Call out two 45 degree fittings with a maximum 45-degree slope between said fittings.