

# APPENDIX D

**Appendix D**

**Technical Review Checklist**

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**General Submittal Information**

1. Development Name: \_\_\_\_\_
2. Water Distribution / Sanitary Sewer Addition Submittal form received: Yes \_\_\_\_\_ No \_\_\_\_\_  
(Plan review shall not begin until the submittal form is received.)
3. Have copies of DOT / Utility rights-of-way permits and drawings been received:  
Yes \_\_\_\_\_ No \_\_\_\_\_ NA \_\_\_\_\_  
(Plans shall not be approved until all DOT / Utility rights-of-way permits and drawings are received.)
4. Have all off-site easements been received: Yes \_\_\_\_\_ No \_\_\_\_\_ NA \_\_\_\_\_  
(Plans shall not be approved until all off-site easements are received.)
5. Has a copy of the Soil and Water Technical review been received from City of Locust Grove or the Georgia Soil and Water Conservation Commission: Yes \_\_\_\_\_ No \_\_\_\_\_ NA \_\_\_\_\_  
(Plans shall not be approved until a copy of the Soil and Water Technical review is received.)

**Notes to Design Engineer**

1. Two (2) sets of plans are required to initiate the plan review process.
2. Four (4) sets of plans are required for plan approval.
3. Items marked "No" shall be submitted and/or corrected as indicated on checklist.
4. Items marked (redlined) on the plans shall be submitted and/or corrected as indicated.
5. Items marked "Yes" or "NA" (Not Applicable) require no further action.
6. Return redlined plans with each re-submittal.
7. As-built drawing shall be provided in digital format (Autocad 14 or as amended by the LGWSD) and one (1) reproducible hard copy.

\_\_\_\_\_  
Review by Engineering

\_\_\_\_\_  
Date

\_\_\_\_\_  
Review by Maintenance & Construction

\_\_\_\_\_  
Date

\_\_\_\_\_  
Review by General Services

\_\_\_\_\_  
Date

**Comments** \_\_\_\_\_  
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**General Plan Set Submittal Requirements**

1. Yes\_\_\_ No\_\_\_: Two (2) sets of plans submitted.
2. Yes\_\_\_ No\_\_\_: Plans submitted with Cover Sheet.
3. Yes\_\_\_ No\_\_\_: Utility Locate Note on every sheet including the cover sheet.
4. Yes\_\_\_ No\_\_\_: Site Plan submitted showing the overall Development including all phases.
5. Yes\_\_\_ No\_\_\_ NA\_\_\_: Grading Plan submitted.
6. Yes\_\_\_ No\_\_\_ NA\_\_\_: Storm Water System Plan submitted.
7. Yes\_\_\_ No\_\_\_ NA\_\_\_: Water Distribution System Plan submitted.
8. Yes\_\_\_ No\_\_\_ NA\_\_\_: Water Distribution System Details and construction notes on separate sheet.
9. Yes\_\_\_ No\_\_\_ NA\_\_\_: Sanitary Gravity Sewer System Plan submitted.
10. Yes\_\_\_ No\_\_\_ NA\_\_\_: Sanitary Gravity Sewer System Profile submitted.
11. Yes\_\_\_ No\_\_\_ NA\_\_\_: Sanitary Gravity Sewer System Details and construction notes submitted on separate sheet.
12. Yes\_\_\_ No\_\_\_ NA\_\_\_: Lift Station Site Plan submitted.
13. Yes\_\_\_ No\_\_\_ NA\_\_\_: Lift Station Electrical Site Plan submitted.
14. Yes\_\_\_ No\_\_\_ NA\_\_\_: Lift Station Details and construction notes submitted.
15. Yes\_\_\_ No\_\_\_ NA\_\_\_: Force Main Plan and Profile submitted
16. Yes\_\_\_ No\_\_\_ NA\_\_\_: Force Main Details and construction notes submitted
17. Yes\_\_\_ No\_\_\_ NA\_\_\_: Soil Erosion and Sedimentation Control Plan submitted.
18. Yes\_\_\_ No\_\_\_ NA\_\_\_: Soil Erosion and Sedimentation Control Details and construction notes submitted.
19. Yes\_\_\_ No\_\_\_: Design Engineer/Surveyor seal with their signature across seal on every sheet including detail sheets. Note: Surveyor for residential on-site work only.

**Comments** \_\_\_\_\_  
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**Cover Sheet Requirements**

1. Yes\_\_\_ No\_\_\_: Project Title shown.
2. Yes\_\_\_ No\_\_\_: Developer/Owner name, address, telephone and fax number shown.
3. Yes\_\_\_ No\_\_\_: Design Engineer name, address, telephone and fax number shown.
4. Yes\_\_\_ No\_\_\_: Name and telephone number of 24-hour Contact Person shown.
5. Yes\_\_\_ No\_\_\_: Source of Project Funding, agency name and project number shown.
6. Yes\_\_\_ No\_\_\_: Detailed Project Site Location Map with street names and North Arrow shown.
7. Yes\_\_\_ No\_\_\_: Drawing Sheet Index shown.
8. Yes\_\_\_ No\_\_\_ NA\_\_\_: Symbol Legend shown.
9. Yes\_\_\_ No\_\_\_: Land Lot(s), District and City shown.

**Site Plan Sheet Requirements**

1. Yes\_\_\_ No\_\_\_: North Arrow shown.
2. Yes\_\_\_ No\_\_\_ NA\_\_\_: Symbol legend shown.
3. Yes\_\_\_ No\_\_\_: Drawing scale shown.
4. Yes\_\_\_ No\_\_\_: Drawing to scale as shown.
5. Yes\_\_\_ No\_\_\_: Property owners' names adjacent to Development shown.
6. Yes\_\_\_ No\_\_\_: Number of lots or development units shown.

**Comments**

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**Water Distribution System Plan Sheet Requirements**

1. Yes \_\_\_ No \_\_\_ NA \_\_\_: Following statement included in water distribution system and/or sanitary sewer system notes: "The water distribution system and/or sanitary sewer system shall be installed in accordance with the approved plans and specifications contained within the LGWSD document titled, *Standard Specifications for Water Distribution Systems and Sanitary Sewer Systems*, Latest Edition.
2. Yes \_\_\_ No \_\_\_ NA \_\_\_: Plans indicated prepared using the following state plane coordinate system. Horizontal: NAD 83/94, Vertical: NGVD 88, Grid Zone: GA West 1002.
3. Yes \_\_\_ No \_\_\_: North Arrow shown.
4. Yes \_\_\_ No \_\_\_: Drawing scale shown.
5. Yes \_\_\_ No \_\_\_: Drawing to scale as shown.
6. Yes \_\_\_ No \_\_\_ NA \_\_\_: Symbol legend shown.
7. Yes \_\_\_ No \_\_\_ NA \_\_\_: Grading Plan shown in gray scale.
8. Yes \_\_\_ No \_\_\_ NA \_\_\_: Storm Water System Plan shown in gray scale.
9. Yes \_\_\_ No \_\_\_: Street(s) right(s)-of-way shown.
10. Yes \_\_\_ No \_\_\_ NA \_\_\_: 100-year flood plain contour and associated elevation shown.
11. Yes \_\_\_ No \_\_\_ NA \_\_\_: 25-foot State Waters Buffer shown.
12. Yes \_\_\_ No \_\_\_ NA \_\_\_: 50-foot State Water Quality Critical Area shown.
13. Yes \_\_\_ No \_\_\_ NA \_\_\_: Wetlands area shown.
14. Yes \_\_\_ No \_\_\_ NA \_\_\_: The proposed system is not situated on a legally or illegally established landfill.
15. Yes \_\_\_ No \_\_\_ NA \_\_\_: The proposed system will not service a structure situated over a legally or illegally established landfill.

**Comments** \_\_\_\_\_  
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**Water Distribution System Requirements**

1. Yes \_\_\_ No \_\_\_: Existing water main route shown and correct.
2. Yes \_\_\_ No \_\_\_: Existing water main pipe size shown and correct.
3. Yes \_\_\_ No \_\_\_ NA \_\_\_: Proposed water main/distribution system route shown.
4. Yes \_\_\_ No \_\_\_ NA \_\_\_: Proposed water design usage rate indicated for each connection.
5. Yes \_\_\_ No \_\_\_ NA \_\_\_: Structures requiring fire sprinkler systems are indicated.
6. Yes \_\_\_ No \_\_\_ NA \_\_\_: Fire sprinkler system design usage rate indicated.
7. Yes \_\_\_ No \_\_\_ NA \_\_\_: Connecting location of Development's proposed water main to existing water main shown and correct.
8. Yes \_\_\_ No \_\_\_ NA \_\_\_: Connecting location of Development's proposed single service connection to existing water main shown and correct.
9. Yes \_\_\_ No \_\_\_ NA \_\_\_: Note stating "Tapping saddle and tapping gate valve for connection to existing water main to be provided and installed by Developer.
10. Yes \_\_\_ No \_\_\_ NA \_\_\_: Proposed bore location(s) shown and correct.
11. Yes \_\_\_ No \_\_\_ NA \_\_\_: Proposed bore casing type, size, thickness and length shown and correct.
12. Yes \_\_\_ No \_\_\_ NA \_\_\_: Proposed water main located on north and/or east side(s) of street(s) and inside right(s)-of-way.
13. Yes \_\_\_ No \_\_\_ NA \_\_\_: Proposed water main pipe size, pipe material and pipe class shown and correct.
14. Yes \_\_\_ No \_\_\_ NA \_\_\_: Proposed water main depth indicated and correct.
15. Yes \_\_\_ No \_\_\_ NA \_\_\_: Proposed water main separated from sanitary sewer as follows. Horizontal separation: 10 foot min. Vertical separation: 18 inch min.
16. Yes \_\_\_ No \_\_\_ NA \_\_\_: Total length of pipe indicated and correct.

**Comments**

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- 17. Yes \_\_\_ No \_\_\_ NA \_\_\_: Total number of fire hydrants indicated and correct.
- 18. Yes \_\_\_ No \_\_\_ NA \_\_\_: Note stating "Water main pipe shall not be installed until curb and gutter is installed." shown.
- 19. Yes \_\_\_ No \_\_\_ NA \_\_\_: Proposed water meter/backflow assembly and associated easement for single service shown and correct. 20 ft by 30 ft minimum easement if assembly
- 20. Yes \_\_\_ No \_\_\_ NA \_\_\_: Proposed water meter/backflow assembly and associated easement for single service shown and correct. 20 ft by 30 ft minimum easement if assembly not within street right-of-way.
- 21. Yes \_\_\_ No \_\_\_ NA \_\_\_: Proposed fire meter/backflow assembly and associated easement for single service shown and correct. 20 ft by 30 ft minimum easement if assembly not within street right-of-way.
- 22. Yes \_\_\_ No \_\_\_: Structure(s) not within proposed easement(s). Structures shall not be located in any easement.
- 23. Yes \_\_\_ No \_\_\_ NA \_\_\_: Proposed service connection(s) location(s) to proposed water main shown and correct.
- 24. Yes \_\_\_ No \_\_\_ NA \_\_\_: Note indicating "Water service connections to water main and service lines to be installed by the Developer".
- 25. Yes \_\_\_ No \_\_\_ NA \_\_\_: Existing fire hydrant(s) shown and location(s) correct.
- 26. Yes \_\_\_ No \_\_\_ NA \_\_\_: Proposed fire hydrant(s) shown and location(s) correct.
- 27. Yes \_\_\_ No \_\_\_ NA \_\_\_: Proposed fire hydrant(s) spacing correct as measured along edge of pavement and as follows. Residential maximum spacing: 500 feet, Commercial maximum spacing: 300 feet.
- 28. Yes \_\_\_ No \_\_\_ NA \_\_\_: Proposed fire hydrant in cul-de-sac shown and location correct.
- 29. Yes \_\_\_ No \_\_\_ NA \_\_\_: Gate valves shown and valve size correct at proposed fire hydrants.
- 30. Yes \_\_\_ No \_\_\_ NA \_\_\_: Proper hydrant lead pipe size, pipe material and pipe class from water main.
- 31. Yes \_\_\_ No \_\_\_ NA \_\_\_: Proper location and number of valves at proposed main intersections shown.

**Comments** \_\_\_\_\_  
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- 32. Yes \_\_\_ No \_\_\_ NA \_\_\_ : Underground Utilities Locations Detail shown and conforms to LGWSD requirements.
- 33. Yes \_\_\_ No \_\_\_ NA \_\_\_ : Long Side Service Detail shown and conforms to LGWSD requirements.
- 34. Yes \_\_\_ No \_\_\_ NA \_\_\_ : Fire Hydrant Detail shown and conforms to LGWSD requirements.
- 35. Yes \_\_\_ No \_\_\_ NA \_\_\_ : Fire Hydrant in Cul-de-sac Detail shown and conforms to LGWSD requirements.
- 36. Yes \_\_\_ No \_\_\_ NA \_\_\_ : Valve Box Detail shown and conforms to LGWSD requirements.
- 37. Yes \_\_\_ No \_\_\_ NA \_\_\_ : Pipe Depth at Edge of Pavement Detail shown and conforms to LGWSD requirements.
- 38. Yes \_\_\_ No \_\_\_ NA \_\_\_ : Pipe Bedding Detail shown and conforms to LGWSD requirements.
- 39. Yes \_\_\_ No \_\_\_ NA \_\_\_ : Thrust Block Dimensions Detail shown and conforms to LGWSD requirements.
- 40. Yes \_\_\_ No \_\_\_ NA \_\_\_ : Thrust Restraint at Fitting Detail shown and conforms to LGWSD requirements.
- 41. Yes \_\_\_ No \_\_\_ NA \_\_\_ : Residential Water Meter and Meter Box Detail shown and conforms to LGWSD requirements.
- 42. Yes \_\_\_ No \_\_\_ NA \_\_\_ : Commercial Domestic Water Meter Detail shown and conforms to LGWSD requirements.
- 43. Yes \_\_\_ No \_\_\_ NA \_\_\_ : Fire Meter Detail shown and conforms to LGWSD requirements.
- 44. Yes \_\_\_ No \_\_\_ NA \_\_\_ : Combination Domestic/Fire Water Meter Detail shown and conforms to LGWSD requirements.
- 45. Yes \_\_\_ No \_\_\_ NA \_\_\_ : Water Meter Vault Detail shown and conforms to LGWSD requirements.

**Comments** \_\_\_\_\_  
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Lift Station – Page 1 of 4

**Lift Station Requirements**

1. Yes \_\_\_ No \_\_\_: Lift station site area shown on sanitary sewer system plan sheet and site location acceptable.
2. Yes \_\_\_ No \_\_\_: Access road to lift station site area shown on sanitary sewer system plan sheet and acceptable.
3. Yes \_\_\_ No \_\_\_: Sanitary sewer route to lift station site area shown on sanitary sewer system plan sheet and acceptable.
4. Yes \_\_\_ No \_\_\_: Lift station force main route shown on sanitary sewer system plan sheet and acceptable.
5. Yes \_\_\_ No \_\_\_: Potable water supply route to lift station site area shown on sanitary sewer system plan sheet and acceptable.
5. Yes \_\_\_ No \_\_\_: Potable water supply pipe is situated a minimum of 10 feet from the gravity sanitary sewer and sewer force main route.
6. Yes \_\_\_ No \_\_\_: Electrical service route to lift station site area shown on sanitary sewer system plan sheet and acceptable.
7. Yes \_\_\_ No \_\_\_: Electrical service to lift station site shown as being overhead or underground and 3-phase power.
8. Yes \_\_\_ No \_\_\_ NA \_\_\_: The proposed system is not situated on a legally or illegally established landfill.
9. Yes \_\_\_ No \_\_\_ NA \_\_\_: The proposed system will not service a structure situated over a legally or illegally established landfill.
10. Yes \_\_\_ No \_\_\_ NA \_\_\_: Lift Station electrical and mechanical components are situated above the 100-year flood elevation.
11. Yes \_\_\_ No \_\_\_: Radio path survey and SCADA recommendations submitted and approved.
12. Yes \_\_\_ No \_\_\_: Lift station site plan submitted and drawn to scale.
13. Yes \_\_\_ No \_\_\_: A minimum 40-foot by 40-foot site area is shown for the lift station.
14. Yes \_\_\_ No \_\_\_: A minimum 60-foot by 60-foot easement area is shown for the lift station.

**Comments**

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- 15. Yes \_\_\_ No \_\_\_: Edge of easement area extends 10 feet beyond all sides of the site area (i.e. if site area is 40 feet by 45 feet, then easement area is 60 feet by 65 feet).
- 16. Yes \_\_\_ No \_\_\_: A minimum 12 foot wide paved access road is shown.
- 17. Yes \_\_\_ No \_\_\_: A minimum 20 foot wide easement is shown for the access road.
- 18. Yes \_\_\_ No \_\_\_: Lift station enclosure situated a minimum of 5-feet from fence and location within site area acceptable.
- 19. Yes \_\_\_ No \_\_\_: Lift station concrete slab dimensions shown and acceptable.
- 20. Yes \_\_\_ No \_\_\_: Emergency generator situated a minimum of 5-feet from fence and location within site area acceptable.
- 21. Yes \_\_\_ No \_\_\_: Emergency generator concrete slab dimensions shown and acceptable.
- 22. Yes \_\_\_ No \_\_\_: SCADA tower situated a minimum of 5-feet from fence and location within site area acceptable.
- 23. Yes \_\_\_ No \_\_\_: SCADA tower and mast height indicated on plan.
- 24. Yes \_\_\_ No \_\_\_: Potential surrounding houses will not interfere with radio signal path.
- 25. Yes \_\_\_ No \_\_\_: Electrical stand situated a minimum of 5-feet from fence and location within site area acceptable.
- 26. Yes \_\_\_ No \_\_\_: Area security light location within site area acceptable.
- 27. Yes \_\_\_ No \_\_\_: Yard hydrant location within site area acceptable.
- 28. Yes \_\_\_ No \_\_\_ NA \_\_\_: Ground elevation is shown and is the same along the edges of the site.
- 29. Yes \_\_\_ No \_\_\_: Lift station site area shown with gravel and sloped away from wet well in accordance with LGWSD requirements.
- 30. Yes \_\_\_ No \_\_\_: Site area enclosed with 6-foot high fence with 12-foot double swing gate.
- 31. Yes \_\_\_ No \_\_\_: Plug valve shown in force main shown and within fenced site area.
- 32. Yes \_\_\_ No \_\_\_: Area between fence and edge of easement landscaped and materials acceptable.

**Comments**

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- 33. Yes \_\_\_ No \_\_\_: Electrical site plan submitted and drawn to scale.
- 34. Yes \_\_\_ No \_\_\_: Underground conduit routes to lift station components shown.
- 35. Yes \_\_\_ No \_\_\_: Below grade conduit shown as being rigid, schedule 40 PVC or galvanized steel.
- 36. Yes \_\_\_ No \_\_\_: At grade and above grade conduit shown as being galvanized steel.
- 37. Yes \_\_\_ No \_\_\_: Lift station pumps and housing detail submitted and conforms to LGWSD requirements.
- 38. Yes \_\_\_ No \_\_\_: Pump size and motor horsepower indicated on lift station pumps and housing detail.
- 39. Yes \_\_\_ No \_\_\_: Total Dynamic Head calculation submitted and correct.
- 40. Yes \_\_\_ No \_\_\_: Lift station system's operating curve plotted onto manufactures' pump performance curve.
- 41. Yes \_\_\_ No \_\_\_: A minimum 6-foot diameter wet well provided for lift station and shown on lift station wet well detail that conforms to LGWSD requirements.
- 42. Yes \_\_\_ No \_\_\_ NA \_\_\_: Wet well buoyancy calculation submitted and correct.
- 43. Yes \_\_\_ No \_\_\_: Lift station cycle time calculation submitted and each pump operates for 2 (two) to 5 (five) minutes per cycle and each pump starts/stops 3 to 5 times per hour.
- 44. Yes \_\_\_ No \_\_\_: Lead Pump On elevation shown and correct on lift station wet well detail that conforms to LGWSD requirements.
- 45. Yes \_\_\_ No \_\_\_: Lead Pump Off/Lag Pump Off elevation shown and correct on lift station wet well detail that conforms to LGWSD requirements.
- 46. Yes \_\_\_ No \_\_\_: High Water Alarm/Lag Pump On elevation shown and correct on lift station wet well detail that conforms to LGWSD requirements.
- 47. Yes \_\_\_ No \_\_\_: Generator kilowatt rating calculation shown and correct.
- 48. Yes \_\_\_ No \_\_\_: Generator transfer switch amp rating shown and correct.
- 49. Yes \_\_\_ No \_\_\_: Does lift station require flow meter?

**Comments** \_\_\_\_\_  
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- 50. Yes \_\_\_ No \_\_\_: SCADA tower base detail shown and conforms to LGWSD requirements.
- 51. Yes \_\_\_ No \_\_\_: Electrical panel stand detail shown and conforms to LGWSD requirements.
- 52. Yes \_\_\_ No \_\_\_: Lift station by-pass valve configuration detail shown.
- 53. Yes \_\_\_ No \_\_\_: Lift Station Pump and Housing Detail shown and conforms to LGWSD requirements.
- 54. Yes \_\_\_ No \_\_\_: Lift Station Wet Well Detail shown and conforms to LGWSD requirements.
- 55. Yes \_\_\_ No \_\_\_: Lift Station Wet Well Detail shown and conforms to LGWSD requirements.
- 56. Yes \_\_\_ No \_\_\_: Wet well lining material indicated.
- 57. Yes \_\_\_ No \_\_\_: Yard Hydrant Detail shown and conforms to LGWSD requirements.
- 58. Yes \_\_\_ No \_\_\_: Chain Link Fence Detail shown and conforms to LGWSD requirements.

**Comments** \_\_\_\_\_

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**Technical Review Checklist**

Force Main - Page 1 of 1

**Force Main**

1. Yes\_\_\_ No\_\_\_: Proposed force main route shown and acceptable.
2. Yes\_\_\_ No\_\_\_: Proposed force main 20 foot easement shown.
3. Yes\_\_\_ No\_\_\_: Structure(s) not within proposed easement(s). Structures shall not be located in any easement.
4. Yes\_\_\_ No\_\_\_: Force main depth indicated and correct.
5. Yes\_\_\_ No\_\_\_: Force main profile shown and correct.
6. Yes\_\_\_ No\_\_\_: Proper location and minimum spacing of combination air/vacuum release valve(s).
7. Yes\_\_\_ No\_\_\_: Proper type, size and model number of combination air/vacuum release valve(s) indicated.
8. Yes\_\_\_ No\_\_\_: Proposed discharge point shown.
9. Yes\_\_\_ No\_\_\_ NA\_\_\_: Proposed bore location(s) shown and correct.
10. Yes\_\_\_ No\_\_\_ NA\_\_\_: Proposed bore casing type, size and length shown and correct.
11. Yes\_\_\_ No\_\_\_: Proposed force main pipe size, pipe material and pipe class shown and correct.
12. Yes\_\_\_ No\_\_\_: Pipe Depth at Edge of Pavement Detail shown and conforms to LGWSD requirements.
13. Yes\_\_\_ No\_\_\_: Pipe Bedding Detail shown and conforms to LGWSD requirements.
14. Yes\_\_\_ No\_\_\_: Thrust Block Dimensions Detail shown and conforms to LGWSD requirements.
15. Yes\_\_\_ No\_\_\_ NA\_\_\_: Thrust Restraint at Fitting Detail shown and conforms to LGWSD requirements.
16. Yes\_\_\_ No\_\_\_ NA\_\_\_: Combination Air/Vacuum Release Valve shown and conforms to LGWSD requirements.
17. Yes\_\_\_ No\_\_\_ NA\_\_\_: Manhole at force main discharge point and next downstream manhole shown to be lined or coated.

**Comments**

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