



PLAN REVIEW CHECKLIST

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NOTE:

The plan review checklist is intended as a starting guide only to assist the developer's engineer in preparing a plan set that generally meets the District's requirements. The items noted in the plan review checklist are minimum requirements and do not fully reflect all items we considered during our review. Additional comments may be included on the redlined plans when returned to the developer's engineer, but they are not included in this checklist.

Engineer' Signature

Project Name: _____

Project Address: _____

Date of Plan Review Submission: _____

I, _____, a Professional Engineer duly
Licensed to practice in the State of Texas, have signed and sealed this development set of plans to serve the
referenced project and certify that the plan submission complies with this checklist of requirements as provided
by Bridgestone Municipal Utility District.

Engineer's Seal:

Engineer Company Name (if applicable): _____ Date: _____

Engineer Name (Please Print): _____

Engineer Signature: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone No.: _____ E-mail: _____

General

Provided			Requirement/Description
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A copy of the recorded plat for the tract must be provided.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Civil site plan submittals must include completed approval sheets from the Harris County Engineering Department and the Harris County Flood Control District. While County and City of Houston approvals are required for final plan approval, plans can be submitted to the District before obtaining these approvals.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bridgestone Municipal Utility District’s General Construction Notes must be shown on the plans. A copy of the General Construction Notes is enclosed in this checklist for your reference.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All sheets showing waterlines, sanitary sewer lines, or accompanying fixtures are subject to the District Engineer’s review and approval and must include the District Engineer’s signature block provided in Bridgestone’s General Construction Notes. The signature block should also be shown on the cover sheet if possible.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All civil site and interior plumbing sheets must be signed and sealed by a licensed Professional Engineer in the State of Texas, including the Firm Registration number. A licensed Professional Engineer, Landscape Architect, or Landscape Irrigator may sign landscape and irrigation plans.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The coversheet must include the site address, vicinity map, and sheet index.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All applicable civil site, interior plumbing, landscape, and irrigation plans must be included in a single submittal before review.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All proposed utilities and fixtures must match the civil site, interior plumbing, irrigation, and landscape plans, if applicable.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If any proposed utility encroaches on another entity’s easement, provide approval from the entity for the proposed encroachment via a recorded encroachment agreement, including recording information.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Suppose the development must pay an Existing Infrastructure Fee (“EIF”), as outlined in the development’s feasibility study. In that case, the EIF must be paid to the District before plan approval will be issued.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Suppose the development must pay a Park Contribution Fee (“PCF”), as outlined in the development’s feasibility study. In that case, the PCF must be paid to the District before plan approval will be issued.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All proposed easement encroachments, including, but not limited to, trees, shrubs, landscaping, paving, and monument signs, will need to be reviewed and approved by the District. An 11x17 encroachment exhibit, which clearly outlines, identifies, and labels all the proposed encroachments to the District’s easements, must be submitted for the District’s approval at their Board meeting. If the proposed encroachments are approved, an easement encroachment agreement must be prepared and executed before the encroachments are constructed or the Owner/Developer receives water and sewer service from the District. The cost associated with obtaining and recording any easements or encroachment agreements will be the full responsibility of the Owner/Developer. Once fully executed, the District’s attorney will record the encroachment agreement and provide you with copies for your records. A deposit of \$4,000 made payable to Bridgestone Municipal Utility District is required from the Owner to prepare and record the encroachment agreement. Without the deposits, the encroachment agreement will not be prepared.

Civil Sheets

Provided			Requirement/Description
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All proposed facilities must meet the latest City of Houston and Harris County design criteria.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The plans must clearly show all proposed pipe materials, line sizes, and flow line elevations.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing public water and sanitary sewer facilities must be clearly labeled as "Existing," "Public," and owned by "Bridgestone MUD."
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed private water and sanitary sewer facilities must be labeled "Proposed" and "Private."
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Show and label all existing or proposed easements, including recording information.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The development's connection to the District's existing waterline must be a TS&V connection and be performed "by the District's Operator at the owner's expense."
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A sanitary sewer tie-in to Bridgestone's sanitary sewer collection system must be at an existing manhole, or a new manhole must be proposed. If a new manhole is proposed, it must be installed using the doghouse method if Bridgestone's sanitary sewer line exists.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Domestic and fire waterlines must include a Reduced Pressure Zone backflow preventer.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clearly show and label sanitary sewer lines and waterline connections to each building.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide plan and profile drawings if a waterline or sanitary sewer line connection requires boring across street.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water meters must be located within an existing public waterline easement, public street right-of-way, or a public water meter easement dedicated to the District.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All sanitary sewer lines exterior to the building must be a minimum of 6 inches (6") in diameter.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A sample well will be provided in an accessible location with a 6-inch (6") inflow drop. Sample wells cannot be located in parking spaces, drive-thrus, etc. The sample well must be located downstream of the grease waste line and domestic sanitary sewer line convergence. See Park USA SWB-2 detail for an example of an acceptable sample well.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Any proposed water meter easements must be recorded before plan approval. Please prepare the metes and bounds for the proposed water meter easements and provide us with a copy for our review. Once approved, the District's attorney will prepare easement conveyance agreements for the Owner's execution. Once executed, the District's attorney will record the easement conveyance agreements and provide you with copies for your records. A deposit of \$4,000 made payable to Bridgestone Municipal Utility District is required from the Owner to prepare and record the water meter easement. Without the deposits, the easement conveyance documents will not be prepared.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Each proposed building must include a single waterline connection to the District's water distribution system with a separate water meter.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Each proposed building must include a single sanitary sewer line connection to the District's sanitary sewer collection system.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Commercial strip centers with multiple tenant spaces must install a minimum 2,500-gallon external grease trap. The proposed grease trap should be a multi-compartment concrete structure designed to handle traffic loading. Indoor grease traps, under-the-sink grease traps, and hydromechanical grease traps are not allowed. Signed and sealed grease trap sizing calculations must be provided. A grease trap waiver may be requested if a grease trap is not required for the development's intended use.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Add note: "All future tenants, including tenants moving into existing tenant spaces, must submit plans to Bridgestone Municipal Utility District for review and approval before plumbing modifications are made."

Interior Plumbing

Provided			Requirement/Description
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sanitary sewer, grease waste, and waterline connections and line sizes match what is shown on the civil site plans.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All interior sanitary sewer lines and grease waste lines are oriented with the direction of flow. All bends in the sanitary sewer lines must be less than 45°.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Each tenant space must have a sanitary sewer line, grease waste line, and waterline connection stub out.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All pipe materials and line sizes for sanitary sewers and hot and cold waterlines are labeled.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All sanitary sewer lines and cold and hot waterlines are labeled "existing" or "proposed".
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Interior plumbing plans must include riser diagrams showing water and sanitary sewer utilities and corresponding connections to fixtures.

Landscape & Irrigation

Provided			Requirement/Description
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Show and label all existing or proposed easements, including recording information.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No trees, shrubs, landscaping, paving, or monument signs are proposed inside an existing or proposed easement unless the Board has approved an encroachment request, and an encroachment agreement has been executed.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The irrigation water meter must be located within an existing public waterline easement, public street right-of-way, or a public water meter easement dedicated to the District.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Irrigation waterlines must include a reduced pressure zone backflow preventer.