



# CHATHAM COUNTY UTILITIES

Blake Mills, P.E., Director

Engineering and Construction • Water/Wastewater Treatment • Distribution

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January 17, 2023

Jacob Hudson, PE  
Project Designer  
CE Group  
301 Glenwood Avenue, Ste 220  
Raleigh, NC 27603

RE: Chatham Application for Approval of Engineering Plans and Specifications for Water Supply Systems  
The Retreat at Haw River  
Serial Number 12-00936

Mr. Hudson:

Attached is the Application for Approval of the Engineering Plans and Specifications for Water Supply Systems for the above noted project that has been signed by the County Manager.

After you receive Authorization to Construct approval from NCDEQ, you are required to do the following:

1. Meet requirements of Chatham County Public Utilities & Water Division General Procedures including, but not limited to Section 1.2.7 Fire Flow Requirements, Section 2.1 Responsibilities of the Design Engineer, Section 2.3 Construction Plan Requirements, Section 3.1 Preconstruction Conference, Section 3.3 Construction Inspection, Section 3.3.2 Specific System Minimum Requirements, Section 3.3.3 Final Inspection and Section 3.3.4 Follow-up Inspection.
2. Design Engineer to schedule Pre-Construction conference with Chatham County Water Inspector, Wayne Marsh, (cell 919-548-1437, email [wayne.marsh@chathamcountync.gov](mailto:wayne.marsh@chathamcountync.gov)). Provide two sets of Construction Drawings and Specifications five business days prior to the Pre-Construction conference. No construction shall commence on any water utilities until a Pre-Construction conference is conducted and Notice to Proceed is issued by Chatham County.
3. Following the Pre-Construction Conference, but prior to start of construction, the County Water Inspector shall field inspect all water materials to be incorporated into the work.
4. Design Engineer shall perform inspection of the water main extension and shall supply to Chatham County Utilities a record of all project inspection in the form of Inspection

Reports and a record of all water main testing including pressure test and sterilizations. Design Engineer shall contact Water Inspector with a least 48 hours' notice in advance of any water main testing, so that Chatham County may witness all tests.

5. Prior to Chatham County signing the Applicant Certification for NCDEQ-DWR, the Design Engineer shall submit two copies of the As-built Drawings for review and approval, Engineering Certification, copies of all Inspection Reports and test results for pressure and sterilization.
6. After NCDEQ-DWR has issued Final Approval, the Design Engineer shall coordinate a Final Inspection meeting with the County Water Inspector. Prior to the Final Inspection, two sets of paper As-Built Construction Plans, electronic PDF files and GIS files shall be submitted to the County Water Inspector at least ten days prior to the scheduled Final Inspection. The Final Inspection requires the attendance of the Design Engineer and the Contractor. All infrastructure, (i.e. valves, hydrants, etc.) will be operated and inspected to confirm they have been constructed in accordance with the Construction Drawings and specifications. Hydrants will be flow tested to compare with the Fire Flow Analysis and confirm they meet Chatham County's minimum fire flow requirements as per NFPA, as well as in accordance with the Design Engineer's Fire Flow Analysis. Grading around meters, valves, hydrants, etc. will be inspected. The County Inspector will make a Punch-list of any items to be corrected. No water service will be provided prior to the Final Inspection meeting.
7. After all Punch-List items have been corrected by the Contractor the Design Engineer shall coordinate a Follow-Up Inspection with the County Water Inspector. Should the Follow-Up Inspection prove that all Punch-List items noted during Final Inspection have been satisfactorily completed, Final Construction Approval can be issued by the Director of Public Utilities.
8. Developer shall provide a One-Year Warranty that shall begin on the Final Inspection date or the date that all Punch-List items have been satisfactorily completed, whichever, is the latter. The Developer shall sign the Chatham County Water Warranty document.
9. The Developer shall be responsible to coordinate an End of One Year Warranty Inspection to take place within 14 days prior to the End of the One Year Warranty date by contacting the County Water Inspector and scheduling an End of One Year Warranty Inspection. The end of One Year Warranty Inspection requires the attendance of the Developer, Contractor and the County Water Inspector. All infrastructure, (i.e. valves, hydrants, etc. ) will be operated and inspected to confirm they have been constructed in accordance with the Construction Drawings and Specifications. Grading around meters, valves, hydrants, etc. will be inspected. The County Inspector will make a Punch-list of any items to be corrected. Following satisfactorily completion of all Punch-List Items the County will issue an End of One Year Warranty Letter signed by the Director of Public Utilities.

If you have any questions or require further information please feel free to call me at 919 542-8270 or email at [chris.summerlin@chathamcountync.gov](mailto:chris.summerlin@chathamcountync.gov).

Chris Summerlin- *Chris Summerlin*  
Chatham County Assistant Public Utilities Director