



Tap Termination Permit Checklist – Form TERM

Tap Termination Drawing		Check if Included	PWSA Use Only
1.	Acceptable Drawing size: (minimum 8½”x 11” to maximum 24” x 36”)	<input type="checkbox"/>	
2.	Drawn to scale and readable with a North arrow.	<input type="checkbox"/>	
3.	Drawing includes a plan view of the site.	<input type="checkbox"/>	
4.	Existing building footprint is displayed in plan view.	<input type="checkbox"/>	
5.	Existing manholes and wyes are shown by stationing.	<input type="checkbox"/>	
6.	Drawing shows existing sewer and water mains where the tap(s) will be terminated stationed from PWSA Manhole / Water Valve / Other.	<input type="checkbox"/>	
7.	Service lines to be abandoned are shown as dotted lines.	<input type="checkbox"/>	
8.	Location and size of abandoned service lines are displayed.	<input type="checkbox"/>	
9.	Applicable termination details must be shown.	<input type="checkbox"/>	
10.	Existing and proposed rights-of-way are shown.	<input type="checkbox"/>	
11.	Lot lines and lot sizes are displayed.	<input type="checkbox"/>	
12.	Existing and proposed streets and roadways are shown.	<input type="checkbox"/>	
13.	Sizes of existing PWSA facilities are displayed.	<input type="checkbox"/>	
14.	Existing PWSA facilities are labeled by type (i.e., storm sewer, sanitary sewer, combination sewer, water main)	<input type="checkbox"/>	
15.	A Title Block is present on each drawing and includes the name of the applicant, service address, and the date. (as directed)	<input type="checkbox"/>	
16.	Sewer Televising CD/DVD with Logs for verification	<input type="checkbox"/>	