

**Document Submittal Requirements ALL SUBMITTALS ARE TO BE IN DIGITAL FORM** Partial submittals will not be accepted (JAN-2025)

Required (X)	Annexation	Discovery	Water Service Acknowledgement	Single Family Residential Service	Commercial Service	Main Extension/ Commercial with Main	Subdivision/ Multi-family	Fire Service Only	
Initial Review Fee	Contact New Construction	Contact New Construction	\$400	\$600	\$2,000	\$3,900	\$5,300/phase	\$800	
Proof of Ownership (Copy of Deed or Title Report)	X	IF AVAILABLE		X	X	X	X	X	
Owner's Signature Page	X			X	X	X	X	X	
Owner's Affidavit (ONLY if appointing third party agent)	X		X	X	X	X	X	X	
Tentative Map Plans per City/ County Requirements	IF AVAILABLE		X						
Official Plat or Parcel Map							X		
Full Civil Set				X	X	X	X		
Approved Fire Hydrant Locations, Demand & Duration				X	X	X	X	X	
Landscape & Irrigation Plans with Separate Irrigation Demands					If Applicable	X	X	X	
Water Design (W-1)				X	X	X	X	X	
AutoCAD Files of Civil Set				X	X	X	X	X	
Plumbing, Architectural Floor & Mechanical Plans							X	X	Required for all Multi-family

**Notes:**

1. Refer to the Application Process Outline document for clarifications on project types.
2. Check, cash or money order only. Final project costs will be assessed at time of Water Service Agreement issuance in accordance with TMWA's current Rate Schedules.
3. Discovery findings are preliminary in nature and are based on the quantity and accuracy of the data received. Contact Project Coordinator for fee determination. Level 1 fees are reflected above. Level 2 fees are \$7,000. Additional information will be required for Level 2.
4. In addition to the required submittal items defined on the Portal above are also required. The above requirements are a minimum; additional information may be necessary depending upon the project complexity.
5. Must be stamped and digitally signed. See Nevada Board of Professional Engineers and Land Surveyor's digital signature guide found at <http://www.nvbpe.org>
6. All Water Facility plan sets shall be 36" x 24" or 34" x 22". Water Facility plans on larger formats will not be accepted.
7. All CAD files shall follow industry standard layer controls and include separate layers for the following, at a minimum:
  - o Property Lines
  - o Limits of Paving (curb/gutter/sidewalk)
  - o Building Footprints
  - o Easements
  - o Curb and Building Pad Elevations
  - o Proposed Utility Piping
8. For questions regarding required documents please contact us at [newconstruction@tmwa.com](mailto:newconstruction@tmwa.com).
9. Projects that include a Pressure Regulating Station must include \$3,200 per station for Engineering and Lands Fee with initial submittal.