



## Department of Water and Power

Service Center • 200 N. Wilson Avenue • Loveland, CO 80537  
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[www.cityofloveland.org](http://www.cityofloveland.org)

### Water Service Design Drawing Instructions:

1. The attached plan shall be used as an example for design and installation of domestic water services when design and installation are not included in final PICP's. The plan is available from the Department, in PDF or AutoCAD .dwg format. The plan shall reflect each project location; however, all title blocks, title block wording and title block format shall remain unchanged.
2. The preference is that these Drawings are prepared by a licensed Civil Engineer in the State of Colorado; however a well qualified individual may also prepare and submit these plans. Generally, the plan shall conform to the most current applicable chapters in the Department's "Water and Wastewater Development Standards".
  - a) The plan shall be a scale drawing depicted on an 11" x 17" sheet or a standard 24" x 36" sheet.
  - b) The plan shall depict all existing and proposed improvements normally associated with final PICP's. This includes, but shall not be limited to, the following data:
    - a. All existing wet and dry utilities,
    - b. Existing and proposed surfaces (roadway, curb, gutter, and sidewalk),
    - c. Existing and proposed Landscape features (trees, bushes) and Fences,
    - d. Right-of-way, property lines, and existing utility easements,
    - e. Name of recorded subdivision, lot & block and address,
    - f. Horizontal dimensions from property line to the proposed water meter pit,
    - g. Any other data necessary to clearly support the installation and design of the proposed water service and meter.
2. Email a PDF of the drawing to the Water Division ([melissa.morin@cityofloveland.org](mailto:melissa.morin@cityofloveland.org)) for review and comment.
3. Once the drawing has been approved by the Division, you will be provided a copy and notified that you can pay any fees.
4. System Impact, Water Rights, Tapping and other fees may be due and will be required to be paid prior to scheduling any wet tap with the Water Division.