

## **Residential Contractor and Development Plan Submittal Procedure**

In an effort to streamline plan review and minimize unnecessary waste, Regional Utilities is hereby requesting that all plans be submitted electronically. You may submit them to the following email: [engplanreview@regionalutilities.net](mailto:engplanreview@regionalutilities.net). This will be forwarded to the Engineering Manager, Project Engineer, and Engineering Administrative Assistant. Please make sure to include the Fixture Value Worksheet which can be found at [www.regionalutilities.net](http://www.regionalutilities.net) under customer service tab, sub tab customer service documents. Your plans will be reviewed in the order that they were received. Once the plans are reviewed you will receive a call to schedule an appointment for payment and pick up.

Thank you for your cooperation.