



Permit For Utility Service

Public Works Department • PO Box 128 • Longview, WA 98632 • (360) 442-5200

THE APPLICANT SHALL COMPLETE SECTIONS 1 THROUGH 5. After this application is reviewed by the Community Development Department and the Fire Marshal, it will be forwarded to the Utilities Administrator to determine utility fees.

SECTION 1 – GENERAL

Date of Application	Project Description
Name of Owner	Site Address
Billing Address	
City, State, Zip Code	Contact Person
Telephone Number	Telephone Number

SECTION 2 – TYPE OF FACILITY

Single Family	☐	Project Location/City Limits:	Inside	☐	Outside	☐	*
Duplex	☐	NEW Service Requested:	WATER	☐	SEWER	☐	
Multiple Family	☐	LEGAL DESCRIPTION (REQUIRED):					
Commercial	☐						
Number of Units	☐						

* Per Section 5 (7) below, is parcel adjacent to a city boundary line? Yes ☐ No ☐

SECTION 3 – WATER SERVICE

Size of Meter Required (Check One)

☐ ¾"	☐ 1"	☐ 1½"	☐ 2"	☐ 3"	☐ 4"	☐ 6"	☐ Other
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Other Services:

Fire Sprinkler System	☐	Irrigation System	☐	Fire Hydrant	☐
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SECTION 4 – SEWER SERVICE

Number of Connections	☐	Size of Service if other than the Standard 6-inch	☐
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SECTION 5 – AGREEMENT

The undersigned developer/owner, by the signature given, indicates that all conditions stated in this Utility Permit are understood and agreed to:

1. A building permit will not be issued until all utility permit fees have been paid. In addition, a right-of-way permit must be obtained from the City Engineer's office, or the County Public Works Department, prior to commencing any construction activities within the public right-of-way.
2. A site plan must accompany this application, or be on file with the City. The site plan should identify adjacent streets, known utilities in the area, etc.
3. Prior to any work commencing within the public right-of-way, the developer/owner shall contact the City Water & Sewer Superintendent (360-442-5700) 48 hours in advance for a field visit, inspection of materials, location of water and sewer lines, etc.
4. All services must be installed and approved before any meters are installed by the City.
5. All connections to City utilities shall conform to the requirements of the City's plumbing code.
6. All on-site fire protection systems are required by ordinance to be metered. The developer/owner is required to provide a vault and an approved backflow preventer to be located at the main. The backflow preventer and vault shall conform to standards available at the Utilities Department. All fire services are to be stubbed out to the property line. The developer/owner will install per City specifications, and shall contact the City prior to backfilling to allow for inspection.
7. If the parcel requesting water/sewer service is outside the city limits and is directly adjacent to an existing city boundary line, the applicant shall have the parcel annexed into the City. If the parcel requesting water/sewer service is located in the county (not adjacent to the city boundary line), the applicant shall sign an agreement to have the parcel annexed into the City should the need require it in the future. If the parcel is within the city limits, this requirement does not apply.

DEVELOPER/OWNER _____

(Failure to sign this permit or fill out all sections above may result in this permit being returned)

This Side For City Use Only

SECTION 3A – WATER CHARGES

Set- In Fee (411-00-343-90-00-002-4401)		Capital Recovery Charge (412-00-379-10-00-001-4407)	
Inspection Fees (411-00-343-90-00-003-4402)		System Development Charge	
Other		Other	
Total Water Charges			

SECTION 4A – SEWER CHARGES

Service Area:		East:		West:	
Capital Recovery Charge (417-00-388-10-00-001-4410)		System Development Charge EAST: (416-00-389-00-00-101-4409)			
Inspection Fees (416-00-343-90-00-003-4408)		System Development Charge WEST: (417-00-379-10-00-002-4411)			
Other		Other			
Total Sewer Charges					

SECTION 6 – FIRE SERVICE

Type of Backflow Preventer Required: (Type of backflow preventer shall be determined by the Water/Sewer Superintendent)		Double Check Detector Assembly at the Property Line:	
		Reduced Pressure Detector Assembly at the Property Line:	
Fire Protection (411-00-343-90-00-005-4404)		Fire Hydrant Installation (411-00-343-90-00-004-4403)	
Off-Site Hydrant		Fire Hydrant Consumption (411-00-343-90-00-007-4405)	
Total Fire Charges			

SECTION 7 – COMMENTS

SECTION 8 – APPROVAL

Utility Administrator _____	Date _____	TOTAL UTILITY FEES _____
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