



City of Richmond, Virginia

Department of Public Utilities Development Services Office

APPLICATION FOR NEW WATER AND / OR SEWER SERVICES/INFRASTRUCTURE

DPU Development Services 900 E Broad Street [Room 115] Richmond, VA 23219 (804) 646-8544 DPU.DevelopmentServices@rva.gov

Property Information

Application Date: _____

Address: _____

Parcel ID / Project Name [if applicable]: _____

Property Owner[s]: _____

Contact info: Phone/email: _____ / _____

Billing Address: _____

Applicant Information:

Name: _____

Contact info: Phone/email: _____ / _____

Billing Address: _____

Proposed site use: Single Family Residential _____
 Commercial [including Apartments] _____ If Apts, number of units _____
 Industrial/Manufacturing _____

- Does the site have access to existing public water and sanitary sewer mains? _____ If no, an extension of the public system[s] as applicable would be required at the expense of the owner/builder/developer

WATER:

- Does site have current or previous public water service [domestic and/or fire]? _____
 ○ If "YES" what is size of existing/previous domestic water meter[s]? _____

SANITARY SEWER:

- Does site have current or previous public sewer service? _____
 ○ If "YES" what is size of existing sanitary sewer lateral? _____ Unknown

COMMERCIAL/INDUSTRIAL INFORMATION REQUIRED [Meter sizing form and ISO calcs must be shown on plans]

NOTE: all commercial properties are required to have an RPZ backflow prevention device on the domestic water service in accordance with DPU Cross Connection Standards

- Are there any associated plans or permits that have been issued or that are under review by the City for this location? _____
 ○ If "yes", please list: _____

Engineer Information:

Name/Firm: _____ / _____

Contact info: Phone/email: _____ / _____



APPLICATION FOR NEW WATER AND / OR SEWER SERVICES/INFRASTRUCTURE

WATER:

- What is the domestic water demand for the new/proposed use? _____ gpd _____ gpm

Comments: _____

- What is the fire water demand for the new/proposed use? _____ gpd _____ gpm

Comments: _____

- Will any existing water services be reused? _____

Comments: _____

- Is/are new water service[s] required for domestic use? _____ If yes, what size meter[s]?

- Is/are new water service[s] required for fire use? _____ If "yes", what size meter[s]?

- Will additional fire hydrants be required to meet applicable ISO and Fire Code requirements? _____

- If "yes", how many _____

Comments: _____

- Is a new water service required for irrigation use? _____ If "yes", what size meter[s]?

SANITARY SEWER:

- What is the expected wastewater [sanitary sewer] discharge for the new/proposed use? _____ gpd

- Is a new sanitary sewer service required? _____ If "yes", what size lateral? _____

STORM SEWER:

- What is the expected storm water discharge for the new/proposed use? _____ gpd

- Does this exceed the current/pre-existing conditions? _____

- Is a new storm water connection to the existing public system required? _____

- If "yes", what size lateral/connection? _____

Comments: _____

For Commercial/Industrial/Manufacturing applications a civil site plan or detailed sketch, inclusive of a completed meter sizing form in electronic format [pdf], must be provided for all proposed water and sewer installations.

A minimum of 45 days after plan/application approval, inclusive of the payment/receipt of any associated fees, should be allowed for any DPU installations.

By signing this form, I hereby agree to be liable for, and to pay the charges for, the water and sewer services as may be required according to the applicable City Code; and further certify that I understand the DPU's and my responsibilities and that the information I have provided is true and accurate to the best of my knowledge.

Name [Print] : _____ Position/title: _____

Signature: _____ Date: _____



DPU Billing Request Form for Water/Sewer Permit Applications

City of Richmond, Virginia – Department of Public Utilities Development Services Division

900 E. Broad St., Room 115 Richmond VA 23219

Office: 804-646-8544

Fax: 804-646-3199

Email Address: DPU.DevelopmentServices@rva.gov

SERVICE ADDRESS: _____

PROJECT NAME: _____

CURRENT ACCOUNT NUMBER [IF APPLICABLE]: _____

[Note: provide only if you wish the billing to remain to the same service address listed above]

COMMERCIAL ACCOUNTS

Company Name: _____

Federal Tax ID #: _____

Billing Address: _____

City, State, Zip Code: _____

Billing Phone Number: _____

Billing Email Address: _____

RESIDENTIAL ACCOUNTS

First Name: _____ **Last Name:** _____

Driver's License Number OR Last 4 of SSN _____

Billing Address: _____

City, State, Zip Code: _____

Billing Phone Number: _____

Billing Email Address: _____