



# Application for Utility Plan Review

Permit # \_\_\_\_\_

Parcel ID: \_\_\_\_\_

Please review the **Policy for providing Water and Wastewater service to future Public OR Private land development projects or properties** and the **WATER AND WASTEWATER SERVICE CONNECTION PERMITTING POLICY.**

**The purpose of the sketch plan review is to acquaint the Richmond Water Resources Department with the intent of a water and wastewater system installation at an early stage in the design process. This review is required in order to receive a Utility Connection permit.** Other federal, state and local permits or approvals may additionally be required, it is the duty of the applicant to obtain all relevant and applicable approvals. To inquire about State permits contact the State Permit Specialist at 477-2241.

Application Date: \_\_\_\_\_ Physical Address of Property: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Property Owner Name: \_\_\_\_\_

Applicant Mailing Address: \_\_\_\_\_ Owner Mailing Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Email: \_\_\_\_\_

Brief description of Project: \_\_\_\_\_

\_\_\_\_\_

In addition to this completed application form please provide the following:

Orthophoto map(s) or other referencing materials with the subject area defined;

a sketch plan of the parcel, proposed development, and proposed water and wastewater system;

Signatures: The undersigned hereby certifies this information to be complete and true.

_____	_____
Applicant Signature	Property Owner Signature
Date	Date

— DO NOT WRITE BELOW THIS LINE—OFFICE USE ONLY—DO NOT WRITE BELOW THIS LINE—OFFICE USE ONLY—DO NOT WRITE BELOW THIS LINE—OFFICE USE ONLY —

Received by Zoning Administrative Officer (date and initial): \_\_\_\_\_ Fee: Public \$145 Private \$175

Received by Water Resources Superintendent (date and initial): \_\_\_\_\_

**Conditions Set by Richmond Water Resources Department (please attach further documentation if needed):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Allowed to apply for Utility Connection Permit: YES or NO Superintendent Signature:** \_\_\_\_\_

**Public or Private System (circle one): PUBLIC PRIVATE Superintendent Signature:** \_\_\_\_\_

**TOWN CLERK'S OFFICE** Received for Record: \_\_\_\_\_ A.D. \_\_\_\_\_ At \_\_\_\_\_ o'clock \_\_\_\_\_ minutes \_\_\_\_\_ M

And Recorded in Book: \_\_\_\_\_ page \_\_\_\_\_ Attest: \_\_\_\_\_

