



WASHOE COUNTY ENGINEERING & CAPITAL PROJECTS
SEWER UTILITY TAP PERMIT APPLICATION

SECTION A – WASHOE COUNTY UTILITY TAP CONDITIONS

AN ELECTRONIC SUBMITTAL IS PREFERRED PLEASE E-MAIL COMPLETED FORM TO UTAP@WASHOECOUNTY.US

The undersigned is hereby applying for a permit to connect the subject property to the municipal sewer collection system. This permit is subject to the requirements outlined in Washoe County's Requirements and Schedule of Rates and Charges and Pretreatment Program for Sanitary Sewer Service Ordinance No. 1615, Washoe County Development Code, Washoe County Gravity Sewer Collection Design Standards, Washoe County Standard Details and the following permit conditions as noted below:

- 1. ACCEPTANCE OF THE PROVISIONS: It is understood and agreed by the Permittee that all conditions have been read and understood. The Permittee agrees to comply with all conditions.
2. ACQUISITION OF PERMIT: A Utility Tap Permit shall be obtained prior to connecting to the municipal sewer system. The property owner is required to obtain a contractor that is licensed, bonded, and insured to do work for Washoe County.
3. OTHER PERMITS: The Permittee is responsible for obtaining any necessary Occupancy Permits from the jurisdiction responsible for the Right-of-Way.
4. PERMIT TO REMAIN ONSITE: The Utility Tap Permit issued by the Community Services Department must be made available at the job site at all times during construction.
5. CONNECTION CHARGES: The property is subject to sewer connection charges outlined in Section 6.1 of Ordinance No. 1615.
6. GPS REQUIREMENT: Per NRS Section 455.131 all sewer laterals shall be locatable.
7. INSPECTION SERVICES FEES: Inspection services are based on time charged by inspectors for work performed.
8. USER RATE FEES: It is the responsibility of the property owner to ensure they pay their sewer bill after connecting to system regardless whether a bill is received, per Section 7.12 of Ordinance No. 1615.
9. APPLICATION SUBMISSION: Deliver application to Engineering and Capital Projects staff including \$1,500 inspection services deposit.
10. INSPECTION NOTIFICATION: The Permittee shall notify Washoe County Inspection Services 48 hours prior to performing any work on this permit by calling 775-954-4601 to schedule an inspection.
11. PENALTIES: Failing to follow these provisions will result in code enforcement being notified and may result in a fine to be not more than one thousand (\$1,000) dollars.

I, the undersigned, certify that I have fully read and understand the above Section A – Washoe County Utility Tap Conditions and will comply with the conditions and requirements as set forth:

Signature: _____ Printed Name: _____ Date: _____



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SECTION B - APPLICATION FORM

\$1,500 inspection deposit due at the time of application.

Make Check Payable to Washoe County Treasurer.

Inspection deposit will be held and billed to the property owner only.

Application Submitted By (print):

PROJECT OWNER INFORMATION (Legal Name and Address for Owner Required)

Name, Mailing Address, City, State, Zip Code, Phone, Cell, Attn, Email, Fax

CONTRACTOR INFORMATION (Required)

Name, Mailing Address, City, State, Zip Code, Phone, Cell, Attn, Email, Fax

ARCHITECTURAL OR ENGINEERING FIRM (Optional)

Name, Mailing Address, City, State, Zip Code, Phone, Cell, Attn, Email, Fax

PROJECT INFORMATION (must have APN & address issued prior to applying for service)

Service Address, Suite, City, State, Zip, Assessor Parcel # (APN), # of Units

Brief Project Description (Required)

Blank lines for project description

Are there auxiliary water sources on the project site? (Required)

Well on Property: Yes No Abandoning Septic System: Yes No

FOR INTERNAL USE ONLY

Project Name Submitted By:

Sewer System: Submitted Date:

