

Subdivision Utility Service Application

Checklist & Fees

1. Complete the attached application including all required signatures.
2. Submit a digital sketch or map identifying the location of the property with a North arrow.
3. Submit one (1) digital set of the primary plat and construction drawings and any support materials identifying all utilities on and adjacent to the property. Plans should:
 - a. Be in PDF format
 - b. Be stamped by a Professional Engineer
 - c. Show the street location(s) and profiles with the public utility lines and the proposed utility connections to an existing utility line or stub
 - d. Include average and peak flow calculations
4. Any required easements shall be provided to gain access to utility infrastructure and recorded prior to final approval.
5. Pending review of the proposed plans, NineStar will determine if the application is approved, declined, or needs further changes or information. Prior to approval, a final invoice with all required fees will be sent to the applicant. Once payment has been received, NineStar will issue the application approval.
6. See NineStar Connect's **Water & Sanitary Sewer Rules & Standards** Section 1 – General Requirements for more detailed information and Permit and Insurance requirements.
7. Upon completion of construction, submit the following additional completed documents:
 - a. One (1) complete digital set of as-built drawings in PDF, and shapefile (.shp), and AutoCAD (DWG) file formats.
 - b. Release of Liens
 - c. Maintenance Bond
 - d. Transfer of Ownership

Water & Sanitary Sewer

Fee Type	Engineering	Administrative
Plan Review	\$400 – first 3 hours \$105/hr after	\$150
Construction Inspection Fee	--	\$75/EDU/service
Lift Station/Booster Station Plan Review	\$400 – first 3 hours \$135/hr after	\$150
Re-Review	--	\$75/hr





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CONNECT

Providing Infrastructure for Communities to Thrive

MAIN OFFICE

2243 East Main Street | Greenfield, IN 46140
P 317.326.3131 | F 317.326.2289

Please type or print legibly and complete all sections.

Applicant

Name: _____
Company: _____
Address: _____
City/Town: _____ State: _____ Zip: _____
Contact Phone: _____ E-mail address: _____

Property Owner-Please complete if other than applicant

Name: _____
Address: _____
City/Town: _____ State: _____ Zip: _____
Contact Phone: _____ E-mail address: _____

Property Location: Attach map that indicates the location of the subject property to this application.

Legal Description: To be separate sheet included with this application.





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Property Owner Authorization to Seek Utility Service:

I/We, _____, do hereby certify that I/We am/are the owner(s) of the property described above and on the attached legal description, and do hereby freely and voluntarily authorize and give consent to the above named applicant to seek utility service from NineStar Connect for said described property.

I (We) also understand that the application fee does not include the fees associated with engineer review and/or construction management review and required inspections. Fees for engineer review and/or construction management review and required inspections are the direct responsibility of the applicant payable directly to the engineering firm(s) specified by NineStar Connect at rates set out by various agreements and/or included in this application, for services, inspections, reports, and the like required by the utility.

Date

Signature of Owner(s) or Agent

Date

Signature of Owner(s) or Agent

STATE OF INDIANA }
 } SS:
COUNTY OF _____ }

Subscribed and sworn to before me this _____ day of _____, 20____

Notary Public: Signature

Notary Public: Printed Name

My Commission Expires: _____

Residing in _____ County



Developer Proposal to Construct and Dedicate Water & Sewer Facilities

Project Name _____

Date _____

Owner/Developer _____

Engineer Company _____

Contact Name/No. _____

Contact Name/No. _____

Address _____

Address _____

City/Zip Code _____

City/Zip Code _____

Single Family-No. of Lots _____

Multifamily-No. of Units _____

Commercial-No. of Parcels /Units _____

PROPOSED INFRASTRUCTURE

PROPOSED INFRASTRUCTURE					
WATER MAINS			SEWER – GRAVITY/FORCE MAIN		
Size	Type	Linear Foot	Size	Type	Linear Foot
WATER VALVES			SEWER MANHOLES		
Size	Type	Quantity Each	Size	Type	Quantity Each
WATER HYDRANTS			SEWER LIFT STATION		
Size	Type	Quantity Each	Property Address		
WATER SERVICES			SEWER LIFT STATION STRUCTURE		
Size	Type	Quantity Each	Area Dimensions		
AIR RELEASE VALVES			SEWER LIFT STATION STRUCTURE		
Size	Type	Quantity Each	Fence		
MISCELLANEOUS			SEWER SERVICES		
			Size	Type	Quantity Each



The undersigned Owner/Developer (the "Developer") hereby expresses its intent to construct, for the above-described development, water and sewer facilities (the "Facilities") represented by the attached plans and specifications and upon completion, to dedicate them to NineStar Connect.

As a condition to NineStar Connect acceptance of these Facilities, our engineer will coordinate all phases of design and construction with NineStar Connect. In addition, we will notify NineStar Connect at least three (3) working days prior to start of construction of the Facilities. NineStar Connect shall be automatically vested with the right to enter upon the Developer's property for the purpose of inspecting construction of the Facilities throughout the progress of the project.

Upon completion, Developer will furnish record drawings of the completed work and agrees to submit a "Dedication of Infrastructure" acceptance package to NineStar Connect, legally transferring the improvements at no cost to NineStar Connect. Developer understands that if NineStar Connect finds that the completion of the work based upon the record drawings and inspections by NineStar Connect complies with their *Water and Sanitary Rules & Standards* and all conditions of extension of service are met, the work will be approved for Final Acceptance by NineStar Connect. Conditions of extension of service shall include receipt of all documents as noted in the *Water and Sanitary Rules & Standards* at the time of completion of construction, which may include review of asset utilization and/or details regarding occupancy of project.

Developer understands that the infrastructure remains a privately owned system and the Developer is responsible for the operation and maintenance, which may include any repairs or relocation expenses. Developer understands that the warranty for the system begins on the date the acceptance letter is written by NineStar Connect and extends for a period of one (1) year from that date plus additional time per any required Maintenance Bond. In addition, NineStar Connect will be unable to provide any of the infrastructures as a point of connection for any new construction or perform locates of service until the transfer of ownership is complete.

Developer acknowledges receipt of the *Water and Sanitary Rules & Standards* outlining the steps necessary for this construction and agrees to adhere to those procedures as a condition to receiving NineStar Connect services. Developer also agrees that should the project utilize capacity provided by a previous project which is the subject of a cost recovery program, we will pay any and all fees due thereunder.

Developer has investigated and disclosed all existing easements within the property and provided that information to the design engineer for inclusion into the design drawings. Further, Developer recognizes that the use of, or encroachment into, any NineStar Connect easement is subject to specific review and approval by NineStar Connect.

Developer understands if transfer of ownership, land use, number of planned units, or other changes deemed significant by NineStar Connect, shall require additional evaluation, such change must be submitted in writing to NineStar Connect within **30 days**. Developer understands that non-adherence to the steps outlined in the *Water and Sanitary Rules & Standards* and changes in design made after NineStar Connect has issued construction approval, may result in disruption of utility service(s) and transfer of the Facilities.

_____	_____	Date: _____
Signature of Developer/Owner	Print Name	
_____	_____	Date: _____
Signature of Witness	Print Name	
_____	(Affix Seal)	Date: _____
Signature of Notary		

My Commission Expires: _____

We certify that the plans and specifications attached herewith have been designed by me or individual(s) under my direct supervision. In addition, we are aware of and will follow NineStar Connect procedures for design, construction, and "Dedication of Infrastructure" of the water and sewer facilities. All easements identified by the Owner/Developer have been clearly depicted on the utility plan sheets.

_____	_____	Date: _____
Signature of Engineer	Print Name	

(Affix Seal)

Indiana Professional Engineer No.

_____	_____	Date: _____
Signature of NineStar Connect Authorized Person	Print Name	

