



Utility Service Application

City of Astoria – Engineering Division

1095 Duane Street, Astoria, OR 97103

Phone: (503) 338-5173 Fax: (503) 338-6538

Web: www.astoria.or.us

Permit Number: _____

Application Date: _____

Amount Received: _____

Please refer to City of Astoria current fee schedule

PROPERTY LOCATION	
Property location/address:	
Subdivision:	Lot no.:
Taxmap/taxlot no.:	
PROPERTY OWNER	
Name:	
Address:	
City/State/ZIP:	
Phone:	Email:
APPLICANT	
<input type="checkbox"/> Same as above	
Business Name:	
Contact Name:	
Address:	
City/State/ZIP:	
Phone:	Email:
CONTRACTOR	
<input type="checkbox"/> Not Applicable	
Name:	CCB Lic. #:
Address:	
City/State/ZIP:	
Phone:	Email:
UTILITY SERVICE INFORMATION	
Is this new construction? <input type="checkbox"/> Yes <input type="checkbox"/> No	Type of Construction: <input type="checkbox"/> Residential <input type="checkbox"/> Commercial
Building Description: <input type="checkbox"/> Single Family House <input type="checkbox"/> Duplex <input type="checkbox"/> Triplex <input type="checkbox"/> Other_____	
Bedrooms per unit if housing other than single family:	
Existing water meter size, if applicable:	
Type of service requested, mark all that apply: <input type="checkbox"/> Water <input type="checkbox"/> Sanitary Sewer <input type="checkbox"/> Storm Drainage	
WATER	New Service & Meter: <input type="checkbox"/> 3/4" <input type="checkbox"/> 1" <input type="checkbox"/> 1-1/2" and Larger, specify size _____ Drop-in Fee: <input type="checkbox"/> 3/4" <input type="checkbox"/> 1" <input type="checkbox"/> 1-1/2" and Larger, specify size _____ Meter Reduction: <input type="checkbox"/> 1" to 5/8" x 3/4" <input type="checkbox"/> Other, specify reduction sizes _____
SEWER	Sanitary sewer lateral size: Connection location: <input type="checkbox"/> Lateral, on property <input type="checkbox"/> Sanitary sewer main <input type="checkbox"/> Structure
STORM	Storm drain lateral size: Connection location: <input type="checkbox"/> Through curb <input type="checkbox"/> Storm drain main <input type="checkbox"/> Structure <input type="checkbox"/> Natural Drainage
See Page 3 for Water, Sanitary Sewer & Storm Drain Application/Connection Fees	

Applicant must provide sketch showing the location of proposed utility services, water meter, driveway, sidewalk, house, streets, and adjacent structures:

CITY STAFF USE ONLY								
City utility map number (include copy):			Building Permit #:					
#EDUs (City Water Service Resolution, Appendix B):			Minimum Water Meter Size:					
Distance from water main to meter:			Size of water main:					
Static pressure (at nearest hydrant):		(psi)	Hydrant flow at 20 psi		(gpm)			
Is work required on the water main to provide service? <input type="checkbox"/> Yes <input type="checkbox"/> No								
Estimate required? <input type="checkbox"/> Yes <input type="checkbox"/> No								
Operations estimate cost (attach work estimate form):				Date:				
Engineering Division Approval:				Date:				
Routing (Water)			Distribution (Water)					
Engineering (required size):		_____	Finance:		_____			
Operations (estimate):		_____	Operations (Work Order):		_____			
Engineering (approved & call applicant):		_____	Engineering (File As-built):		_____			
Community Development*:		_____						
(*Only for Additional Meters for Residential)								
After Installation:		Actual Cost \$ _____		Sent Revised Invoice to Owner _____				
Installation Inspection								
Water	Connection:	Date	Sewer	Connection:	Date	Storm	Connection:	Date
	Sub-grade:	Date		Sub-grade:	Date		Sub-grade:	Date
	Resurfacing:	Date		Resurfacing:	Date		Resurfacing:	Date

UTILITY SERVICE FEE SCHEDULE

APPLICATION FEE	\$60.00	
WATER	Service Line & Water Meter	
	5/8" x 3/4" Service & Meter	\$2,520.00
	1" Service & Meter	\$2,780.00
	1-1/2" and Larger Service & Meter	Estimate Required
	Meters (any size) more than 50 ft. from water main	Estimate Required
	Water Meter Drop-in & Water Meter Reduction	
	5/8" x 3/4" Drop-in	\$366.04
	1" Drop-in	\$463.18
	1-1/2" and Larger Drop-in	Installation Cost + \$746.14
	1" to 5/8" x 3/4" Reduction	\$150
	Larger Meter Reduction	Estimate Required
	An advance deposit of the estimated cost for labor, materials and administration will be required prior to installation of meters greater than 1" in size, or meters that are more than 50 feet from the water main.	
SEWER	Size of Water Meter	Connection Charge
	5/8" x 3/4"	\$798.36
	1"	\$1,589.76
	1-1/2"	\$2,268.87
	2"	\$3,641.28
	3"	\$7,499.58
	4"	\$10,447.80
	6"	\$20,783.45
	8"	\$36,665.17
	10"	\$47,504.79
Larger than 10"	Determined by City Council	
STORM	Lot/Parcel Area	Connection Charge
	Up to 5,000 square feet	\$500
	Greater than 5,000 square feet	\$0.10 per square foot

UTILITY FEE WORKSHEET

Application Fee:	\$60.00
Water Fee:	\$
Sewer Fee:	\$
Storm Fee:	\$
Total Utility Fee:	\$

General Conditions:

- Water service requirements are detailed in the most current version of the City of Astoria Resolution Establishing Rules, Regulations, Rate Charges and Conditions for Water Service (Water Resolution).
- Meter and service size must meet the minimum requirements of the Water Resolution. Actual line size needed may be greater than the minimum depending on number of fixtures, elevation of fixtures, water main pressure and other factors. Determining the line and meter size for non-standard installations is the responsibility of the owner, and should be determined by an engineer. Owner is required to obtain a plumbing permit for work outside the public right-of-way.
- Sewer and storm service requirements are detail in the most current version of the City of Astoria Resolution Establishing Rules, Regulations, Rate Charges and Conditions for Sewer Service (Sewer Resolution).

4. No unauthorized person shall uncover, or make any connections to a utility without first obtaining a written permit from the City.
5. The applicant for the building sewer permit shall notify the Engineering Division office when the sewer is ready for inspection and connection to the public system. The connection shall be inspected by the City Engineer, or his representative, prior to backfilling. Inspections are required at time of connection to the City's main and also before and after sidewalk and pavement restoration in the City Right-of-Way. Call the Engineering Division office at 503-338-5173 at least 24 hrs. in advance to schedule an inspection.
6. Utility service connections and restoration details shall be completed according to the City of Astoria Standard Details. Contact the Engineering Division office to obtain a copy of the Standard Details.
7. Contractor shall provide erosion and sediment control to prevent sediment laden runoff from entering the City's storm drain system or adjacent properties during construction.
8. Contractor shall have sufficient experience, personnel and equipment for the type and scope of work to be performed and shall hold current Oregon contractor's license. The City of Astoria reserves the right to require proof of experience and refuse to allow a Contractor with insufficient qualifications to work in the right-of-way.
9. Contractor shall take out and maintain public liability and property damage liability insurance as shall protect Contractor and Subcontractors and shall agree to hold the City free and harmless from all liabilities and damages resulting from or indirectly related to the work.
10. This permit grants no rights to trespass on adjacent property and in no way relieves the Owner and Contractor from their liability for any damages caused by their act of grading or subsequent failure of the inspection by the City. Any materials deposited on City streets or walks shall be promptly removed.
11. Permit is only valid 90 days from the date of issuance. If an extension is required, please contact the Engineering Division office at 503-338-5173.

Property Owner Signature:	Date:	Engineering Division Approval:	Date: