



## Checklist for Water/Sewer Availability Application

Application form must be fully completed and signed by the property owner.

Applicant Name: \_\_\_\_\_ Telephone Number: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_  
Street Address Town/County Zip Code

### Purpose of Service Requested

#### To Purchase New Water Meter/Service Only

Size & Type of Service (inches): Domestic Meter \_\_\_\_\_ Fire Meter \_\_\_\_\_ Irrigation Meter \_\_\_\_\_

#### To Purchase New Sewer Service Only

Size & Type of Service (inches): Residential \_\_\_\_\_ Business \_\_\_\_\_ Restaurant \_\_\_\_\_ Industrial \_\_\_\_\_

#### Required for Building Permit or Land Use (Zoning) Permit

\_\_\_\_\_ Commercial/Industrial

\_\_\_\_\_ SFR/Duplex

\_\_\_\_\_ Multi-Family

\_\_\_\_\_ Vicinity Map or Parcel Number(s)

\_\_\_\_\_ If the request for utility service is for a land development/subdivision or industrial proposal, a site plan is required.

#### Service Site Plan

The site plan will need to include the following information:

- \_\_\_\_\_ 1. Proposed number of lots (including gross and net square footage), units, or building size in square feet
- \_\_\_\_\_ 2. Existing and proposed utilities (water & sewer), with pipe sizes and connection points
- \_\_\_\_\_ 3. All Easements – existing and proposed, including a dedicated Right-of-way (ROW) for water and/or sewer utilities must have a minimum of fifteen (15) feet of frontage or lie adjacent to the public utility easement.
- \_\_\_\_\_ 4. A complete legal description of the subject property certified by a licensed engineer or surveyor.
- \_\_\_\_\_ 5. Type of units proposed (single-family, duplex, etc.)

Number of Equivalent Residential Units (ERUs) Required for full site development: \_\_\_\_\_

Average Daily Flow (Discharge): \_\_\_\_\_ gpd Maximum Daily Flow (Discharge): \_\_\_\_\_ gpd

*As the current property owner and applicant, and on behalf of its successors and assigns, I/we agree to indemnify and hold the Halifax County Service Authority harmless from any and all liability, loss or damage, including reasonable costs and up to and including attorney's fees, which arise from or are in any way related to this application for wastewater capacity. The Halifax County Service Authority has the requested reserve capacity for water and/or sewer connection at the aforementioned property. Both the availability to connect and the ability to connect are guaranteed only when the requisite fees and charges have been paid in full.*

\_\_\_\_\_  
(Applicant Printed Name)

\_\_\_\_\_  
(Applicant Signature)

\_\_\_\_\_  
(Date of Application)

\_\_\_\_\_  
(HCSA Authorized Representative)

\_\_\_\_\_  
(Date of Application)