



NEW BUILD CONSTRUCTION PERMIT

SUBMIT TO: ATTN PERMIT DEPARTMENT.
Jcpsd1@jeffcopsd.org or JCPSD, PO Box 632, Hillsboro, MO 63050

OFFICE USE ONLY
PERMIT #: _____
ACCOUNT # _____

CONSTRUCTION TYPE

RESIDENTIAL: _____ NUMBER OF SEWER CONNECTIONS: _____ NUMBER OF WATER CONNECTIONS: _____
SEWER LATERAL LINE SIZE: _____ WATER SERVICE LINE SIZE: _____

COMMERCIAL: _____ NUMBER OF SEWER CONNECTIONS: _____ NUMBER OF WATER CONNECTIONS: _____
SEWER LATERAL LINE SIZE: _____ WATER SERVICE LINE SIZE: _____

TYPE OF COMMERCIAL: NON-INDUSTRIAL: _____ INDUSTRIAL: _____ MANUFACTURING: _____ ASSEMBLY: _____

****A SET OF PLANS MUST BE SUBMITTED WITH EVERY PERMIT APPLICATION.****
****CONTACT THE DISTRICT OFFICE FOR INFORMATION ON TAP FEE'S.****

PROJECT ADDRESS: _____ LOT#: _____
CITY: _____ ZIP: _____ PARCEL NUMBER: _____
SUBDIVISION : _____

CONTRACTOR INFORMATION

BUILDER NAME: _____ PHONE NUMBER: _____

CONTACT NAME: _____ PHONE NUMBER: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

LICENSE NUMBER: _____

MINIMUM LIABILITY INSURANCE ON FILE WITH JCPSD: YES ___ NO ___

INSURANCE : _____ PHONE NUMBER: _____

POLICY NUMBER: _____ EXP DATE: _____

CONTRACTOR MAKING THE UTILITY TAP: _____

LICENSE NUMBER: _____ PHONE NUMBER: _____

MINIMUM LIABILITY INSURANCE ON FILE WITH JCPSD: YES ___ NO ___

INSURANCE : _____ PHONE NUMBER: _____

POLICY NUMBER: _____ EXP DATE: _____

****IF CHECKED "NO", YOU MUST SUBMIT A COPY OF INSURANCE WITH YOUR APPLICATION FOR APPROVAL. ANY SUBMISSION WITHOUT INSURANCE ON FILE WILL RESULT IN IMMEDIATE DENIAL.**

Please Initial.

*** ALL CONTRACTORS MUST REQUEST A MO1CALL LOCATE TICKET BEFORE PROJECT BEGIN DATE. ANY CONTRACTOR THAT FAILS TO DO SO RESULTING IN DESTRUCTION TO JCPSD PROPERTY WILL BE FINED AND BE RESPONSIBLE FOR ANY AND ALL DAMAGES AND REPAIRS. * ___**

*** PERMITS ARE IN EFFECT FOR THE DURATION OF 60 DAYS. IF YOU EXPERIENCE A DELAY IN CONSTRUCTION. A NEW PERMIT MUST BE ACQUIRED. UNLESS OTHER ARRANGEMENTS HAVE BEEN MADE. * ___**

*** A FINAL INSPECTION OF ALL WORK MUST BE COMPLETED BY JCPSD BEFORE ANY BACKFILL OR COVERING. FAILING TO DO SO WILL RESULT IN AN IMMEDIATE SUSPENSION OF PROJECT AND UNCOVERING EARTH. JCPSD IS NOT RESPONSIBLE FOR ANY CHARGES INCURRED BY THE CONTRACTORS FAILURE TO COMPLY. CONTRACTORS MUST SCHEDULE INSPECTIONS WITH A MINIMUM OF 24 HOURS NOTICE. * ___**

I AGREE THAT JCPSD HAS THE AUTHORITY TO REVOKE THE PERMIT AT ANY TIME. * ___

I AGREE TO COMPLY WITH JCPSD'S RULES, REGULATIONS & ORDINANCES. * ___

SIGNATURE

DATE

PRINT NAME

OFFICE USE ONLY: INSURANCE ON FILE: ___ PLANS SUBMITTED: ___ PERMIT APPROVED: ___ \$30 FEE: ___ DENIED/REASON: _____

PERMIT BEGIN DATE: _____ PERMIT END DATE: _____ TAP FEE: _____ CK#: _____ STAFF INTL: _____

Water Connection Fees and Procedures

Connection fee for the right to connect to the District's water system is listed in the District's rate schedule per unit for all Residential and Dwelling Units which include a ¾ inch meter and setting. For a one-inch meter and meter setting add the current market price to the above fee.

All water connections up to and including one inch in size shall be made by the customer, developer or builder's plumber including all labor, materials, and supplies. **Only Type 'K' copper pipe or HDPE pipe will be used to connect the water main to the water meter. THIS IS NOT OPTIONAL.**

All other labor, material and supplies, including but not limited to meters over ¾ inch in size, meter setters, meter pits, lids and frames, service line piping extending 2 feet past the water main shall be provided by and installed by the customer's, developer's or builder's plumber by the scheduled time of connection and/or inspection. All materials and the alignments of the service lines must meet the District's requirements as may be amended from time to time.

Sewer connection Fees, Hook Up Fees and Procedures

Connection fee and hook-up fee for the right to connect to the District's sewer system and installation of certain sewer appurtenances and components is listed in the District's rate schedule per lot.

Connections to the District's sewer system shall be made at the sole cost of the customer, builder, developer or property owner including all labor, material and supplies.

General Information - Water and Sewer Connections

All connection fees due the District for connection to the District's water and/or sewer system shall be due and payable prior to any connections. No water service line, sewer service lateral or sewer pump system shall be connected to any line owned by the District or any private line that may be connected to the District's system until all connection fees have been paid.

All water and/or sewer connections, as well as the materials and workmanship used in those connections, shall be subject to inspection and approval prior to the initiation of service. Connections, materials, and/or workmanship not meeting inspection approval shall be corrected to meet the inspection approval prior to the initiation of service or those connections are subject to disconnection. Furthermore, the District will not be required to provide water and/or sewer service until connections to District's water and/or sewer system is approved by the District.

Locations of connections to the District's system will generally be given and directed by the District. Any deviation to prescribed location will need prior approval by the District, connections to the District's system shall be installed, and at the expense of the customer or owner of the property/premises(s) receiving service, by bonded and/or licensed plumbers authorized to perform work in Jefferson County, Missouri. Connections, service lines, sewer lateral and force mains, etc.

will not be extended along public streets or roadways or through property of others to the point of connection without the written prior approval of the District. Connections to the District's system that must be excavated for inspection shall have that excavation performed at the customer's expense.

No water or sewer pipe of any kind, including water service lines and sewer laterals or force mains shall be installed within any right of way or easement of the District or be connected to the District's water or sewer system unless approval is given by the District and connection fees are paid.

Line extensions and connections to the District water and sewer system shall be at the sole cost of the customer or user and all extensions and connections shall be subject to the District's approved inspection.

A minimum of 48 hours' notice is required for the scheduling of a connection or request for inspection of connection. Any persons or firms excavating in County or State right-of-ways must have the proper permits from that particular entity prior to any excavations and may be required to produce proof upon demand.

Upon approval of an application and issuance of a Permit for construction to the District's water and sewer system, a permit fee of \$30.00 per permit is required. All residential property owners are required to pay a \$100.00 security deposit for a 3/4 inch or 1 inch meter connection at the beginning of service. Commercial properties are required to contact the District for deposit.

DEFINITIONS

Cross Connection: Any physical link between a potable water supply and any other substance, fluid or source which makes contamination of the potable water supply possible, due to the reversal of the flow of water in the potable water piping or distribution system. **This is a violation of the District's and the Missouri Department of Natural Resources Regulations.**

Lateral: The entire length of sewer line or pipe including fittings connecting the customer's premises to the District's main sewer line.

Service Line: Any water line or portion of a water line connecting to or to be connected to the discharge side of a water meter.