

City of Austin
Austin Water Utility

Application for Commercial Water/Wastewater Tap Permits

Customer is required to submit approved utility construction plans and must have applied for a Building Permit before the Tap Permit can be issued; reference attached Fact Sheet for additional information.

Service Address: _____

Lot: _____ Block: _____ Subdivision/Land Status: _____

Meter Size: _____ Irr. Meter Size: _____ Wastewater: Y or N Cutover from Septic: Y or N

Customer/Company Name: (PLEASE PRINT) _____

This will be the name that services will be in and will be billed to.

Company Type: Corporation: _____ Limited Partnership: _____ Unlimited Partnership: _____ Sole Ownership: _____

Tax ID#: _____

Mailing/Billing Address: _____ City: _____ State: _____ Zip: _____

Phone # (_____) _____ - _____; email address: _____

Type of structure to receive service (check all that apply)

<input type="checkbox"/> Commercial Warehouse	<input type="checkbox"/> Industrial Warehouse	<input type="checkbox"/> Service Establishment
<input type="checkbox"/> Five or More Dwelling Units	<input type="checkbox"/> Manufacturing/Industrial Bldg	<input type="checkbox"/> Service Repair/Garage
<input type="checkbox"/> Food/Convenience Store	<input type="checkbox"/> Office building	<input type="checkbox"/> Restaurant
<input type="checkbox"/> Health Care Facility	<input type="checkbox"/> Retail/Wholesale	<input type="checkbox"/> Mixed Use
<input type="checkbox"/> Hotel/Motel	<input type="checkbox"/> Sanctuary or School	Other: _____
<input type="checkbox"/> Irrigation Meter for: _____		
If applying for an irrigation meter for a structure which has an existing domestic meter, please provide the: Address: _____ Account # _____ Meter # _____		
Do you have any other water sources? Y N Explain: _____ if switching from a "well" to COA, ask about RPZ requirements.		

Applicant's printed name/Title _____

Signature: _____ Date: _____

APPLICATION CANNOT BE PROCESSED WITHOUT A SIGNATURE
T a p s O f f i c e U s e O n l y

Mapscop Page: _____ Grid: _____	HOLD FOR: _____
WA Tap # W- _____	Location: _____ Type/Size: _____
WA Tap # W- _____	Location: _____ Type/Size: _____
WW Tap# WW- _____	Location: _____ Depth: _____
WW Tap# WW- _____	Location: _____ Depth: _____
Annexation: IN LP OUT CRF Zone: CURE URBAN DDZ DWPZ Septic Existing WA or WW Private/Other: WA or WW	
DI INSP SI REINSTALLS Zone: E C W WW Treatment Plant: SAR Walnut	
Comments: _____	
PIER Sale date: _____ Rep. Initials: _____ Bldg Permit# _____	Field Estimate \$ _____ CIS acct: _____
WA w/o# _____ WW w/o# _____	WA Sr# _____, WW Sr# _____,
Date Mtr set: _____, Meter # _____	Read: _____ WW connected on: _____ Insp. Initials _____

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YOUR SIGNATURE ON THE FIRST PAGE OF THIS APPLICATION SIGNIFIES YOU HAVE READ AND UNDERSTAND THIS INFORMATION. Your application will not be processed without your signature.

I hereby make application for tap connection to the water and/or wastewater system at the service address noted on this application. If any of the information I have provided is incorrect, I understand that I may be required to pay additional tap fees; capital recovery fees or other costs associated with relocation of water or wastewater connections.

For properties outside the City limits of Austin, I further understand that permanent water and/or wastewater service and the setting of a permanent water meter requires the successful passing of a Final Plumbing Inspection. Any water meters set or water and/or wastewater service provided prior to passing this inspection are considered temporary services, and these services may be discontinued without notice and may not be resumed until inspection requirements are met.

Wastewater Cutover Inspection Only: The Austin Water Utility and not a private plumbing inspector must inspect all of the wastewater tie-in points, or where the customer's private plumbing line connects to the City's service stub. The septic tank will have to be abandoned and disconnected from the structure. After you have paid the appropriate inspection and tank abandonment fees, you can request this inspection by calling 972-0002. Failure to obtain a wastewater inspection will make you liable for all costs associated with verifying that the proper connection procedures have been followed and all other requirements are met.

Tap Expiration: The Tap Permit will expire 2 years after the date of issue; refunds will not be processed after the expiration date. To keep the tap permit active after the 2-year period, for properties inside Austin city limits, you must have a valid building or plumbing permit. For properties outside the city limits, you must have a valid and active plumbing permit from the City of Austin. Contact the Austin Water Utility at 972-0000 for more information.

Commercial Construction Projects: Contact the City of Austin Planning Development Review Department, construction inspections division, at 974-6360 or 974-7034.

State of Texas Applications: Need to supply the name of the State Agency and the name and phone number of the authorized representative of the Agency.

City of Austin Department Applications: Need to supply the Department name, contact person's name, phone number and the fund/agency/organization for billing.

Reference Water/Wastewater Design Criteria & Plumbing Inspection Information at:
http://www.ci.austin.tx.us/site/development_portal.htm