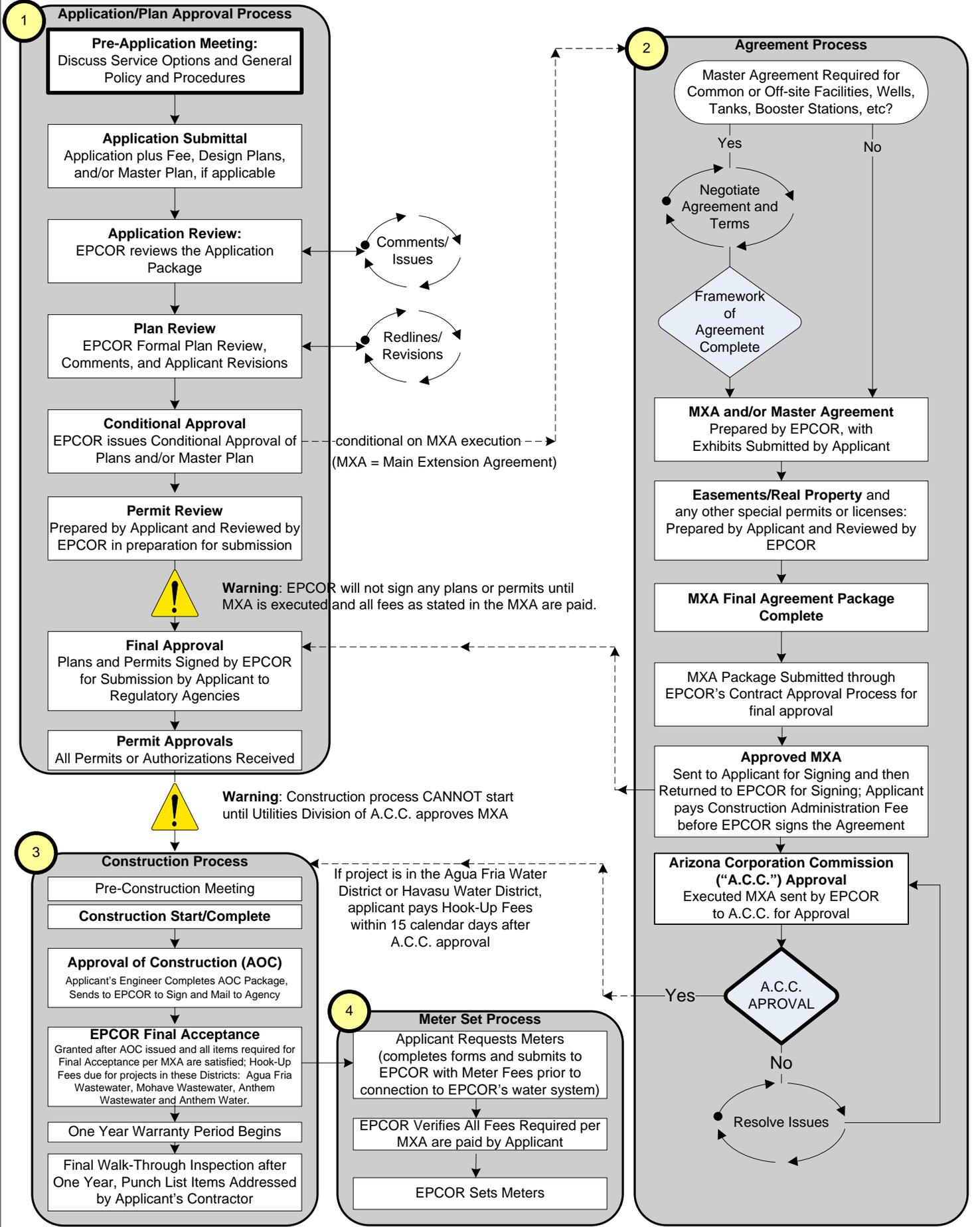




**APPLICATION  
FOR  
WATER OR SEWER MAIN EXTENSION  
(Also for Review of Master Plan Reports)**

**Revision:  
January 2015**

**Prepared by:  
Developer Services Department  
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## APPLICATION FOR WATER OR SEWER MAIN EXTENSION

### 1. APPLICANT INFORMATION

Applicant: \_\_\_\_\_

Applicant's Status: Individual  Corporation   
LLC/LLP  School  Government/Municipal   
Other: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-Mail: \_\_\_\_\_

### 2. GENERAL PROJECT INFORMATION

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_  
(or nearest major cross streets)

City: \_\_\_\_\_

Type of Project: Residential  Commercial

Industrial  Mixed Use

Other: \_\_\_\_\_

Type of Service Requested: Water  Sewer

Included with this application is a legal description or location map on 8½" x 11" paper of the property to be served.

### 3. APPLICANT'S ENGINEERING INFORMATION

Applicant's Engineer: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Engineer's Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-Mail: \_\_\_\_\_

### 4. PRIMARY CONTACT INFORMATION

The designated primary point of contact for this project is:

Applicant Contact  Engineering Contact

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-Mail: \_\_\_\_\_

### 5. OTHER INFORMATION

Name and Address of Landowner: \_\_\_\_\_ Application Date: \_\_\_\_\_

\_\_\_\_\_



**APPLICATION FOR WATER OR SEWER MAIN EXTENSION**

**6. PROJECT DETAILED INFORMATION**

Estimated Construction Start Date: \_\_\_\_\_ Estimated Construction Completion Date: \_\_\_\_\_

Summary of the new infrastructure proposed to be constructed

Meter Size	# of Services	Mains	# of Feet	# of Valves
5/8 – inch	_____	6 – inch	_____	_____
3/4 – inch	_____	8 – inch	_____	_____
1-inch	_____	10 – inch	_____	_____
1 ½ - inch	_____	12 – inch	_____	_____
2 – inch	_____	Other - ____	_____	_____
Other	_____	# of Hydrants	_____	# of Firelines _____
Total:	_____	# of Manholes	_____	

Demands:

	Average Day Demand (gallons per day)	Maximum Day Demand (ADD x 1.8)	Peak Hour Demand (ADD x 3.0)
Residential	_____	_____	_____
Landscape	_____	_____	_____
Non-Residential	_____	_____	_____
Commercial	_____	_____	_____
Total	_____	_____	_____

Fire Flow Requirement per municipal fire department: \_\_\_\_\_  
(gallons per minute)      (duration, hours)

Supporting calculations for the estimated water demands above are in accordance with EPCOR's Developer Guide and are included with this application.

Project Narrative / Other Information:

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**APPLICATION FOR WATER OR SEWER MAIN EXTENSION**

**7. APPLICANT'S PROJECT APPROVALS**

	Approved	Pending	Not Required	If applicable, name of permit:
Local Planning Board	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Local Zoning Board	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Local Fire Department/District	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Local Building Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
County Dept of Environmental Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
AZ Dept of Water Resources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
AZ Dept of Environmental Quality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Others:				
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

**8. CHECKLIST FOR ENGINEERING PLAN SUBMISSION**

I understand that I will need to perform the following actions as part of the submittal process to EPCOR:

- Submit two sets of design plans on 24" x 36" sheets and electronic PDF's of each sheet. Each set of plans must be signed and sealed by a professional engineer registered in the State of Arizona. Specifications may be provided on the design plans.
- Submit an itemized engineer's cost estimate for construction of the facilities. The cost estimate must be provided on 8½" x 11" paper, with separate sheets for water and sewer, and each sheet must be signed and sealed by a professional engineer registered in the State of Arizona.
- Submit a site plan on 8½" x 11" paper that shows roadways, facilities, property lines, easements, and rights-of-way.
- Ensure that the proposed water and/or sewer system meets the requirements stated in EPCOR's Developer Guide, ADEQ's Engineering Bulletin #10 (for water systems), and ADEQ's Engineering Bulletin #11 (for sewer systems).
- If a Master Plan or Comprehensive Plan exists that has been accepted by EPCOR, ensure that the proposed facilities meet the design and planning requirements of the Master Plan or Comprehensive Plan.



**APPLICATION FOR WATER OR SEWER MAIN EXTENSION**

**9. CONFIRMATION OF RECEIPT OF THE FOLLOWING INFORMATION FROM EPCOR:**

The applicant has received the following information from EPCOR: Initial

Arizona Administrative Code § R14-2-406 (attached) \_\_\_\_\_

EPCOR’s Developer & Engineering Guide \_\_\_\_\_

**10. APPLICATION FEE (Due with submittal of application and plans / master reports)**  
 All Application Fees are non-refundable.  
 Please make all checks payable to “EPCOR”

**For Review of Engineering Plans (other than fire protection services only):**  
 The fee is \$5,000. \$ \_\_\_\_\_

**For Review of Engineering Plans that ONLY include Fire Protection Services:**  
 The fee is \$2,500. \$ \_\_\_\_\_

**For Review of Master Plan Reports:**

For developments that will have less than 100 residential services = \$1,500 \$ \_\_\_\_\_

For developments that will have 100 or more residential services = \$2,500 \$ \_\_\_\_\_

For Commercial developments = \$2,500 \$ \_\_\_\_\_

**Total Due:** \$ \_\_\_\_\_

**11. APPLICANT’S SIGNATURE**

Print or Type Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date of Signature: \_\_\_\_\_



**ARIZONA ADMINISTRATIVE CODE § R14-2-406**

## R14-2-406. Main extension agreements

**A. Each utility entering into a main extension agreement shall comply with the provisions of this rule which specifically defines the conditions governing main extensions.**

**B. An applicant for the extension of mains may be required to pay to the Company, as a refundable advance in aid of construction, before construction is commenced, the estimated reasonable cost of all mains, including all valves and fittings.**

1. In the event that additional facilities are required to provide pressure, storage or water supply, exclusively for the new service or services requested, and the cost of the additional facilities is disproportionate to anticipated revenues to be derived from future consumers using these facilities, the estimated reasonable cost of such additional facilities may be included in refundable advances in aid of construction to be paid to the Company.

2. Upon request by a potential applicant for a main extension, the utility shall prepare, without charge, a preliminary sketch and rough estimate of the cost of installation to be paid by said applicant. Any applicant for a main extension requesting the utility to prepare detailed plans, specifications, or cost estimates may be required to deposit with the utility an amount equal to the estimated cost of preparation. The utility shall, upon request, make available within 45 days after receipt of the deposit referred to above, such plans, specifications, or cost estimates of the proposed main extension. Where the applicant accepts utility construction of the extension, the deposit shall be credited to the cost of construction; otherwise the deposit shall be nonrefundable. If the extension is to include oversizing of facilities to be done at the utility's expense, appropriate details shall be set forth in the plans, specifications and cost estimates.

3. Where the utility requires an applicant to advance funds for a main extension, the utility shall furnish the applicant with a copy of the Commission rules on main extension agreements prior to the applicant's acceptance of the utility's extension agreement.

4. In the event the utility's actual cost of construction is less than the amount advanced by the customer, the utility shall make a refund to the applicant within 30 days after the completion of the construction or utility's receipt of invoices related to that construction.

5. The provisions of this rule apply only to those applicants who in the utility's judgment will be permanent customers of the utility. Applications for temporary service shall be governed by the Commission's rules concerning temporary service applications.

### **C. Minimum written agreement requirements.**

1. Each main extension agreement shall include the following information:

- a. Name and address of applicant(s)
- b. Proposed service address
- c. Description of requested serviced.
- d. Description and map of the requested line extension
- e. Itemized cost estimate to include materials, labor, and other costs as necessary
- f. Payment terms
- g. A clear and concise explanation of any refunding provisions, if applicable
- h. Utility's estimated start date and completion date for construction of the main extension

2. Each applicant shall be provided with a copy of the written main extension agreement.

### **D. Refunds of advances made pursuant to this rule shall be made in accord with the following method:**

The Company shall each year pay to the party making an advance under a main extension agreement, or that party's assignees or other successors in interest where the Company has received notice and evidence of such assignment or succession, a minimum amount equal to 10% of the total gross annual revenue from water sales to each bona fide consumer whose service line is connected to main lines covered by the main extension agreement, for a period of not less than 10 years. Refunds shall be made by the Company on or before the 31st day of August of each year, covering any refunds owing from water revenues received during the preceding July 1st to June 30th period. A balance remaining at the end of the ten-year period set out shall become non-refundable, in which case the balance not refunded shall be entered as a contribution in aid of construction in the accounts of the Company, however, agreements under this general order may provide that any balance of the amount advanced there under remaining at the end of the 10 year period set out, shall thereafter remain payable in whole or in part and in such manner as is set forth in the agreement. The aggregate refunds under this rule shall in no event exceed the total of the refundable advances in aid of construction. No interest shall be paid by the utility on any amounts advanced. The Company shall make no refunds from any revenue received from any lines, other than customer service lines, leading up to or taking off from the particular main extension covered by the agreement.

**E. Amounts advanced in aid of construction of main extensions shall be refunded in accord with the rules of this Commission in force and effect on the date the agreement therefore was executed. All costs under main extension agreements entered into after the adoption of this rule shall be refunded as provided herein.**

**F. The Commission will not approve the transfer of any Certificate of Public Convenience and Necessity where the transferor has entered into a main extension agreement, unless it is demonstrated to the Commission that the transferor has agreed to satisfy the refund agreement, or that the transferee has assumed and has agreed to pay the transferor's obligations under such agreement.**

**G. All agreements entered into under this rule shall be evidenced by a written statement, and signed by the Company and the parties advancing the funds for advances in aid under this rule or the duly authorized agents of each.**

**H. The size, design, type and quality of materials of the system, installed under this rule location in the ground and the manner of installation, shall be specified by the Company, and shall be in accord with the requirements of the Commission or other public agencies having authority therein. The Company may install main extensions of any diameter meeting the requirements of the Commission or any other public agencies having authority over the construction and operation of the water system and mains, except individual main extensions, shall comply with and conform to the following minimum specifications:**

1. 150 p.s.i. working pressure rating, and
2. 6" standard diameter. However, single residential customer advances in aid of construction shall not exceed the reasonable cost of construction of the 6-inch diameter main extension.

**I. All pipelines, valves, fittings, wells, tanks or other facilities installed under this rule shall be the sole property of the Company, and parties making advances in aid of construction under this rule shall have no right, title or interest in any such facilities.**

**J. The Company shall schedule all new requests for main extension agreements, and for service under main extension agreements, promptly and in the order received.**

**K. An applicant for service seeking to enter into a main extension agreement may request that the utility include on a list of contractors from whom bids will be solicited, the name(s) of any bonded contractor(s), provided that all bids shall be submitted by the bid date stipulated by the utility. If a lower bid is thus obtained or if a bid is obtained at an equal price and with a more appropriate time of performance, and if such bid contemplates conformity with the Company's requirements and specifications, the Company shall be required to meet the terms and conditions of the bid proffered, or to enter into a construction contract with the contractor proffering such bid. Performance bond in the total amount of the contract may be required by the utility from the contractor prior to construction.**

**L. Any discounts obtained by the utility from contracts terminated under this rule shall be accounted for by credits to the appropriate account dominated as Contributions in Aid of Construction.**

**M. All agreements under this rule shall be filed with and approved by the Utilities Division of the Commission. No agreement shall be approved unless accompanied by a Certificate of Approval to Construct as issued by the Arizona Department of Health Services. Where agreements for main extensions are not filed and approved by the Utilities Division, the refundable advance shall be immediately due and payable to the person making the advance.**

Historical Note: Adopted effective March 2, 1982 (Supp. 82-2). Amended subsections (D) and (K) effective September 28, 1982 (Supp. 82-5). Amended to correct subsection numbering (Supp. 99-4).