



Utility Developer Extension Submittal Requirements

Contractual agreement for installation of a water main or sewer main and/or storm drainage system.

You must apply for this permit online and upload PDF documents through MyBuildingPermit. Paper plans are not accepted.

Utility Developer Extension Agreement (UE)

Required Documents	Copies
Executed Extension Agreement	1
Bill-To Form	1
Evidence of Ownership (title report, copy of deed or tax statement)	1
Boundary and Topographic Survey	1
Site Plan B	1
Water Design/Sewer Design/Storm Drainage Design - Combined Utilities Plans - Refer to Utilities Engineering Standards, Chapter 2, for design and format requirements.	
Storm Drainage Report - includes detention/water quality calculations and/or documentation and off-site analysis per the Utilities Engineering Standards, Chapter 2.	1
Landscape Plan	1
Geotechnical Report	1
Wetland Report (required unless waived by the utilities reviewer)	1
Riparian Corridor Report (required unless waived by the utilities reviewer)	1

Other Requirements

- The property owner is responsible for the accuracy and completeness of all information provided with or affecting the application submittal.
- If the property contains or is adjacent to critical areas (streams and stream buffers, wetland, floodplains, and geologic hazard area), additional information may be required.
- Fees are due at submittal. Additional fees are due prior to acceptance and/or in monthly billings.