

# City of Winlock



## Water & Sewer Department Commercial Utility Service Connection Application

PO Box 777 • 323 N.E. First Street  
Winlock, WA 98596-0777  
360.785.3811, ext. 202 • 360.520.5589  
[winws@cityofwinlock.com](mailto:winws@cityofwinlock.com)

SUBMIT THIS APPLICATION, CORRESPONDING PERMIT APPLICATION(S) AND HOOKUP FEE(S) BEFORE ANY WORK BEGINS ON THE PROPERTY.

### OWNER/APPLICANT INFORMATION

Name(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/St/Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

### PROPERTY INFORMATION

Site Address: \_\_\_\_\_ Parcel #: \_\_\_\_\_

- Meter installation request date: \_\_\_\_\_

I agree to abide by the rules and regulations contained in ordinances and contracts contained in the application per the Winlock Municipal Code. I agree to pay for the water and sewer applied for at the rate and in the manner specified in such contract and shall reserve to the city the right to charge and collect rates and to enforce the penalties provided for per city code, in the manner herein provided, to charge the rates by ordinance at anytime per city code.

\_\_\_\_\_  
Signature of Owner

### FOR OFFICIAL USE ONLY

Date Received: _____	Received By: _____	<b>Fees</b>	<b>Date Paid</b>	<b>Amount</b>	<b>Receipt #</b>
Account #: _____		Water Hookup:			
<i>**check for any outstanding balances</i>		Sewer Hookup:			
Meter Serial #: _____	Sequence #: _____	Water Deposit:			
Meter Install Date: _____	Meter Read: _____	Security Deposit:			
<b>City Official Signature:</b> _____		Notes/Comments:			



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<p><b>Water Hookup Fee</b> <i>(current)</i> Commercial – per ERU: \$6,000 +materials Non-Profit: \$5,000 +materials</p>	<p><i>No person shall make any connection with the domestic water system of the City of Winlock or add to any existing connection. All residential units shall be separately metered unless master-metered per city ordinance.</i></p>	<p><b>NOTICE:</b>  <i>*Water billing will begin at the time of meter installation.  *Sewer billing will begin at final occupancy or six (6) months, whichever comes first.</i></p>										
<p><b>Sewer Hookup Fee</b> <i>(current)</i> Commercial – per ERU: \$7,000 +materials Non-Profit : \$6,000 +materials</p>												
<p><b>Application Fees</b> Water: \$250.00 per location Sewer: \$250.00 per location</p>	<p><b>REFERENCE:</b></p> <table border="0"> <tr> <td><b>WMC Sections</b></td> <td><b>Ordinance No's</b></td> </tr> <tr> <td>13.05</td> <td>1132</td> </tr> <tr> <td>13.10</td> <td>1137</td> </tr> <tr> <td>13.35</td> <td>1138</td> </tr> <tr> <td>1340</td> <td>1141</td> </tr> </table>	<b>WMC Sections</b>	<b>Ordinance No's</b>	13.05	1132	13.10	1137	13.35	1138	1340	1141	
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### The Application:

- The Water/Sewer Application Fee must be paid as part of the Master Site Plan Application.

**Fees:** Commercial building connection fees are estimated based on the projected water use at the time of hook up. This estimate must be submitted by the property owner. If no estimate is provided, then the city will provide an estimate. **The customer will be charged the base rate for hookups which is listed below whether an estimate is submitted or not submitted.**

- One (1) ERU will be 1,000 cubic feet per month or 12,000 cubic feet per year (89,760 gallons)
- At the end of the first year of service the city will calculate the actual ERU's used for the property.
  - If the ERU is higher than the estimated amount, the property owner will be billed for the remaining amount owed for the connection fees.
  - If the ERU is lower than the estimated amount, the city will refund equal to the difference in the charges for the connection fees to the property owner.
- Buildings over 50,000 square feet will pay this extra fee every year for 3 years, based on a yearly evaluation.

**Rates:** *The minimum charge will be one (1) ERU and is not subject to discounts.*

- ERU Charge:** you will be charged one (1) ERU for the intial connection fee.

### Connections:

- No water/sewer connections will be held until the Master Site Plan Application has been approved.
- Once approved, connections will be valid for two (2) years. All infrastructure must be installed within that time frame, see chart.
  - If a Master Site Plan Application is not required, connections are valid for one (1) year.
- If you fail to install the required water, sewer, storm drain infrastructure upgrades within the two (2) years, connections become invalid and revert to the city unless an extension is requested.

### Extension Request:

- Extension requests can be for 1 – 5 years. After 5 years the application process must be started over.
- Requests are approved by the city council during a regularly scheduled meeting. If approved, the full connection fees must be paid and 50% of the monthly water and sewer rate. If not paid, connections revert to the city.



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