



City of South Bend
Department of Public Works

Utility Verification Form

Please submit
UVF processing fee of **\$50** to:
**City of South Bend/Public Works
ROW Permit Office
227 W. Jefferson Blvd Ste. 1316
South Bend, IN 46601**

This form provides information for the City to establish a utility account, calculate System Development Charges, and streamline the permitting process. Before submitting this form, contact the ROW Permits Office to confirm availability of utilities.

THIS IS NOT A PERMIT. The applicant must first provide all information below and pay all necessary fees. The applicant's contractor must obtain right-of-way permits and water tap permits prior to connecting to City utilities.

Property Information (To Be Completed By Applicant):

Property Owner's Name: _____

Address/Lot #/Subdivision: _____

City, State, ZIP: _____

Property is a:
New development
Redevelopment

Type:
Single-Family Residential, ≤5 units
Other

Location:
Inside City
Outside City - Within Service Area
Outside City - Not Within Service Area

The applicant is requesting the following connections:

If outside City, is property 1/8 contiguous? _____

**New water connection: Flow* = _____ GPD
ERUs = _____**

Modify existing water meter from _____" to _____"

New sanitary sewer connection**

Reuse existing sewer tap***

City Requirements (To Be Completed by the City of South Bend):

City Connection Fee \$ _____

System Development Charge is due prior to connecting to City water and sewer.

Wastewater Survey for Nonresidential Establishments
(Note: May require industrial discharge permit and pre-treatment)

Waiver of Remonstrations to Annexation Agreement
Annexation

Requires System Improvements

*310 GPD = 1 Equivalent Residential Unit (ERU). For residential properties, ERUs = # of units. For non-residential properties, refer to 327 IAC 3-6-11 to calculate GPD and attach calculations with this form. If development falls outside IAC categories, attach stamped flow calculations showing GPD.

**New sanitary sewer connections must conform to City Standards.

***Reuse of sewer lateral subject to approval by City.

By executing this Utility Verification Form, you hereby acknowledge the statements contained herein are true and accurate. If the City later determines that you misrepresented any statement on this Utility Verification Form, you will be charged the corrected City connection fee. You understand the requirements to connect to City utilities as set forth under South Bend City Ordinance and agree to meet the requirements set forth above. **The Contractor will coordinate first with ROW Permits Office for right-of-way permits and then with Water Works for the tap permit.**

Property Owner or Representative Signature: _____ Date: _____

Property Owner or Representative Phone: _____

**** Form is not valid without Authorized Signature and Property Owner or Agent's Signature ****

SDCs Paid Date: _____

Check # _____
 Cash

UVF Fee Paid Date: _____

Check # _____
 Credit
 Cash