



# Utility Verification Form (UVF)

## City of South Bend - Department of Public Works

Please submit UVF processing fee of \$50 to:  
City of South Bend  
Public Works — ROW Permits office  
215 S. Dr. Martin Luther King, Jr. Blvd., Ste 400  
South Bend, IN 46601

Use this form to establish a new municipal utility account and calculate System Development Charges (SDCs), if applicable to your development. Before submitting this form, contact the City's Right-of-Way (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 is a : ☐ New development ☐ Redevelopment

Property Owner's Name \_\_\_\_\_

Address \_\_\_\_\_

Lot # \_\_\_\_\_

Subdivision \_\_\_\_\_

**South Bend**

**IN**

City

State

Zip

Type: ☐ Single family residential (<5 units) ☐ Other

Location: ☐ Inside city ☐ Outside city: within service area ☐ Outside city: Not within service area

If outside city, is property 1/8 Contiguous? \_\_\_\_\_

This applicant is requesting the following connections :

☐ New water connection: flow\* = \_\_\_\_\_ GPD ERUs = \_\_\_\_\_

☐ New sanitary sewer connection\*\*

☐ Modify existing water meter from \_\_\_\_\_" to \_\_\_\_\_"

☐ Reuse existing sewer tap\*\*\*

☐ Fire suppression

\*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.

**Agreement:** 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 Utility Office for the tap permit.**

Property owner or representative signature \_\_\_\_\_

Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

**Note: Form is not valid without authorized signature and property owner or agent's signature.**

### CITY REQUIREMENTS: TO BE COMPLETED BY 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 remonstrance to annexation agreement

☐ Annexation

### CITY USE ONLY

SDCs paid date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Form of payment:

☐ Check # \_\_\_\_\_

UVF paid date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Form of payment:

☐ Check # \_\_\_\_\_ ☐ Credit ☐ Cash

Signature of City Representative \_\_\_\_\_

Date \_\_\_\_\_