

PAWSD Permit: _____ Acct#: _____ Location#: _____

Water WO: _____

W/W WO: _____

Copy to Scott: _____

2025

PAGOSA AREA WATER & SANITATION DISTRICT
WATER/WASTEWATER CONNECTION REQUEST PERMIT

Multi-Dwelling – Commercial – Mixed Use

100 Lyn Avenue Pagosa Springs, CO 81147

www.pawsd.org

(970) 731-2691

Date: _____ connections@pawsd.org

Backfill WO: _____ Completion Date: _____ Backfill Notes: _____

Fixture Count: _____ Meter Size: _____ Billing EU: _____ (1) Water: _____ (9) Drought: _____ (3) W/W: _____

Below Portion to be completed by Owner or Agent

(A water meter sizing worksheet is required prior to Connection.)

Name of Property Owner: _____

Mailing Address: _____

Mailing Address

City / State / Zip Code

Phone# (Home): _____ (Work): _____ (Cell): _____

E-mail Address: _____

Location of Property

Street Address: _____

Subdivision: _____ Block, if applicable: _____ Lot: _____

General contractor: _____ Phone number: _____

Excavator: _____ Phone number: _____

*Commercial / Industrial _____ *Mixed-Use _____ *Frost Free Hydrant &/or Lawn Sprinkler System _____

* **Multi-Dwelling Types (See Pg 2 for definition):**

1). _____ Townhome/Duplex, Triplex, etc. Total # of Living Units: _____ # of Phases: _____

2). _____ Apartments/Condos Total # of Living Units: _____ # of Phases: _____

Metering Options:

1 Meter for entire complex: _____ 1 Meter/Bldg: _____ 1 Meter to Each Living Unit: _____

*Connections required to have a **Reduced Pressure Zone Backflow Prevention Device** (See Pg 5).

Meters are padlocked until Backflow Device is inspected & approved.

If issued, Building Permit#: _____ Building Permit Attached: _____

Backfill Inspection Fee If the backfill is incomplete after the initial inspection, a **\$65 fee will be assessed to the account** for each additional backfill inspection required until the backfill is complete. See Pg. 2 for illustration and requirements. **Initial** _____

Wastewater Backflow Check Valve: Property owner is **strongly encouraged** to install this valve on their sewer service line to prevent the possibility of untreated sewer backing up into the dwelling/property.

I/we have read and agree to comply with the terms of the Pagosa Area Water & Sanitation District Water / Wastewater Connection Permit Request form and are subject to the **PAWSD Rules & Regulations**. I have initialed each page as required.

I acknowledge that PAWSD does NOT guarantee location of main(s) and/or service lines(s).

Property Owner or Agent Signature: _____ Date: _____

Connection: _____ / _____ / _____
Time Day Date

Multi-Dwelling Definitions

Townhome/Duplex, Triplex, etc: Group of residences within a single building joined by common walls.

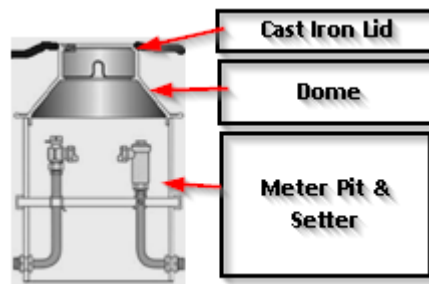
Apartments/Condos: Group of residences within a single building with *shared heating & plumbing, internal access shared hallways, with single land ownership on a master water meter.*

Mixed Use: Each residence is 1 Equivalent Unit. Commercial Meter Sizing Worksheet determines the Commercial EU portion. The total EU determines the assessments.

Illustration of Meter Pit Backfill

- **METER PIT BACKFILL REQUIREMENTS:** 1) Same day as meter pit is installed; 2) 2" from top of cast iron lid, 3) 4 ft. perimeter around **ENTIRE** meter pit.

BACKFILL 2 INCHES FROM TOP OF THE CAST IRON LID, LOCATED ON TOP OF THE DOME Same Day that Meter Pit is Installed



TERMS & CONDITIONS

THE FOLLOWING IS THE RESPONSIBILITY OF THE PROPERTY OWNER AND MUST BE MET BY THE CONNECTION TIME AT THE PROPERTY SITE

- **Permits & Regulatory Requirements:** All permits or regulatory requirements necessary for the installation, repair, and/or maintenance of a service line is the sole responsibility of the property owner.
- **Excavator & Operator:** Minimum size of backhoe/excavator, equivalent to 580 with rubber tire & 24" bucket. The District recommends that the operator have a "spotter" on site during excavation. PAWSD staff will **NOT** act as spotters for any other utilities during excavation. Excavator is solely responsible for any damage caused during excavation and/or backfill.
- **Property pins:** All property pins must be located to determine the location of the utility easement.
- **Utility Line Locates:** Per State Law, all other utilities **must be marked prior to the connection.** District staff will not move forward with the connection if the other utilities are unmarked. Please order the utility line locates at least one week prior to the connection.
- **Bedding Material:** District requires minimum bedding of 4" below and 12" above pipe with debris free fill. See City/County Specs for their individual requirements.
- **Barricades & Signs:** See City/County Specs for their requirements.
- **Signage:** The property owner is responsible for road and construction signage as needed.
- **Cancellation/No Show Policy:** District must be contacted a minimum of **1 business day prior** to connection time or the account will be assessed a **\$250** fee per occurrence and may be rescheduled if there is availability on the 2025 Connection schedule. Cancellation includes No Shows, insufficient preparation (i.e. line locates), and inadequate equipment available.

I HAVE READ AND UNDERSTAND THE ABOVE TERMS AND CONDITIONS. **Initial** _____

TERMS & CONDITIONS - CONTINUED

- **Tracer Wire:** The property owner is responsible for installing tracer wire from the meter pit to the structure. Both ends of tracer wire must be accessible.
- **Private Utility Easements:** Property owners or agents are responsible for acquiring the proper easements for the water and/or sewer connections.
- **Sump Pump:** It is illegal to discharge sump pump(s) into the District's sewer system.
- **Water Fittings:** Property owner is responsible to provide fitting between meter pit and their pipe (male iron pipe thread coming out of pit, a female iron pipe thread is needed).
- **Sewer Installation:** District completes tap at main line. The property owner is responsible for all excavation, materials (typically, pipe is 4" PVC Schedule 35), and installation of service line beyond the main line tapping saddle. Suggested minimum fall for 4" pipe is 6" per 100 ft.
- **Sewer Maintenance:** Maintenance of any sewer service line, whether commercial or residential, is the sole responsibility of the property owner. On properties where more than one property shares a sewer service, the affected property owners share the responsibility to maintain and repair the sewer service line, in its entirety.
- **High Pressure Wastewater Line:** Properties provided with this service may require an Environmental One lift station (or equivalent), lateral kit and valve box. The property owner is responsible for all excavation, materials, installation, and maintenance of service line and lift station beyond the main line tapping saddle.
- **Connection Refund:** Any portion of the physical connection **NOT** completed by the conclusion (typically Oct 31st) of **this year's District Connection Season** shall be refunded. If, in a future connection season, a new service is requested, a Connection Request Permit form specific to that year's connection must be completed and the then current applicable fees paid.
- **Pre-excavation:** Excavating the District's mainline prior to the day of connection is not permissible. The District is not responsible for misalignment or mainline breaks should excavation occur prior to connection. The District shall be reimbursed for costs associated with repair of the mainline break.
- **Excavation: Trench safety is at the District's discretion.** Under the District's supervision, the property owner is responsible for all excavation (blasting, trenching, shoring, backfill, compaction, & ground water pumping) beginning at & including exposing the mainline. **The District can NOT guarantee location of the mainlines or service lines.**
- **Trench Sharing:** Permitted 5 ft. beyond property line, with a suggested 2 ft. horizontal separation. Colorado Law requires a minimum 10 ft. horizontal separation between water & wastewater lines.
- **Frost Line:** To prevent freezing of water and/or hi-pressure wastewater lines, lines should be located at a minimum depth of 4 ft.
- **Utility Easement:** In the event of a leak or other needed repair, the District will access the affected area in the utility easement. The utility easement should not be encumbered, and the area may be damaged by repair equipment and PAWSD is not responsible for the replacement of any landscaping.
- **Water Pressure:** Maintaining the water pressure is the property owner's responsibility including the expense to reduce/increase water pressure beyond the water meter.
- **Unauthorized Connection:** No excavation of or connection to District water and/or wastewater lines shall be made without permission and supervision by District personnel. It shall be considered an illegal connection, and the property owner would be liable for all repairs and applicable fines.
- **Capital Investment Fee/Equity Buy-In Fee:** It is the property owner's responsibility to notify the District of change in water fixture count or change-in-use.
- **Monthly Service Billing:** Once the connection is completed, availability fees cease, and monthly service assessment begins.

I HAVE READ AND UNDERSTAND THE ABOVE ADDITIONAL TERMS AND CONDITIONS. **Initial** _____

Cross-Connection Control Program/Backflow Prevention Device

To ensure safe drinking water, Federal and State legislation have sanctioned water authorities, such as PAWSD, with the responsibility and authority to implement and maintain a Cross-Connection Control Program. Additionally, water authorities will specify, inspect, and receive documentation on all backflow prevention devices. PAWSD has determined a **REDUCED PRESSURE ZONE Backflow Prevention Device (BPD)** will be required for non-residential service connections, existing, and future.

General Information:

- All costs for design, installation, maintenance, repair, and testing of the BPD are the responsibility of the property owner.
- In NO case will it be permissible to have connections between the meter and the BPD, without District pre-notification, approval, and inspection.
- Testing will be done to ensure proper operation of the BPD.
 - It will be the responsibility of the property owner to have certified tests made.
 - Each test will be performed by a Certified Technician approved by the Colorado Department of Public Health & Environment and PAWSD.
 - It will be tested at the time of installation and on an annual basis thereafter.
 - Each test will be conducted in accordance with ASSE and/or USC-CCC & HR Performance Standards and Field Test Procedures, as directed by the Colorado Department of Public Health & Environment.
- Records of all tests, repairs, or replacement shall be kept by both the property owner and PAWSD.
- As necessary, whenever the BPD is found to be defective, it will be the property owner's responsibility to repair or replace the device.
- Discontinuance of water service may occur when:
 - Property owner fails to comply in the installation, maintenance, testing, or inspection of the BPD.
 - An unprotected cross-connection exists.
 - Any BPD is found to be defective, removed, or bypassed.

Installation Information:

- Before installing the BPD, pipelines should be thoroughly flushed to remove foreign material, as this may cause the BPD to malfunction.
- The BPD will be installed:
 - by a Colorado Licensed Plumber;
 - immediately upon service line entry to the building, upstream of any other connection to the service line;
 - in an accessible location to facilitate maintenance, testing and repair. Where building security is required, it should be located in an area not subject to security;
 - shall be inspected in accordance with the State and current local plumbing codes;
 - at least twelve (12) inches above the finish grade to allow clearance for the repair work;
 - with concrete slab at finish grade (recommended);
 - with proper drainage for the relief valve (Drainage may be piped away from the location if drainpipe is readily visible from above grade and the relief valve is separated from the drain line by a minimum of double the diameter of the supply line.); and
 - in the horizontal position (Vertical installation shall only be acceptable when a Watts 909 RPZ BPD is installed.).
- The BPD valves are not to be used as the inlet or outlet valve of the water meter. Test cocks shall not be used as supply connections.
- The single check valve is NOT considered a BPD.
- The District will require inspection of all containment BPD installations.
- The District retains the right to test or otherwise check the installation and operation of any containment assembly at any time to ensure proper operation.

I HAVE READ AND UNDERSTAND THE ABOVE INFORMATION REGARDING THE CROSS-CONNECTION CONTROL PROGRAM. Initial _____