

## Utilities Checklist

**NOTE: This form must be presented to the Sauk Centre Public Utility Commission Office (101 S. Main Street), signed by a member of their staff and returned to the Planning & Zoning office before a building permit will be issued.**

	YES	NO	N/A
Will building require electrical heat?	_____	_____	_____
Are you installing an electric hot water heater?	_____	_____	_____
Adding electric central air conditioning?	_____	_____	_____
Do you require new electric service or a change in service box location?	_____	_____	_____
Date: _____			
Are there any changes to your present water service planned or a new line hook-up?	_____	_____	_____
Are there any changes to your present sanitary sewer service planned or a new hookup?	_____	_____	_____
If a disturbance to the street adjacent to the structure is needed for utility services, have you applied for a street opening permit from the City Hall?	_____	_____	_____
Do you wish to know more about load management of electrical service?	_____	_____	_____
Will you be installing a lawn sprinkler system?	_____	_____	_____
Name: _____			
Address: _____			
Legal Description: _____			
General Contractor: _____	Electrician: _____		
Plumber: _____	Excavator: _____		

**REMINDERS:**

1. There shall be installed in all new buildings a remote reading water meter adjacent to the electric meter.  
 The owner must install a half inch (1/2) PVC conduit from the water meter location to the electric meter socket panel on the outside of the building. Conduit shall be placed within six (6) inches alongside the conduit of the electric meter socket panel and a minimum of two (2) feet above grade.
  
2. There will be NO removal of dirt in the public road right-of-way or the public easement.  
 There are many different utility services located in the R-O-W and easements, therefore, the elevation and coverage cannot be changed.
  
3. Customers with new sewer & water hookups to the sanitary sewer & water mains shall pay both sewer and water access charges (SAC & WAC). The WAC charge is \$ \_\_\_\_\_ for a (1) inch service line or smaller  
 The WAC charge is \$ \_\_\_\_\_ for upto and including a (4) inch service line. Services over these sizes will be addressed on an individual basis. This charge is to be paid along with the building permit fee at City Hall.

\_\_\_\_\_  
 Public Utilities Signature Date

\_\_\_\_\_  
 Property Owner/Applicant Signature Date