



City of Punta Gorda, Florida

Billing and Collections Department
126 Harvey Street Punta Gorda, Florida 33950
941-639-2528 Office

APPLICATION FOR UTILITY SERVICE

ORIGINAL APPLICATIONS ARE TO BE MAILED AND/OR DELIVERED IN PERSON ONLY. FAXES WILL NOT BE ACCEPTED.

Upon approval of service the Billing and Collections department will notify you of the total cost of impact fees. Payments of fees are to be made payable to the CITY OF PUNTA GORDA. No work will be performed until payment is received. Upon receipt of payment the billing office will generate a work order to set the meter. See Condition of service below.

NEW METER INSTALLS MAY TAKE APPROXIMATELY SIX (6) TO EIGHT (8) WEEKS FROM THE DATE OF APPROVAL AND PAYMENT OF FEES.

AS A CONDITION OF SERVICE THE APPLICANT AGREES TO:

1. Pay the required meter installation fee, tapping charges, utility deposits, inspection fee and utility agreement fee (if applicable) to the City of Punta Gorda Billing & Collections Department located at **126 Harvey Street**.
2. Comply with all existing City of Punta Gorda Ordinances and FDEP (Florida Department of Environmental Protection) rules pertaining to the construction and use of Public Utilities.
3. Install a grease interceptor (if applicable) and have interceptor pumped out on a quarterly basis and maintain record of pumping, notify Pre-Treatment Coordinator at (941) 575-3339 for inspection, prior to start up.
4. Provide a plot plan of property to be served and to have property corner marked within three (3) days of payment of required fees.
5. The applicant agrees that if said service connection required unusual depth or length due to extremely deep swales, obstructing driveway and drainage culverts, or conflicts with existing utilities: Applicant will pay an additional fee for extra labor and materials expense. This fee will be based on actual cost and shall not exceed \$300.00.
6. **NOTICE TO CONTRACTOR/APPLICANT: A Backflow Preventer Assembly shall be installed prior to utility setting a meter. Notify Cross Connection Control Coordinator at 941-575-5091 for inspection of Backflow Preventer Assembly. Backflow Preventer Assembly shall be tested annually. NOTE: Utility Meter will NOT be installed without a Backflow Preventer Assembly.**
7. **NOTICE TO CONTRACTOR/APPLICANT: Final Grade for the Meter and Meter Box is the responsibility of the Contractor. New meter installation(s) will be completed within six (6) to eight (8) weeks from date of utility approval and payment of fees.**
8. **NOTICE TO CONTRACTOR/APPLICANT: Pursuant to City Ordinance 1860-16, the City shall have the right to require annexation into the territorial limits of the City, or require the execution of an annexation agreement for future annexation prior to.**

Please
Initial

Please
Initial

Please
Initial

REQUIRED ATTACHMENTS: Failure to provide this information will delay your request.

_____ Charlotte County Property Appraiser Record

_____ Plot Plan

I have read and agree to the terms and provisions of this application.

Applicant's Signature

Print Name (REQUIRED)

Date

SECTION I – REQUEST FOR UTILITY SERVICES
(To be completed by applicant)

Applicant's Name: _____

Applicant's Mailing Address: _____

Applicant's Email Address: _____ Phone: _____

Address Requesting Utility Service _____

Charlotte County Parcel ID: _____

Request for: Water Only Sewer Only Water and Sewer

Water Meter Size Desired (Check One) 3/4" 1" 1 1/2" 2" 3" 4" 6"

No. of Water Meter(s) Requested: _____ Utility Connection shall service (Number) _____ Equivalent Residential Units (ERUs)

Utility Connections are for: Residential Non- Residential

If connection is for Non-Residential, please specify type: _____

If connection is for Restaurant or Food Service specify seating capacity: _____

SECTION II – UTILITY AVAILABILITY AND SPECIFIC REQUIREMENTS
(To be completed by Utilities Department)

PROPERTY LOCATION: In the City Outside the City

WATER AVAILABILITY: YES NO

SEWER AVAILABILITY: YES NO

Backflow Prevention Assembly: YES NO

Type: FEBCO 825Y OR SIMILAR Testing Frequency: Annually

Grease Trap Interceptor: YES NO

Type: _____ Testing Frequency: _____

Approved by Utilities (Signature)

Date

SECTION III – ANNEXATION
(To be completed by Urban Design)

IS THE PROPERTY LOCATED OUTSIDE THE CITY LIMITS: YES NO (If NO, no further action required under this section)

Does property currently meet the statutory requirements for voluntary annexation:

Yes – Property Owner required to annex into City

NO – Property Owner required to enter into annexation agreement: Date sent for Recording _____

SECTION IV – FEES
(To be completed by Billing & Collections Division)

Contribution in Aide of Construction \$ _____

Water Capacity Fee \$ _____

Wastewater Capacity Fee \$ _____

Inspection Fee \$ _____

Meter Installations Fee \$ _____

TOTAL COST \$ _____

Total Amount Received \$ _____ Check # _____ Cash Other Date Received: _____