

**FREDERICK COUNTY DIVISION OF WATER AND SEWER UTILITIES (DWSU)**  
**DEPARTMENT OF ENGINEERING AND PLANNING**  
**4520 METROPOLITAN COURT; FREDERICK, MARYLAND 21704**  
**(301) 600-2956**

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**COMMERCIAL SITE CONNECTION  
PERMIT FOR CONSTRUCTION**

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Issue to: \_\_\_\_\_ Permit No. \_\_\_\_\_  
 (Name) \_\_\_\_\_  
 \_\_\_\_\_ Date: \_\_\_\_\_  
 (Address) \_\_\_\_\_ Phone No.: \_\_\_\_\_  
 (City, State& Zip Code) \_\_\_\_\_

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This permit covers authorization for construction of:

<b>I. Installing sanitary sewer laterals (Standard Details #205 - #210)</b>	<b>Applicable (✓)</b>	<b>Contract Cost</b>	<b>Inspection Fee(s)</b>
a.) Main on lot side of road or easement centerline		\$	\$240.00
b.) Main on opposite side of road or easement centerline		\$	\$300.00
<b>II. Installing water house connection (Standard Detail #110.4 &amp; 113)</b>		<b>\$</b>	
a.) Main on lot side of road or easement centerline		\$	\$240.00
b.) Main on opposite side of road or easement centerline		\$	\$300.00
<b>Location:</b>		\$	
	<b>TOTAL</b>	\$	\$

Under the following conditions:

1. After receipt of APPROVED material submittals and shop drawings from the Division of Water and Sewer Utilities (DWSU), the contractor must notify DWSU construction manager at (301) 600-2934, **48 hours** prior to the start of any construction on this project. Leaving a voicemail message is not adequate notification.
2. The applicant for this permit and the construction contractor for this project, by signature below, agree to adhere to and fulfill the requirements, which are a condition of granting of this permit by the County. (See page 2)
3. This permit is valid only for use by the applicant and may not be transferred to another without the written permission of the County. This permit expires six (6) month after the signature date of the owner, contractor and the authorized official of Frederick County.

In witness whereof, the parties hereto have executed this agreement as of the Day and Year first written above.

Property Owner: \_\_\_\_\_

Witness: \_\_\_\_\_ (Firm Name)

By: \_\_\_\_\_

(Authorized Signature)

Date: \_\_\_\_\_

(Printed Name and Title)

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Contractor: \_\_\_\_\_

Witness: \_\_\_\_\_ (Firm Name)

By: \_\_\_\_\_

(Authorized Signature)

Date: \_\_\_\_\_

(Printed Name and Title)

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Frederick County:

Witness: \_\_\_\_\_

By: \_\_\_\_\_

(Authorized Signature)

Date: \_\_\_\_\_

(Title)

TIME SHEET CHARGE NO: \_\_\_\_\_

4. The specifications for the work shall be as follows:
  - a. Off-site work, which will become County property, shall be in accordance with Frederick County's "General Conditions and Standard Specifications for Water Mains, Sanitary Sewers and Related Structures" and "Standard Details for Water Mains, Sanitary and Related Structures" and any additions or revisions thereto. It shall be the responsibility of the owner or the owner's contractor to secure copies of these from the Division of Water and Sewer Utilities (DWSU).
  - b. All water and sewer line trenches shall be backfilled and compacted per specifications prior to testing lines.
5. The County's DWSU will furnish inspection for all phases of this project.
6. The permittee will not place into use or operation any portion of this project until the inspector has signed below.
7. The non-reimbursable construction inspection fee, payable by the property owner to DWSU, was established in lieu of the Construction Contract fee schedule.

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**APPROVAL INSPECTOR'S SIGNATURE**

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**DATE**

## **REQUIREMENTS FOR SITE CONNECTION PERMITS**

1. Provide a site plan showing the connection points for the water and/or sewer. The point of contact will be Sara McKay at 301-600-2940. For permit questions, construction requirements and inspections, contact Charles Hutchinson at 301-748-7387. After approval of the site plan, proceed as follows (see items #2 thru #11 below).
2. Complete top part of page 1 including the name, address and telephone number of the owner. Date the permit form. DO NOT insert the permit number. The Division of Water and Sewer Utilities (DWSU) will assign the permit number.
3. Identify the location of the work in the “Location” line of the table on page 1.
4. Enter value of each line of work in the table on page 1.
5. Check off the fee for each line of work in the table on page 1.
6. Owner shall sign, date and have witnessed the Owner’s Section on page 1.
7. Contractor shall sign, date and have witnessed the Contractor’s Section on page 1.
8. Provide a check to cover the total fees payable to “DWSU”.
9. Return completed permit form, check and site plan to DWSU at 4520 Metropolitan Court, Frederick, Maryland 21704.
10. Submit a copy of the pre-approved materials list identifying the materials to be used in this work **with the signed permit form.**
11. Permit form and the material list will be approved by DWSU and mailed or faxed to the owner.