



Haines Borough

103 Third Ave. S., Haines, Alaska, 99827
 Telephone: (907) 766-2231 * Fax: (907) 766-2716

APPLICATION FOR NEW WATER/SEWER SERVICE

I. Owner/Authorized Representative		Owner's Contractor(If Any)	
Name:		Name:	
		Haines Borough Business License #:	
Mailing Address:		Alaska Business License #:	
		Contractor's License #:	
Contact Phone: Day	Night	Mailing Address:	
		Contact Phone: Day Night	
Fax:		Fax:	
E-mail:		E-mail:	
II. Property Information			
Property Tax ID #:			
Size of Property:			
Site Street Address: (If Any)			
Legal Description: Lot (s)_____ Block_____ Subdivision_____			
OR			
Parcel/Tract_____ Section_____ Township_____ Range_____			
[Attach additional sheets if necessary.]			
III. Description of Work			
Type of Service			
<input type="checkbox"/> Single Residential		<input type="checkbox"/> Multiple Residential (Give # of units: _____)	
<input type="checkbox"/> Residential/Commercial (Meter Required)		<input type="checkbox"/> Commercial Only (Meter Required)	
<input type="checkbox"/> Subdivision (Give # of lots: _____)		<input type="checkbox"/> Industrial	
<input type="checkbox"/> Standby Fire			
Size of Service (standard residential 1" water, and 4" sewer)		Date Service to Begin	
Water: _____ inches		(Actual or Approximation):	
Sewer: _____ inches		_____	
Required Attachments:			
<input type="checkbox"/> Completed Application Form			
<input type="checkbox"/> \$50 Non-Refundable Fee (Checks must be made payable to the Haines Borough)			

IV. CERTIFICATION

I hereby certify that I am the owner or authorized representative of the property described above. I am aware that the hookup fees and State utility access fees noted below are only minimums and **I agree to pay any and all of the Borough's hookup costs and State permit charges applicable above these minimum fees as well as all other standard fees.** I further agree to comply with the provisions of the sewer and water regulations. I understand that service lines on private property must be a minimum of 1" in diameter. I understand that if I am applying for a commercial or industrial water use, I am responsible for the cost of the water meter and its installation. This application is a request for service and does not bind the Borough to furnish

service. I understand that payment of the application fee is nonrefundable and is to cover the costs associated with processing this application, and that it does not assure approval of the proposed use. I also understand that all contract work on this project will be done by a contractor holding valid licenses issued by the State of Alaska and the Haines Borough. **I am aware that if I begin work prior to receiving permit approval, I may be assessed a penalty fee, as per HBC 18.30.070.**

Signature (Representatives must provide written proof of authorization)

Date

PROVISIONS: The applicant is advised that issuance of this permit will not relieve responsibility of the owner or authorized representative to comply with the provisions of all laws and ordinances, including federal, state and local jurisdictions, which regulate construction and performance of construction, or with any private deed restrictions.

Office Use Only Below This Line

- | | |
|--|--|
| <input type="checkbox"/> \$50 Non-Refundable Borough Application Fee | <input type="checkbox"/> \$650 Minimum Water Hookup Fee* |
| <input type="checkbox"/> \$150 Subdivision Application Fee | <input type="checkbox"/> \$450 Minimum Sewer Hookup Fee* |
| <input type="checkbox"/> \$100/\$600 State Utility Permit-Water* | <input type="checkbox"/> \$_____ Water Expansion Charge** |
| <input type="checkbox"/> \$100/\$600 State Utility Permit-Sewer* | <input type="checkbox"/> \$_____ Sewer Expansion Charge** |
| <input type="checkbox"/> \$50 Borough Administrative Fee | <input type="checkbox"/> \$100 Water Inspection Fee |
| <input type="checkbox"/> \$_____ Meter Charge | <input type="checkbox"/> \$100 Sewer Inspection Fee |
| <input type="checkbox"/> \$_____ Water Main Extension Inspection Fee*** | |
| <input type="checkbox"/> \$_____ Sewer Main Extension Inspection Fee*** | |

*Minimums – Actual costs may be more depending on road conditions and the geography of the land

**Based on size of water line

***\$25 for the first 100 feet, and \$0.25 for each additional foot

<input type="checkbox"/> Applicant Notified Application is Complete and Accepted for Review _____ <div style="display: flex; justify-content: space-between; font-size: small;"> Date Notified via Initials </div>	
Non-Refundable Application Fee \$ _____ Payment Method: _____ Receipt #: _____ Received By: _____ Date: _____	All Other Standard Fees \$ _____ Payment Method: _____ Receipt #: _____ Received By: _____ Date: _____
If application is approved: <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, Signature: _____ <div style="text-align: center; font-size: x-small;">Public Works Superintendent</div> Signature: _____ <div style="text-align: center; font-size: x-small;">Water/Sewer Operator</div> Signature: _____ <div style="text-align: center; font-size: x-small;">Planning & Zoning Technician III</div> Signature: _____ <div style="text-align: center; font-size: x-small;">Chief Fiscal Officer</div> Permit ID#: _____ Permit Effective Date: _____	If no, Denied By: _____ Date: _____ Reason: _____ _____ _____ [Attach additional sheets if necessary.]

Notice of Right to Appeal: All decisions of the Borough Officials are appealable per HBC 18.30.050

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

COMMENTS/SPECIAL CONDITIONS:

PUBLIC WORKS SUPERINTENDENT'S COMMENTS/SPECIAL CONDITIONS:

WATER/SEWER OPERATOR'S COMMENTS/SPECIAL CONDITIONS:

PLANNING & ZONING TECHNICIAN'S COMMENTS/SPECIAL CONDITIONS:

CHIEF FISCAL OFFICER'S COMMENTS/SPECIAL CONDITIONS:
