



2026

Water & Sewer Permit Application Packet

2/23/2026

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Scan the QR code below for the current edition of the District Design & Construction Standards:



PERMITS ARE ISSUED BY APPOINTMENT ONLY

- Complete the Application for Water/Sewer Permit, pages 3 – 5, from the permit packet and submit the application, with the required documents listed on page 13, to the Lake Whatcom Water & Sewer District office. Keep remaining pages for your reference.
- When the permit is ready a District representative will contact you to set up your permit intake and payment appointment.
- The Bonded Side Sewer Contractor List is a separate list available at the front counter or online at <http://www.lwwsd.org>.

LAKE WHATCOM WATER & SEWER DISTRICT PERMIT PROCESS

the permit process is easy with proper planning

Work within the Lake Whatcom Watershed is subject to work restrictions from October 1 through May 31 when exposed soils exceed 500 SF

AVAILABILITY FORMS

If water and sewer is available, an availability form is typically issued within 2 business days. Connection location information is provided within approximately 2 weeks after staff visits the site and determines connection locations.



DETERMINE AVAILABILITY

Contact the engineering department to determine water and sewer availability for your project. Staff will review and get back to you with project requirements.



SCHEDULE PRE-CONSTRUCTION MEETING

After the permit is paid and issued, Bonded Side Sewer Contractors call 360-734-9224, at least 2 business days in advance, to schedule a pre-construction meeting before construction and for all inspections.



ISSUE PERMIT

Submit permit application, a copy of the Whatcom County issued Building Permit and approved site plan. Staff will prepare the permit.



Call the District office, 360-734-9224, to arrange payment. Payment for your permit is due *before* construction starts. Permits are valid for 365 calendar days from the date of issue.

SIDE SEWER LATERAL CONSTRUCTION

Your side sewer lateral must be installed by a contractor on the District's approved list (see lwwsd.org for a current list). All work must be inspected and meet District Standards.



WATER SERVICE INSTALLATION

After the pre-construction meeting, and when site is prepared, call the District to schedule the water service line install from the main to meter box. Allow approx. 14 days for this work.



Customers install the water service line from the building to the meter and the PRV near the meter box. Service lines and PRV must meet District Standards. Call the District to schedule a PRV inspection.

BEGIN SERVICE

Contact the District office when you are ready for service. Services can begin when all permit requirements are met, including the installation of the PRV and passing the Cross Connection Survey. Billing begins when the water meter is unlocked



YOU DID IT!
WE LOOK FORWARD TO SERVING YOU

CONTACT INFORMATION

District website: [http:// www.lwwsd.org](http://www.lwwsd.org)
District office: 1220 Lakeway Drive | Bellingham, WA 98229
Telephone: (360) 734-9224



LAKE WHATCOM WATER AND SEWER DISTRICT
Application for Water/Sewer Permit

PART 1 – Legal Property Owner Information

Name: _____ Phone Number: _____

E-mail: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Check if Legal Property Owner is the Permit Applicant. Otherwise, complete Part 2

PART 2 – Authorized Applicant Information (if not Legal Property Owner above)

Name: _____ Phone Number: _____

Business Name: _____

E-mail: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

PART 3 - Project Site Information

Tax Parcel Number: _____ Sudden Valley Division: _____ Lot(s): _____

Street Address: _____

City: _____ State: _____ Zip: _____

PART 4 - Type of Permit (check all that apply)

Water Service

Single Family Residence

Accessory Dwelling Unit Commercial or Other Type of Building. Describe: _____

Customer Pressure Reducing Valve will be Installed.

Water Supply Fixture Units (WSFU) per Uniform Plumbing Code: _____

Special plumbing or activities that will be present on this site: None

Underground sprinkler system

Water treatment system (e.g. water softener)

Solar heating system

Residential fire sprinkler system

Sewage pumping facility or grey water system

Home-based business. Description: _____

Radiant In-floor Heat

Boiler

Swimming pool or spa

Other water supply

Boat moorage with water supply

(e.g. beauty salon, machine shop, etc...)

DCVA (double check valve assembly) required. This field to be completed by District engineering staff. DCVA requirements are subject to current and future Cross Connection Control Program Requirements.

Sewer Service

Single Family Residence

Accessory Dwelling Unit

List Bonded Side Sewer Contractor Installing Sewer: _____

Gravity Side Sewer

Private Grinder Pump to Gravity Sewer Main (Submit Grinder Pump Service Checklist before construction)

Private Grinder Pump to Sewer Force Main (Submit Grinder Pump Service Checklist before construction)

LAKE WHATCOM WATER AND SEWER DISTRICT

Application for Water/Sewer Permit

PART 5 – County Permits & Water/Sewer Service Site Plan

- Copy of Whatcom County Building Permit**
- Copy of Whatcom County Revocable Encroachment Permit** (required if work is in County Right-of-Way)
- Site Plan.** Plan must be to scale, neat, legible, and include the following information as applicable:

Existing Features. Property lines, buildings, driveways, ditches, culverts, sewer mains, manholes, sewer cleanouts, fire hydrants, water main valves, sewer cleanouts.

Proposed Features. Buildings, driveways, sewer service alignment, cleanouts, connection to sewer main, grinder pump, location of customer pressure reducing valve, easements, backflow preventer.

Note: Tree removal for sewer and water service lines must be coordinated with Whatcom County and/or Sudden Valley Community Association for lots within Sudden Valley.

PART 6 – Permit Conditions

General. The Lake Whatcom Water and Sewer District is located within the Lake Whatcom Watershed where seasonal clearing activity limitations established by Whatcom County Code 20.51.410 are in force. Clearing activity, which includes trench excavation/backfill and other land disturbance, that will result in exposed soils exceeding 500 square feet shall be prohibited from October 1 through May 31.

Billing. Water and sewer billing both begin on the date the water meter is turned on by the District. For sewer-only customers, billing begins on the date connection is made to the sewer main. The water meter will only be turned on when the District's Cross Connection Control Program requirements are met; typically by installation of a double check valve assembly at the property line, or by submittal of a copy of the property's Whatcom County Building Inspection Permit indicating final sign-off of the rough plumbing system for verification by the District's Cross Connection Control Program Manager (crossconnection@lwwsd.org).

Transfer of Ownership. The Applicant/Owner shall promptly notify the District of any transfer in property ownership occurring during the construction process. Prior to initiation of billing, the account must be reconciled and updated to reflect the current legal property owner to ensure accurate account billing.

Construction Standards. Water and sewer services shall be installed per the District's current Design and Construction Standards. Copies of the standards are available at the District office or online at lwwsd.org/building-permitting/design-and-construction-standards/.

Administrative Code and Non-conforming Work. Water and sewer permits are administered in accordance with the District's current Administrative Code available online at lwwsd.org/about-us/administrative-information/. The property owner is responsible for promptly correcting non-conforming work and subject to additional fees, penalties, and expenses as defined in the Administrative Code.

Water Service Installation

- The District will set a meter adjacent to the property line within the public right-of-way or easement corridor at a location determined by the District. If required, the District will install a new service line from the public water main to the meter location. Lot clearing and rough grading must be completed prior to the District installing a service and meter. A water service and meter is typically installed within 2 (two) weeks from the date of request for water service.
- The property owner is responsible for installing a private water service line from the meter to the building. Properties not adjacent to the public water main, such as those located beyond the end of the main or behind lots fronting the main, will require a longer private water service line installed by property owner or potentially be required to extend the public water main past and through their lot as determined by the District.
- All customers are required to install a Pressure reducing Valve (PRV) on the meter side of the service to protect their plumbing systems from high pressure surges. A PRV inspection is required prior to turning the water meter on.
- Water during construction, if requested by the property owner, is subject to the following requirements and conditions to turn on meter:
 1. A Washington State Department of Health-approved double check valve assembly (DCVA) is installed a minimum of 12-inches below grade in a box near the property line just beyond the private pressure reducing valve (PRV) in accordance with the District's Design and Construction Standards.
 2. Installed DCVA must be tested by a certified backflow assembly tester and the test report submitted to the District's Cross Connection Control Program Manager (crossconnection@lwwsd.org).

LAKE WHATCOM WATER AND SEWER DISTRICT
Application for Water/Sewer Permit

- A fully installed private water service line from the meter to the building is considered District-approved when installed in accordance with the District's Design & Construction Standards, complies with the above requirements and has no outstanding permit fees and charges.

Sewer Service Installation

- Sewer service lines from the public sewer main to the cleanout adjacent to the building must be installed by a contractor on the District's Bonded Side Sewer Contractor list. A current list of bonded side sewer contractors is available at the District office and online at lwvsd.org/building-permitting/bonded-contractors/.
- Multiple inspections are required prior to occupancy. The owner is responsible for requesting the inspections by contacting the District office (360-734-9224) and scheduling the preconstruction meeting and inspections. The owner, or the owner's contractor, may request inspections. A re-inspection fee (per current Master Fees and Charges) will be charged to the account for a no-show preconstruction meeting or re-inspection of deficient work. Required inspections are:
 1. Onsite Preconstruction Meeting
 2. Pipe bedding and backfill inspection prior to covering any pipe
 3. Leak test inspection after pipes are backfilled
 4. Grinder pump inspection and station start-up and testing (if applicable and allowed by the District)
- A fully installed sewer service line and grinder pump system, if applicable, is considered District-approved when installed in accordance with the District's Design & Construction Standards, complies with the above requirements and has no outstanding permit fees and charges.

Permit Expiration. Property owners issued connection permits shall have 365 days from the date of issuance of said connection permit to make a District-approved connection to the District water and/or sewer system without being subject to any increase or additional fees in the connection charge. After 365 days have elapsed, the connection permit shall be subject to any increase or additional fees in the connection charge adopted subsequent to the date of issuance of the permit.

The property owner or authorized agent attests that the submitted information is true and correct, and agrees to comply with PART 6 - Permit Conditions listed above.

Application Submitted By: _____ Date: _____
(signature)

Print Name: _____



LAKE WHATCOM WATER AND SEWER DISTRICT

1220 Lakeway Drive
Bellingham, WA 98229
360-734-9224

Re: Water and Sewer Service Installation & Side Sewer Inspection Scheduling

The Lake Whatcom Water and Sewer District is located within the Lake Whatcom Watershed where seasonal clearing activity limitations established by Whatcom County Code 20.51.410 are in force. Clearing activity, which includes trench excavation/backfill and other land disturbance, that will result in exposed soils exceeding 500 square feet shall be prohibited from October 1 through May 31.

Whatcom County's Lake Whatcom watershed land disturbance window is June 1 through September 30 for projects that disturb more than 500 square feet of ground surface. In past years, there was a surge of activity in late September for side sewer installations performed by District-approved bonded side sewer contractors and water services installed by District staff. The number of inspection and water service installation requests exceeded the District's resources to complete them all before the October 1 land disturbance closure.

The District recommends owners and developers plan ahead and obtain a Water/Sewer Permit as soon as possible, well in advance of the October 1 watershed land disturbance closure. **The District will prioritize water service installations in the order permits are issued (i.e., first come, first served basis).** The District will not be able to install water services that require more than 500 square feet of land disturbance after October 1.

Likewise, bonded side sewer contractors installing sewer services are encouraged to complete this work, including the required District inspections, as early as possible. **District inspection time slots fill up quickly for the last two weeks of September, and inspections will not be performed on projects with 500+ square feet of land disturbance between October 1 and May 31.** Please plan ahead to get your side sewer installed, inspected, and approved with enough time to complete all steps before the end of September..

Sincerely,

Lake Whatcom Water and Sewer District

Justin Clary, PE
General Manager



Lake Whatcom Water and Sewer District Connection Fee Components and Charges

Effective January 1, 2026

(subject to changes by Board of Commissioners and scheduled annual increases)

	Unit Price	Quantity	Amount
Water Connection Fee Components and Charges			
Water General Facilities Fee (5/8"x3/4" Water Meter)	\$ 8,434.21	1	\$ 8,434.21
Installation by District	\$ 2,000.00	1	\$ 2,000.00
Permit Administration & Processing	\$ 170.00	1	\$ 170.00
Initial Water Pressure Reducing Valve Inspection and Documentation	\$ 50.00	1	\$ 50.00
Subtotal Water Connection Charge			\$ 10,654.21
Potential Other Water Fees or Charges			
Water Pressure Reducing Valve Reinspection	\$ 100.00	0	\$ -
COB Reservoir Reimbursement Fee <i>New connections to Eagleridge water system</i>	\$ 300.00	0	\$ -
South Geneva Latecomer Fee <i>Expires 7/22/2026</i>			
Class A	\$ 17,088.97	0	\$ -
Class B	\$ 5,981.14	0	\$ -
Subtotal Additional Fees or Charges			\$ -
Potential Credits			
Pre-Paid Connection Certificate (\$ varies)	\$ -	0	\$ -
Previous Paid Expired Permit (\$ varies)	\$ -	0	\$ -
Subtotal Credits			\$ -

Subtotal Water Connection Fees and Charges \$ 10,654.21

Sewer Connection Fee Components and Charges			
Sewer General Facilities Fee (5/8"x3/4" Water Meter)	\$ 12,851.61	1	\$ 12,851.61
Permit Processing	\$ 170.00	1	\$ 170.00
Initial Sewer Inspection / Grinder Pump Intallation Inspection	\$ 370.00	1	\$ 370.00
Subtotal Sewer Connection Charge			\$ 13,391.61
Potential Other Sewer Fees or Charges			
Scheduled Sewer Inspection - Construction Not Ready	\$ 100.00	0	\$ -
Sewer Reinspection of Deficient Work District Installed Stub <i>Applies to some lots in Sudden Valley where District installed a sewer lateral from the sewer main to the property line.</i>	\$ 500.00	0	\$ -
Lakewood/Grand Blvd Special Benefit Fee <i>Applies to lots where District extended public sewer main to serve defined group of lots.</i>	\$ 755.00	0	\$ -
ULID 18 Charges In-Lieu of Assessment <i>Increases 9.5% annually every January 1, expires January 30, 2028. Applies to properties which are not subject to ULID 18 Assessment, but are located within the South Shore Service Area benefiting from the Lake Louise Road Interceptor.</i>	\$ 6,000.00	0	\$ -
South Geneva Latecomer <i>Expires 7/22/2026</i>			
Class A	\$ 22,406.50	0	\$ -
Class B	\$ 1,704.55	0	\$ -
Subtotal Additional Fees or Charges			\$ -
Potential Credits			
Pre-Paid Connection Certificate (\$ varies)	\$ -	0	\$ -
Previous Paid Expired Permit (\$ varies)	\$ -	0	\$ -
Subtotal Credits			\$ -

Subtotal Sewer Connection Fees and Charges \$ 13,391.61

Total Water and Sewer Connection Fees and Charges \$ 24,045.82

MEETING DATE: _____

BY: _____



PRECONSTRUCTION MEETING

PROPERTY ADDRESS: _____ DIVISION: _____ LOT: _____

CONTRACTOR: _____
(ONLY DISTRICT BONDED AND APPROVED SIDE SEWER CONTRACTORS PERMITTED)

PRECONSTRUCTION MEETING ATTENDEES: _____

DISCUSSION ITEM CHECKLIST

SEWER CONNECTION – ONE OPTION APPLIES AS DIRECTED BY DISTRICT

- SEWER CONNECTION TO EXISTING SHARED LATERAL: Location _____
- SEWER CONNECTION TO EXISTING SEWER MAIN TEE: Location _____
(IF A SEWER TEE OR LATERAL IS NOT FOUND IN LOCATION GIVEN, CONTRACTOR SHALL PROSPECT 2 FEET IN ALL DIRECTIONS FROM THE MEASUREMENT GIVEN. NOTIFY DISTRICT PER ADMIN CODE 5.4.5-2)
- NEW 6" CORE DRILL SERVICE SADDLE ON 8" MAIN: Location _____
- NEW 4" CORE DRILL SERVICE SADDLE ON 6" MAIN: Location _____
- SEWER CONNECTION TO EXISTING MANHOLE: Location _____
(CORE DRILL INTO BENCH AND KOR-N-SEAL BOOT REQUIRED, INSIDE DROP NOT PERMITTED)
- INSTALL 6" SEWER CLEANOUT AT PROPERTY LINE, W/ THREADED CAP AND BROUGHT TO GRADE (DETAIL S7)
- ADD WYE FOR ADJACENT PROPERTY IF LATERAL CAN BE SHARED IN FUTURE
- CALL OFFICE 2 BUSINESS DAYS IN ADVANCE FOR SEWER INSPECTION (OFFICE PHONE IS 360-734-9224)
- SEWER IS READY FOR FIRST INSPECTION WHEN:
 - TRENCH/EXCAVATION IS IN COMPLIANCE WITH WISHA SAFETY STANDARDS
 - PIPE IS BEDDED WITH TOP OF PIPE EXPOSED
 - GREEN TRACER WIRE ON ALL PIPE (WRAP END SECURELY AROUND CLEANOUTS BROUGHT TO GRADE)
- SEWER IS READY FOR SECOND INSPECTION WHEN:
 - BACKFILL IS WITHIN ONE FOOT OF FINISH GRADE AND LOCATE TAPE IS INSTALLED
 - PIPE IS FILLED WITH WATER FOR WATER TEST
- CALL OFFICE IF SCHEDULE CHANGES
- A \$500 FEE IS CHARGED FOR RE-INSPECTIONS OR A \$100 FEE IF CONTRACTOR IS NOT READY FOR INSPECTION AT SCHEDULED TIME.
- WATER SERVICE CONNECTION – WILL NEED A 3/4" FIP ADAPTER TO CONNECT TO BRASS NIPPLE
- PRV MUST BE INSTALLED WITHIN 5' OF METER BOX BEFORE WATER CAN BE TURNED ON
- THE LAKE WHATCOM WATER AND SEWER DISTRICT IS LOCATED WITHIN THE LAKE WHATCOM WATERSHED WHERE SEASONAL CLEARING ACTIVITY LIMITATIONS ESTABLISHED BY WHATCOM COUNTY CODE 20.51.410 ARE IN FORCE. CLEARING ACTIVITY, WHICH INCLUDES TRENCH EXCAVATION/BACKFILL AND OTHER LAND DISTURBANCE, THAT WILL RESULT IN EXPOSED SOILS EXCEEDING 500 SQUARE FEET SHALL BE PROHIBITED FROM OCTOBER 1 THROUGH MAY 31.

NOTES: _____

INITIAL / DATE _____
DISTRICT REPRESENTATIVE

INITIAL / DATE _____
CONTRACTOR

LAKE WHATCOM WATER AND SEWER DISTRICT

Grinder Pump Service Checklist

Contractor shall submit and District shall review the following Grinder Pump Service Checklist and associated grinder pump submittal documents prior to issuance of a Water and/or Sewer Permit:

DESIGN/PUMP SELECTION

Grinder Pump System

Tax Parcel Number: _____

- E-One D Series Package Grinder Pump System
- Other (System must be reviewed and approved by District. Submit drawings, specifications, & calculations)

Static Head (feet): _____ (Vertical distance, or height, effluent is pumped)

Dynamic Head (feet): _____ (Friction losses due to pipe, bends, valves, fittings)

Total Dynamic Head (feet): _____ (Static Head + Dynamic Head)

Pump Operating Point (gpm): _____ (Flow rate of pump at Total Dynamic Head)

MINIMUM SPECIFICATIONS

Grinder pump systems shall be in accordance with Section C1-10.1 and C1-10.2 of the current edition of the Criteria for Sewage Works Design published by Washington State Department of Ecology. Specific section references from the design manual are noted in parentheses below.

Installed grinder pump system shall meet the criteria for the maximum hydraulic gradeline and be able to meet the pumping requirements of the structure where it is installed. (C1-10.1.5)

Connection to Gravity Sewer Main

- Pressure service line shall be 1-1/4" HDPE SDR11 between grinder pump and gravity sewer stub.
- Minimum pipeline velocity of 2 feet per second. (C1-10.1.4)
- Maintenance shut-off ball valve on discharge line at grinder pump. (C1-10.2.1A)
- One check valve required. Can be installed on grinder pump. (C1-10-2.1A)

Connection to Force Main

- Pressure service line shall be 1-1/4" HDPE SDR11 between grinder pump and check valve vault.
- Minimum pipeline velocity of 2 feet per second. (C1-10.1.4)
- Maintenance shut-off ball valve on discharge line at grinder pump.

Two check valves required. (C1-10.2.1A)

- Check valve #1: Installed at Grinder Pump. Can be installed on grinder pump.
- Check valve #2: Installed at property line. Check valve in vault per Standard Detail S16.
- Tapping saddle, 2" corp stop, resilient seat gate valve, and valve box at force main. (C1-10.2.1A)
- 2" HDPE SDR11 service line between forcemain and check valve vault.

Control Panel / Electrical Requirements

- Grinder pump UL Listed for use in raw sewage. (C1-10.2.2A)
- Pump control panel and level-sensing mechanism UL Listed for use in raw sewage (C1-10.2.2C)
- High level visual and audio alarm with battery backup. (C1-10.2.2C)
- Audio alarm capable of being silenced until repair can be made. (C1-10.2.2C)
- Power transfer switch with an emergency generator plug for vessels with less than 24 hours of storage (1000 gallons for single family residence). (C1-10.1.6D&E)
- Electrical components in compliance with National Electrical Code and state Labor and Industries Electrical Inspection Division. (C1-10.2.2D)

Ventilation

- Grinder pump storage tank shall have a separate vent system from structure plumbing. (C1-10.2.2E)

DESIGNER/SUPPLIER CONTACT INFORMATION

Designer: _____ Phone: _____ Date: _____
(print name)

Supplier: _____ Phone: _____ Date: _____
(print name)



WATER AVAILABILITY FORM
PUBLIC WATER SYSTEM

WHATCOM COUNTY HEALTH DEPARTMENT
509 Girard Street
Bellingham, WA 98225
Telephone: 360-778-6000
Fax: 360-778-6001

Complete and submit form with original signatures to WCHD

Applicant Information:

Applicant/Owner(s): Phone:
Address: City: State: Zip:
Contact Person: Phone:
Email and/or Alternate Contact:

I certify that I am the owner or authorized representative of the below noted property. I have examined this form and know the same to be true and correct. I understand that this approval expires one year after the PWS Authorized Representative signature date and that application for final plat approval and/or building permit must be made before the expiration date. I understand that information submitted is subject to the Public Records Act.

Sign: Print: Date:

Property Information: Project Type: Single Multi-Family ADU Commercial Plat

Tax Parcel Number (twelve digit number):

Address of Project:

Building Permit Number: Plat Name: Lot:

Briefly describe project (attach site plan and additional pages as needed)

Certification of Public Water Availability: to be Completed by the PWS Authorized Representative

Group B water systems must have current water tests - bacteriological less than one year old and nitrate less than three years old.

Public Water System Name: DOH ID#:

The above Public Water System (PWS) is approved by the WA State Department of Health or the WCHD for service connections and currently serves service connections. The PWS has the necessary water system infrastructure in place to adequately provide service to the above property per WAC 246-290 or WAC 246-291. The PWS is capable of and willing to supply water to the above property, residence, project or plat for New service(s) and/or Existing service(s).

Direct Connection? Yes No (meter ready, no extension required)

Conditions of Service

I certify that I am an authorized representative of the above PWS. I understand this certification expires one year after the PWS signature date. I understand that information submitted is subject to the Public Records Act 42.56.

Sign: Print: Date:

Title: Address: Phone:

For Health Department Use Only:

Approved Date: Approval Expires:

Denied

By: Well Constructed After January 2018: Yes No

Comments or Conditions:

Notify Via: Email Phone Mail

The subdivision/building permit is located in an area that is governed by chapter 173-501 WAC and in which instream flows are not met and/or are subject to closure. In compliance with ch 58.17 RCW/RCW 19.27.097 the County has determined adequate potable water is available for this subdivision/building permit on the basis of evidence supplied by the Applicant. Other authorities, including courts of competent jurisdiction and the Department of Ecology, exercise jurisdiction over water resources in the state of Washington. Those authorities may determine that the proposed source of water for this project identified by the Applicant is not a valid water right appropriation or is subject to curtailment or seasonal restrictions on availability that could impact its reliability for the intended use. The County's issuance of this subdivision/building permit should not be relied upon by the Applicant or any successor in interest as an assurance, warranty or guarantee of the future availability of water to serve the subdivision/building permit.

Intake
Entry
Notify



LAKE WHATCOM WATER & SEWER DISTRICT

1220 Lakeway Drive
Bellingham, WA, 98229

(360) 734-9224
Fax 738-8250

{Date}

Re: Sewer "Will Serve" Letter for
{Address}
{Assessor Parcel Number}

To Whom It May Concern:

The District can currently provide sewer service to the above parcel. Currently water is not available to this parcel. Prior to issuance of a sewer permit, a Covenant Binding Property Regarding Future Water Service must be recorded at the Whatcom County Auditor's Office. See attached covenant form.

This determination, however, is not indefinite, nor irrevocable. Nothing stated herein constitutes a commitment to provide water and sewer service to you in the future. The information used to arrive at this determination of availability is believed to be accurate at this time, but future demands are not always predictable. Similarly, new laws, regulations, or ordinances could also limit the ability to provide water and sewer service in the future. Accordingly, any expenditure which you make in anticipation of future sewer service is strictly at your own risk. Any statements in paragraph(s) above which are inconsistent with this paragraph should be disregarded.

Please call if you have any questions.

Sincerely,

LAKE WHATCOM WATER & SEWER DISTRICT

{District Representative}
{Title}

*** FOR INFORMATIONAL PURPOSES ONLY ***
DISTRICT STAFF WILL COMPLETE THIS CHECKLIST

Assessor Parcel Number: _____

Address (if known): _____

Water/Sewer Permit and Construction Checklist

➤ **Additional fees and credits associated with property**

ULID #18 – is property located within the south shore sewer service area?

- NO**, then ULID 18 does not apply.
- YES**, then check if property **has Restrictive Covenant?**
 - YES**, then property cannot be served by sewer. *Owner might be able to trade restriction for assessment from another property.*
 - NO**, then property can be served by sewer.

Has ULID 18 assessment?

- YES**, then can be served with no additional fees.
- NO**, then Charges-in-Lieu of Assessment apply.

Charges-in Lieu of Assessment: \$ _____
for Year _____.

Is property located in a Latecomer Area?

- NO**, then no additional fees apply
- YES**, then following Latecomer Fees apply:

	\$ _____
	\$ _____
	\$ _____

District installed Sewer Stub?

- NO**, then no additional fees apply
- YES**, then an additional charge applies.

\$ _____

Applicable credits?

- Pre-Paid Connection Certificate
- Expired Permit(s)

Credit: \$ _____

Credit: \$ _____

*** FOR INFORMATIONAL PURPOSES ONLY ***
DISTRICT STAFF WILL COMPLETE THIS CHECKLIST

➤ **Water Availability Form, Water/Sewer Availability Form, or Sewer-Only Will-Serve Letter**

Property is located within Urban Growth Area (UGA) or Local Area of More Intense Rural Development (LAMIRD)?

- NO**, then City of Bellingham must confirm lot existed prior to May 1, 2005 in accordance with the Interlocal Agreement for Sewage Services between the City and District prior to District issuing an availability for sewer.

Process for confirmation with City of Bellingham.

- Property owner provides District with copy of deed or Whatcom County Lot of Record determination that proves lot existed prior to May 1, 2005.
 - District will send information to City for confirmation
 - When District receives confirmation from City that lot can be served, District can continue with sewer availability checklist.
- YES**, then continue to next checklist item.

Conditions for water and/or sewer availability.

Property is adjacent to water and sewer?

- YES**, then prepare Water and Sewer Availability Form
- NO**, then check next condition

Property is adjacent to Sewer only?

- YES**, then Covenant Regarding Future Water Service is required prior to Sewer-Only Will-Serve Letter, or if within 200-Feet of Water System, Developer Extension may be required.
- NO**, then check next condition

Property is adjacent to Water only?

- YES**, then Covenant Regarding Future Sewer Services is required prior to Water Availability Form, or if within 200-Feet of Sewer Main, Developer Extension may be required (if located within LAMIRD or UGA).

➤ **Submit & Sign Application for Water/Sewer Permit forms to District. Include the following:**

- Copy of Whatcom County Building Permit
- Copy of Whatcom County Revocable Encroachment Permit (Required if work is in County Right-of-Way)
- Site Plan to include Existing and Proposed Features
- Special Plumbing or Activities to be listed
- Submit Grinder Pump Checklist if required
- Designate Bonded Side Sewer Contractor performing side sewer installation

➤ **Pay Connection Fees**

- District will prepare Water/Sewer Permit and call to schedule time for payment and pickup (typically 1 business day after submittal of Application for Water/Sewer Permit).

*** FOR INFORMATIONAL PURPOSES ONLY ***
DISTRICT STAFF WILL COMPLETE THIS CHECKLIST

➤ **Connection to Sewer**

- Contractor requests a pre-construction meeting with District prior to any work.
- Installation of the side sewer from the public sewer main to the house must be performed by a contractor on the District's Bonded Side Sewer Contractor List.
- Contractor requests sewer pipe bedding and backfill inspection prior to covering any pipe.
- Contractor requests sewer leak test Inspection
- Billing for sewer-only customers begins the date the side sewer is connected to the public sewer main.

➤ **Connection to Water**

- Upon customer request, and after proposed lot clearing and rough grading is complete, District will install water meter adjacent to property. Typically within 2 weeks.
- Customers install their own water service lines from the water meter to the house per District standards.
- Customer requests inspection of private pressure reducing valve required (PRV) on the service line per Standard Detail W11. The PRV protects internal plumbing from pressure spikes in public water system. The District's distribution system has over 50 large PRV's located throughout the system. These large PRV's have the potential to stick open and cause high water pressure with no warning. Customers may elect not to install a private pressure reducing valve after recording a Hold Harmless Agreement Concerning Owner's Desire Not to Install a Pressure Reducing Valve.
- Customer submits Whatcom County Building Inspection Permit indicating final sign-off of rough plumbing for verification by the District's Cross Connection Control Program Manager **OR** double check valve assembly (DCVA) is installed per District Standard W13.
- Billing for both water and sewer (if also served by sewer) begins the date the water meter is unlocked by the District at customer's request.