

## BGWSD: Line Extension Process

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1. Application for line extension plus application fee
2. Consult meeting with applicant and district staff to discuss options
3. Deposit for preliminary design and cost estimate
4. Preliminary line extension design and cost estimate
5. Customer approval of cost estimate/ deposit for bidding
6. Final design/drawing/bid package
7. Bid Project
8. Award bid
9. Customer deposits full bid amount
10. Pre-Construction Meeting/establish check in meeting schedule
11. Construction
12. Final Inspection and Conditional acceptance
13. Final acceptance

The above items may be submitted by mailed or dropped off at the following address:

Baca Grande Water and Sanitation District  
Attn: Gary Potter, Director of Utilities  
57 Baca Grant Way S – PO Box 520  
Crestone, CO 81131

719-256-4310



# BACA GRANDE WATER AND SANITATION DISTRICT

57 Baca Grant Way S - PO Box 520 | Crestone, Colorado 81131-0520

p: 719-256-4310 | f: 719-256-4309 | [www.bacawater.com](http://www.bacawater.com) | [info@bacawater.com](mailto:info@bacawater.com)

## APPLICATION FOR LINE EXTENSION FORM

Property owners desiring the extension of District water or sewer lines shall be required to bear the cost of such extensions to a location specified by the District, which will ensure uninterrupted mainline operations when subsequent line extensions are required.

*All fees are subject to the District's current fee schedule.*

### APPLICANT INFORMATION

#### APPLICANT

Print Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

The undersigned hereby makes application for service from the Baca Grande Water and Sanitation District (District) at the herein named premises. The undersigned will assume all expenses of the tap, pipe, and other appurtenances in accordance with the schedule of rates and charges as adopted by the District. Water use and supply are subject at all times to the Rules and Regulations established by the District.

\_\_\_\_\_(Initial) Applicant has printed and read the Rules and Regulations.

Applicants Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### SERVICE ADDRESS

Lot Number: \_\_\_\_\_ Account Number: \_\_\_\_\_

Street Name: \_\_\_\_\_ Parcel Number: \_\_\_\_\_

#### OWNER

If applicant is not owner, please submit Owner's Authorization Letter.

Print Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

DISTRICT USE ONLY			
Application Received By (Employee Name):			
Payment: Check #	Credit Card Confirmation #	Customer Account #	Work Order #
Payment: Check #	Credit Card Confirmation #	Customer Account #	Work Order #
Payment: Check #	Credit Card Confirmation #	Customer Account #	Work Order #

**PROJECT INFORMATION**

Residential:

Commercial:

Main Size:  2"     3"     4"     6"     8"

Main Length: \_\_\_\_\_

Main Location \_\_\_\_\_

**FUTURE SERVICE INSTALLATION**

Building Lots to be served: \_\_\_\_\_

Comments: \_\_\_\_\_

**Design (Site) Plan Required**

Plan Submitted

Work to be performed by: \_\_\_\_\_

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

Engineer Approval: \_\_\_\_\_

Operations Staff Inspection

\_\_\_\_\_  
Utility Superintendent Approval Signature

\_\_\_\_\_  
District Manager Approval Signature

\_\_\_\_\_  
Date

<b>Operator:</b>	<b>Date:</b>
<b>Water System:</b>	<b>Photos:</b>
S. Crestone <input type="checkbox"/>	Tap: <input type="checkbox"/>
Fallen Tree <input type="checkbox"/>	Sewer : <input type="checkbox"/>
Moonlight <input type="checkbox"/>	Water: <input type="checkbox"/>
Brook View <input type="checkbox"/>	Tracer Wire Installed: <input type="checkbox"/>
Cottonwood <input type="checkbox"/>	GIS/GPS Taps & Curb Stops: <input type="checkbox"/>
	Water Main Size: _____