



Project Property Address: _____

City Planning & Zoning Coordinator: Crystal R. Ball, CFM

Email- cball@lovington.org

Phone: (575) 396-9301

City Water/Sewer Connection Permit

The following check list provides additional requirements for your specific application. Please attach all of the requested documentation, sign, and date.

Permit Requirements

- 1) Submit a completed Planning and Zoning Application. All fields must be completed and legible in order to process the application. This document provides the basic information required for all permitting applications.
- 2) Pay the applicable Water/Sewer Connection Permit processing fee(s). \$ _____
Date paid _____
- 3) Provide proof of ownership or interest in the property. A deed with a legal description or property lease will meet this requirement. If the applicant is not the owner, an Affidavit by Property Owner(s) is required.
- 4) Submit a site plan. Site plans must show the property lines, building dimensions, lot area, lot dimensions, easements, building setbacks, road access points, and the location of utilities.
- 5) For Sewer Connections, submit a statement as to the size of the connection and type of materials to be discharged into the sewer.
- 6) For Water Connections, submit a statement as to the size of the meter and the purpose for which the water is required (i.e. residential use, car wash, etc.).
- 7) Call 8-1-1 BEFORE YOU DIG- to locate buried utility lines.
- 8) Pay the applicable fee for the required water meter. \$ _____
Date paid _____
- 9) A final inspection is required after the Wastewater Connection to ensure the installation meets City standards. Water connections are performed by the Water Department and therefore do not require an inspection.

Connection Type(s): Water Sewer

Service Address: _____

Applicant Name: _____ Date: _____

Applicant Signature: _____

Notes or recommendations to applicant from Planning & Zoning, Code Enforcement, or City Staff.

Preliminary Approval

Planning, Zoning, Code Staff Name: _____

Signature: _____ Date: _____

Sewer

Superintendent Name: _____ Date: _____

Superintendent Signature: _____

Water

Superintendent Name: _____ Date: _____

Superintendent Signature: _____

Final Inspection

Sewer

Inspector Name: _____ Date: _____

Inspector Signature: _____