



NEW WATER SERVICE INSTALLATION

Use this form to have a **NEW** water service installed at a property (for example connecting new construction to the water system or switching from well water to city water).

To complete this form, you must:

- Be the Responsible Bill Payee, the Bill Payee's Spouse or Legally Authorized Agent, or the Administrator of the Estate
- Display a Valid Driver's License or government-issued I.D.

OTHER INFORMATION

- A full water service installation is \$6,000. This is a connection from the water main to the meter setting; there may be additional costs for private plumbing to the city's meter.
- A partial or yard service is \$3,000 (there may also be additional costs for private plumbing to the city's meter). This is the installation from an existing curb valve (on/off valve) to the meter.
- If you think your property only needs a partial service, this can be confirmed by calling 269-337-8000. Unless this is confirmed, installations will be considered complete water service installations.
- If there is no basement at the property, an outside meter box (ford box) will be installed. If there is a basement, the meter may be installed inside if the site layout conforms to City specifications, which a City Inspector will verify. The certified plumber, who installs the service, will be responsible for the first two years after installation. The City of Kalamazoo will maintain the water line up to and including the meter after the first two years.
- All water installations will be left off until the line has been inspected by the City of Kalamazoo and the meters have been set. Seventy-two-hour notice must be given prior to any work performed by the City of Kalamazoo.
- There is also a Water System Capacity Buy-In Fee for all new connections. More information is available in the Water Service Agreement Appendix G. The fee for 1.25-inch connections is \$1,175.
The overall cost for a full connection is $\$6,000 + \$1,175 = \$7,175$.
The overall cost for a partial connection is $\$3,000 + \$1,175 = \$4,175$.

PAYMENT

Payment for all new services can be paid up front or in installments per the following schedule:

- Full Service installs \$7,175 paid over 36 months (\$199.31 per month)
- Partial installs, \$4,175 paid over 36 months (\$115.97 per month)

When the water is turned on, an additional refundable deposit of up to \$60 may be required. Please call our office at 269-337-8000 for details and amounts.

COMPLETED APPLICATIONS

Once completed, please return this application to the Public Services Office located at 415 East Stockbridge Avenue, Kalamazoo, MI 49001. The form may also be returned via email to utilities@kalamazoocity.org.



NEW WATER SERVICE INSTALLATION

Complete this form to have new water service installed to connect to City of Kalamazoo water. **To apply for service, you must:**

- Be the Responsible Bill Payee, the Bill Payee’s Spouse or Legally Authorized Agent, or the Administrator of the Estate.
- Display a Valid Driver’s License or Government-Issued I.D. (Obtained from the Secretary of State’s Office).

YOUR INFORMATION

Name:		
Address:		
City:	State:	ZIP Code:
Driver’s License/Michigan ID # (please attach copy of ID):		
Phone:	Email:	Preferred Contact: <input type="checkbox"/> Email <input type="checkbox"/> Phone
Employer:		

INSTALLATION INFORMATION

Is this new service due to: New Construction
 Well has failed If well, the customer has read and agrees to the Well Retention Policy

Will this property be connected to city sewer? Yes No

Service address (if different from above):

City:	State:	ZIP Code:
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If business, owners name:

Does this structure have a basement: Full basement Partial Basement No Basement

If there is no basement, or if the building is over 300' from the road, an outside meter box will be installed 5' into private property near the right-of way or utility easement. If there is a basement, the meter may be installed inside if the site layout conforms to City Specifications, which a City Inspector will verify. The certified plumber who installs the service will be responsible for the first two years after installation. The City of Kalamazoo will maintain the water line up to and including the meter after the first two years.

Will service supply: <input type="checkbox"/> House <input type="checkbox"/> Business <input type="checkbox"/> Irrigation	Size of service:
<input type="checkbox"/> Duplex <input type="checkbox"/> Condo <input type="checkbox"/> Fire Service	<input type="checkbox"/> 1 ¼" <input type="checkbox"/> Other _____

I would like more information on having the following service(s) provided by the City of Kalamazoo:

Private water line from meter pit to house Plumbing connection Well abandonment

Payment can be made in full or per the schedule on page 1 of this document. When the water is turned on, an additional refund able deposit of minimum \$60 may be required. Please call our office for details and amounts at 269-337-8000. All water installations will be left off until the line has been inspected by the City of Kalamazoo and the meter(s) have been set. Seventy-two-hour notice must be given prior to any work performed by the City of Kalamazoo.

I agree and have confirmed all necessary details and requirements with the Department of Public Services

SIGNATURE

By signing and submitting this form you are verifying that the information provided is accurate and that you have not intentionally misrepresented any facts regarding your identity or the details of the request. You will be contacted by a representative of the City of Kalamazoo within 48 hours regarding this request.

Signature:

FOR OFFICE USE ONLY

Date:	Account #:	Customer History Card:
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February 25, 2021

WELL RETENTION POLICY

The following policy is in effect for all new municipal water customers that would like to retain their potable water well after being connected to the City of Kalamazoo's Municipal Water System, and shall apply when new wells are installed at properties that are currently connected to the Municipal Water System. This policy is necessary to prevent the backflow of potentially contaminated well water into the municipal water supply that serves approximately 200,000 Kalamazoo County residents.

The City of Kalamazoo will allow homeowners that connect to the City of Kalamazoo Municipal Water System to retain their potable wells consistent with local, state, and federal codes, ordinances, and regulations, pending Kalamazoo County Health & Community Services Department approval. A well may only be retained if the lateral pipe between the well and house is severed outside the homes foundation and all well equipment (pressure tanks, etc.) are removed from the home prior to or at the time of connection to the Municipal Water System. In no event shall water from more than one source (i.e. the City of Kalamazoo) enter or be plumbed to the same structure, unless otherwise approved by the City Engineer or their authorized representative.

Exceptions to this policy may include, homes that have geothermal wells. If an exception to this policy is approved, a City of Kalamazoo Water Resources Division approved backflow prevention device shall be installed and properly maintained and inspected at the homeowner's expense. Maintenance and inspection records shall be retained indefinitely by the homeowner and provided to the City upon request.

If you are interested in retaining your well after being connected to the City of Kalamazoo Municipal Water System, please contact the Kalamazoo County Health & Community Services Department and the City of Kalamazoo Water Resources Division for further information and requirements.