



City of Ormond Beach Application for Utility Verification (V2, 2021)

22 S. Beach Street Room 104

Ormond Beach, FL 32174

386-676-3233 phone

Please email completed form to bponline@ormondbeach.org

Check only one of the below:

Request verification of services available and all associated fees---*estimate only*---will require an authorization from applicant to move forward into the permit process.

Request to apply for available services---*application for permit*---payment due slip will be created once verification/fees are obtained from Public Works.

Physical Address where service is requested:_____

Parcel number of property:_____

Choose one: In Ormond Beach City limits---Requires plumbing permit application in addition to this form, unless requesting estimate only.

Outside Ormond Beach City limits---***May require annexation agreement to be executed prior to utility connection.*** within Volusia county within Flagler county

Choose one: Existing residential Existing multi-family

Existing commercial---requires completed ELU form to be attached

Vacant land---indicate proposed use and attach proposed site survey

Choose all applicable services requested: potable ¾” meter potable 1” meter

potable other meter size requested:_____

sewer reuse irrigation irrigation ¾” meter irrigation 1” meter

irrigation other, meter size requested:_____

other services requested:_____

Property owner name:_____

Property owner phone number:_____

Property owner email:_____

Applicant name (if not property owner):_____

Applicant title and/or company:_____

Applicant phone number:_____

Applicant email:_____

All submittals, including correct contact information must be complete. Failure to provide the required information could result in a delay of processing and/or obtaining accurate fees. Thank you.

Please note the following applies to both fee estimates and connection permits:

*There is typically a minimum of 3 to 5 business days required to obtain verification from the Public Works department.

*Please do not contact the Public Works department directly, as this creates duplicate work which can lengthen the process.

*All communications are typically via email, so please ensure that the contact information is correct on the request form.

*If you have requested a fee estimate only, be advised that fees are subject to change without notice.

*If you have requested a fee estimate only, and decide to proceed with connection, you must notify the City at bponline@ormondbeach.org and provide any additional information as required. Once you have submitted all required information, please allow a minimum of 1 to 2 business days for staff to create a permit and issue a payment due slip.

*If your location requires an annexation agreement, it will need to be executed prior to the utility connection. The agreement is coordinated by the City's Planning department, and they can be contacted at 386-676-3238 or comdev@ormondbeach.org

*If you have requested a connection permit, you will receive a payment due slip via email. Once you make payment for the connection, you will then need to contact the City's Finance department to complete your account set up and pay for applicable deposits. They can be contacted at 386-676-3209 or customerservice@ormondbeach.org The required utility customer service application can be found online at the City's website, www.ormondbeach.org

*Connection permit payments can be made online with a Visa or MasterCard at www.ormondbeach.org/bp You will need the permit number from your payment due slip. You can also mail in a check or pay in person.

*Commercial/multi-family connection projects may involve additional permits as well as a pre-construction meeting and/or review

Current City Fees, as of 1/1/2021:

Impact Fees, single family residential

Water \$2,902.00 Sewer \$2,829.00 Irrigation \$2,902.00

Commercial and multi-family impact fees are computed off of the flat rates charged above.

Water Meter Costs

¾" \$360.00 1" \$420.00 1 ½" \$550.00 2" \$680.00 3" \$2,300.00

4" & larger Actual material & labor cost

Depending on site situations, there may be additional charges related to utility connection that include, but are not limited to, line extension labor and materials. Public Works determines these charges.

Permit fees are in addition to impact fees, meter costs, and applicable additional charges. Commercial sites may also incur Engineering/site work permit fees.