

DEVELOPER CHECKLIST OF REQUIREMENTS

Preliminary Project – Discussion/Meeting with local Developer Services Contact

- ☐ Determine if your project can be served by Indiana American Water
- ☐ Discuss details of project
- ☐ Determine if Off-Site main is needed to get to your development
- ☐ Discuss installation in easement vs. right-of-way
- ☐ Discuss required Utility Fee involved with project
- ☐ Discuss Subsequent Connection Fee (if any)

Approval/Engineering Review – Submittals to local Developer Services Contact

- ☐ Submit proposed plans for water main installation
- ☐ Submit Overall Project Drawing, if applicable
- ☐ Submit Preliminary Plat
- ☐ Submit IDEM Notice of Intent Application and check for required fee (if any) – or submit full construction permit if required
- ☐ Submit Application for Private Fire Protection Service, if needed
- ☐ Provide Name of Registered Professional Engineer and contact information
- ☐ Provide any revisions requested by local contact or INAW engineer

Agreement

- ☐ Submit Estimated Cost Form
- ☐ Provide Name of Contractor, and contact information
- ☐ Submit Contractor pre-approval documentation, if not already approved
- ☐ Provide letter authorizing location for fire hydrants, if required in local district
- ☐ After completion of all above requirements, agreements will be sent to developer from INAW
- ☐ Developer to return signed agreements to INAW as requested in cover letter
- ☐ Developer will be notified by letter that a pre-construction meeting may be scheduled by calling the Local Developer Services Contact

Construction

- ☐ IDEM 30-Day waiting period for NOI must be complete
- ☐ Pre-construction meeting will be scheduled with INAW contact, developer, contractor and developer's engineer
- ☐ Construction of road subgrade must be complete before installation may begin
- ☐ Centerline or off-set stakes must be set and maintained until construction of the water main is complete
- ☐ Developer must provide verification that all required permits have been obtained
- ☐ Contractor will install the water main as per the approved plans and according to the "Indiana American Water Company Specifications"
- ☐ Developer's engineer shall provide written progress reports and periodic inspections of the main installation as required by INAW at the preconstruction meeting
- ☐ Developer will have the new main flushed, disinfected and pressure tested, with INAW employee present

Acceptance – Submittals to Local Developer Services Contact

- ☐ As-built drawings (digital drawings preferred), which must meet "Minimum Requirements for Preliminary Review, Approved and As-Built Drawings" and "Indiana-American Water Company Specifications"
- ☐ If required by local district, submit smaller size as-built drawing for meter pit placement
- ☐ Certification by Engineer of as-built drawings (signed by Professional Engineer)
- ☐ Recorded Plat Map
- ☐ Final Actual Cost Form, signed by developer
- ☐ Transfer of Ownership document, signed by developer
- ☐ Check for utility fee documented on agreement (percentage of final cost)
- ☐ Original recorded easements, as required. Please note that easements must be on INAW standard easement document and must be granted to INAW.
- ☐ Acceptance Letter is mailed to developer from INAW upon completion of all above requirements
- ☐ Connections for water service may now be requested