Notice to Contractors Regarding Utility Fee Collection

May 1, 2014

Effective immediately the Building and Site Development Division of the Community Development Department will begin collecting water and sanitary sewer utility fees through the building permit system on commercial projects. Previously these fees were collected with the service application for a water meter through the Water & Light Department. This, at times, led to the failure of the City to collect sanitary sewer fees when the proposed commercial project obtained electric and/or water service from a non-City owned utility. What this means for our customers going forward is as follows:

1. Fees for sanitary sewer utility connections will be required prior to building permit issuance.

2. Fees for water meter, appurtenance, tap, and system equity charge will be included in the building permit fees, but not due prior to issuance of a building permit. However, these fees will be due prior to a work order being created to install the water meter and any Certificate of Occupancy issuance on the building.

3. After all fees are paid, and when a water meter is needed, the customer should contact Water & Light at (573) 874-6229 to schedule installation.

More information regarding the actual calculation of these fees can be found in the Building Permit Fee Schedule available in hard copy at the Service Center on the 3rd Floor of City Hall or in the following location on the City’s website:


Questions about this process should be directed to Phil Teeple, Building Regulations Supervisor, and/or the Senior Plan Reviewer assigned to your project at (573) 874-7474.

Sincerely,

Shane S. Creech, P.E.
Building and Site Development Manager