



CITY OF SALUDA

NORTH CAROLINA

Water and Sewer Tap Application

MAYOR
Tangie Morgan
CITY MANAGER
Steven Orr
COMMISSIONER
S Mark Oxtoby
Paul C. Marion
Stan Walker
Melanie Talbot

Dear Applicant,

On behalf of the City of Saluda, I appreciate your interest in becoming a water and/or sewer customer of the City of Saluda. This packet is provided to assist you in making application for a water and/or sewer tap. Please read the information provided herein:

- A completed tap application and full payment of fees are required before the city will install a tap. Once approved by the Public Works Director, taps will be installed in a timely manner. Weather, emergencies and other situations may delay a tap installation.
- The Public Works Director requires a minimum of five business days to review tap applications.
- All fees are set forth in The City of Saluda Resolution Setting a Schedule of Fees.
- If appropriate a Zoning Compliance permit is to be initiated before approval of the tap installation.
- All permits, easements, documents, and other information requested by the Public Works Director shall be submitted before applications will be eligible for approval.
- Meters will be installed only after a utility service application is complete and the service deposit and meter set fee is paid (\$300).

Please do not hesitate to contact me if you have any questions or comments.

Sincerely,

Steven Orr

City Manager

Office: (828) 749-2581

Fax: (828) 749-9292

Email: citymanager@cityofsaludanc.com

Website: www.cityofsaludanc.com

Address:

6 E. Main St.

PO Box 248

Saluda NC, 28773

City of Saluda Water and Sewer Tap Application

Date of Application: _____

Name of Applicant: _____

Property Location/ Lot #: _____

Mailing Address: _____

Phone #: _____

Email: _____

Taps Requested:

Water	¾ inch	\$2,000	\$ _____
	1 inch	\$2,700	\$ _____
	Other	Call for Quote	\$ _____
Sewer	4 inch	\$1,800	\$ _____
	6 inch	\$2,700	\$ _____
	Other	Call for Quote	\$ _____
Total			\$ _____

If you are requesting a meter for irrigation purposes, a tap may not be required if there is a pre-existing water tap at residence. If a tap is not required, tap fees are waived. However, customer must pay the meter set fee of \$300.

Please note: Some taps may require non-ordinary circumstances which may result in additional fees. Such conditions will be determined by the Public Works Director and City Manager and discussed with the applicant during the application review.

Approximate Date the tap is needed: _____

Signature: _____

Mail, email, or fax completed application to: City of Saluda PO Box 248 Saluda, NC 28773

Phone: (828)749-2581 Fax: (828)749-2373, admin@cityofsaludanc.com

(A City of Saluda, NC R-O-W Encroachment Agreement may be required with this permit)

Office Use Only

Fees Paid: \$ _____ () Check# _____ () Cash () Card

Tap Approved by Public Works Director: () Yes () No Date: _____

Signature Public Works Director: _____