

WINDERMERE OAKS WATER SUPPLY CORPORATION

UTILITY LINE CLEARANCE FORM

INSTRUCTIONS:

This form must be completed and submitted before any site work begins—including excavation, foundation work, or utility service requests. WOWSC will coordinate a site visit to inspect proposed construction relative to water and wastewater infrastructure and will mark all known utility lines.

This requirement is authorized by the WOWSC tariff (Section E.3(a)), which permits the Corporation to protect infrastructure through easement enforcement and service requirements. WOWSC may recover associated costs as allowed under **Section G.18** (*Service Trip Fee*). See Section 4.

SECTION 1 – PROPERTY INFORMATION

- **Owner Name:** _____
 - **Owner Email:** _____ **Phone:** _____
 - **Property Address / Lot #:** _____
 - **Builder (if applicable):** _____
 - **Builder Contact Info:** _____
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SECTION 2 – PROJECT DETAILS

- ☐ New Home Construction
- ☐ Home Addition
- ☐ Accessory Structure (garage, casita, deck, patio, etc.)

- **Project Description:**

- **Proposed Construction Start Date:** _____
- **Required Attachment:** Site plan showing the proposed structure

SECTION 3 – WOWSC UTILITY REVIEW

(To be completed by WOWSC Operator or Authorized Representative)

- ☐ Site plan reviewed
- ☐ On-site inspection completed
- ☐ Utility lines marked in field
- ☐ No conflicts identified
- ☐ Minor conflicts – adjustments required (see notes)
- ☐ Major conflicts – construction **must not** proceed as proposed

Notes / Required Adjustments:

SECTION 4 – FEE NOTICE

Pursuant to **Tariff Section G.18**, a **Service Trip Fee of \$75.00** will be charged for utility clearance site visits. If the inspection exceeds one hour, an **additional fee of \$40.00/hour per employee** will apply. These fees are authorized for standard service to recover costs of utility marking, site assessment, and infrastructure protection.

Per the WOWSC Tariff **Section E.3(a)** and **E.12**, WOWSC may delay or deny service if construction interferes with water/sewer lines or easements. Clearance is required to ensure uninterrupted access for maintenance, upgrades, or repairs.

SECTION 5 – SIGNATURES

WOWSC Representative:

Name: _____

Title: _____

Signature: _____

Date: _____

Owner Acknowledgment:

I understand that WOWSC requires this clearance before construction to avoid damage to utility lines and service interruptions. I agree to pay any applicable Service Trip Fees per the tariff and understand that failure to obtain clearance may delay or deny water/sewer service.

Owner Signature:

Date: _____

SUBMIT COMPLETED FORM & SITE PLAN TO:

Billing Department – Windermere Oaks Water Supply Corporation

Email: **samantha@spicewoodus.com**

Phone: (512) 568-6148

Subject Line: *Utility Clearance Request – [Your Lot/Address]*