



Truckee Meadows Water Authority

NEW BUSINESS APPLICATION FOR NEW OR MODIFIED SERVICE

UPDATE JAN 2025

Project classifications (See Submittal Requirements for more information)

Residential Service	Subdivision or Multi-family	Commercial Service	Commercial With Main or Main only	Hardship Letter
Annexation	Discovery Level 1 or 2	Tentative NAC Acknowledgment Letter	Fire Service or Hydrant only	

Do you have Water Rights? Yes _____ No _____ Unknown _____

Is Project in TMWA's Service Territory? Yes _____ No _____ Unknown _____

Owner/Applicant Information: (Legal Name and Address for Owner)

Name _____ Attn: _____
Mailing Address _____ Email _____
City _____ State _____ Zip Code _____
Phone _____ Cell _____

Contact Information: (If different than Owner information)

Name _____ Attn: _____
Mailing Address _____ Email _____
City _____ State _____ Zip Code _____
Phone _____ Cell _____

Engineering Firm

Firm Name _____ Contact _____
Phone _____ Email _____

Project Information:

Service Address _____ City _____
Assessor Parcel # (APN) _____
Number of units _____ Sq. footage of building/dwelling _____
Location Description _____

Is this within Nevada Department of Transportation Right of Way? Yes No Unknown



Requested Services/Meters:

Domestic:

Meter Size _____ Quantity _____
Meter Size _____ Quantity _____

Irrigation:

Meter Size _____ Quantity _____
Meter Size _____ Quantity _____

Is Re-vegetation Required?

Yes _____ No _____

Internal Fire Service(s):

Size _____ Quantity _____

Fire Hydrant(s):

Quantity _____

Will any pumps be installed (i.e. sewer pump, booster pumps, hydronic heating with chemical additives, etc.)? In accordance with NAC 445A.67195 appropriate backflow protection will be required.

Yes _____ No _____ Unknown _____ Type _____

Brief Project Description (Include any project phasing):

WATER RIGHTS DEDICATION – Applications for Residential Service, Subdivision/Multi-family, Commercial Service and Commercial With Main may require Applicant to dedicate water rights or purchase Will Serve Commitments before service will be provided.

A change of ownership during the application process will require a new application form for the new owner with proof of ownership. Additional fees may be required. Timelines will be evaluated at time of new application.

As TMWA is subject to Nevada's public records act, TMWA is required to provide non privileged public records to third parties upon request. TMWA will determine in its sole discretion whether the public records act applies to documents specific to any future requests.

Owner understands and acknowledges that TMWA will forward this request and the findings or results of this request to the Owner of Record for the afore referenced parcel(s).

Owner's Signature _____ Date _____

TMWA Representative _____

Complete Submittal Date _____

Submittal Requirements ALL SUBMITTALS ARE TO BE IN DIGITAL FORM Partial submittals will not be accepted (JAN-2025)

Required (X)	Annexation	Discovery Level	Water Service Acknowledgement	Single Family Residential Service	Commercial Service	Main Extension/ Commercial with Main	Subdivision/ Multi-family	Fire Service Only	
Initial Review Fee	Contact New Construction	Contact New Construction	\$400	\$600	\$2,000	\$3,900	\$5,300/phase	\$800	
Proof of Ownership (Copy of Deed or Title Report)	X	IF AVAILABLE		X	X	X	X	X	
Owner's Affidavit (ONLY if appointing third party agent)	X		X	X	X	X	X	X	
Tentative Map Plans per City/ County Requirements	IF AVAILABLE		X						
Official Plat or Parcel Map							X		
Full Civil Set				X	X	X	X		
Approved Fire Hydrant Locations, Demand & Duration				X	X	X	X	X	
Landscape & Irrigation Plans with Separate Irrigation Demands					If Applicable	X	X	X	
Water Design (W-1)				X	X	X	X	X	X
AutoCAD Files of Civil Set				X	X	X	X	X	
Plumbing, Architectural Floor & Mechanical Plans							X	X	Required for all Multi-family

Notes:

1. Refer to the Application Process Outline document for clarifications on project types.
2. Check, Cash or Money Order only. Final project costs will be assessed at time of Water Service Agreement issuance in accordance with TMWA's current Rate Schedules.
3. Discovery findings are preliminary in nature and are based on the quantity and accuracy of the data received. Contact Project Coordinator for fee determination. Level 1 fees are reflected above. Level 2 fees are \$7,000. Additional information will be required for Level 2.
4. The above requirements are a minimum; additional information may be necessary depending upon the project complexity.
5. Must be stamped and digitally signed. See Nevada Board of Professional Engineers and Land Surveyor's digital signature guide found at <http://www.nvbpels.org>.
6. All Water Facility plan sets shall be 36" x 24" or 34" x 22". Water Facility plans on larger formats will not be accepted.
7. All CAD files shall follow industry standard layer controls and include separate layers for the following, at a minimum:
 - o Property Lines
 - o Easements
 - o Limits of Paving (curb/gutter/sidewalk)
 - o Curb and Building Pad Elevations
 - o Building Footprints
 - o Proposed Utility Piping
8. For questions regarding required documents please contact us at newconstruction@tmwa.com.
9. Projects that include a Pressure Regulating Station must include \$3,200 per station for Engineering and Lands Fee with initial submittal.

STATE OF _____)
 : ss
COUNTY OF _____)

AFFIDAVIT OF OWNERSHIP

I, _____, being duly sworn, depose and say:

1. That I am (a) the owner of record, or (b) an authorized agent acting in my capacity as _____ of _____, the owner of record, (hereinafter "Owner") of that certain real property identified as Washoe County Assessor's Parcel No. _____ (hereinafter "Property");

2. That Owner intends to develop the Property or is currently investigating the Property for potential development;

3. That Owner hereby authorizes and appoints _____ (hereinafter "Representative:") to assist Owner in its investigation and/or development of the Property;

4. That Owner hereby authorizes Truckee Meadows Water Authority (hereinafter "TMWA") to discuss water service relating to the Property with Representative, to accept information relating to Owner and the Property with Representative, and to treat Representative as the Owner of the Property for all purposes relating to the application for water service for the Property; and

5. That Owner acknowledges that any and all contractual agreements for water service and/or necessary grants of easements must be executed by Owner and not Representative, unless TMWA is provided with an acceptable Special Power of Attorney.

Dated this _____ day of _____, 20_____.

OWNER:

By: _____

Subscribed and Sworn to this _____ day

Of _____, 20_____.

Notary Public