

Westfield Water Service SDC Fee Calculation Worksheet Instructions

A System Development Charge ("SDC") per equivalent dwelling unit ("EDU"), as set forth in Appendix A of Citizens Water of Westfield Terms and Conditions, is assessed for all new connections. A new connection includes new water service or modification of an existing agreement; however, replacement or repair of an existing individual service pipe that does not increase EDUs does not constitute a new connection. One (1) EDU shall be estimated as equal to three hundred ten (310) gallons per day.

A Water Service SDC Fee Calculation Worksheet is used to determine the applicable SDC fee for water service line new connection applications.

1. Fill out all applicable sections completely. Make sure to include contact information so you can be reached for questions.
2. Determine whether the property ever had a building connected to the Water System and check the appropriate box.
3. Calculating EDUs for New Connections:
 - A. Single-Family Residential / Townhomes or Duplexes with Individual Connections: Check the box next to the single-family residential / townhomes or duplexes with individual connections area and enter "1" or "0.75" in Box 5a, respectively. No additional documentation beyond the water service permit application is required.
 - B. Apartments or Condominiums (multiple units served by a single service line): Check the box next to the apartments / condominiums area. Enter the total number of apartments or condominiums (units) in Box 4a and multiply by 0.75 to get the total number of EDUs. Enter the total number of EDUs in Box 5a. A site plan or building plan, prepared by a licensed Professional Engineer, Architect, or Land Surveyor, showing the number of units connected to the service line must accompany the Calculation Worksheet.
 - C. Commercial or Industrial: Check the box next to the commercial / industrial area. Use Table 1 and check the box next to the appropriate water meter size. Enter the number of EDUs that corresponds to the meter size in Box 5a. If the service has more than one water meter, note the number of meters next to the corresponding sizes, sum the EDUs corresponding to each appropriate meter size, and enter the total number of EDUs in Box 5a. A site plan or construction plans, prepared by a licensed Professional Engineer, Architect, or Land Surveyor, certifying the water meter size(s) must accompany the Calculation Worksheet.
4. Calculating EDUs for the Repair, Replacement, or Modification of Existing Connections (See Sheet 2):
 - A. Calculating EDUs for the previous connection:
 - i. Single-Family Residential / Townhomes or Duplexes with Individual Connections: Check the box next to the single-family residential / townhomes or duplexes with individual connections area and enter "1" or "0.75" in Box 3b, respectively.
 - ii. Apartments or Condominiums (multiple units served by a single service line): Check the box next to the apartments / condominiums area. Enter the total number of apartments / condominiums (units) in Box 1a and multiply by 0.75 to get the total number of EDUs. Enter the total number of EDUs in Box 3b.
 - iii. Commercial or Industrial: Check the box next to the commercial / industrial area. Use Table 1 and check the box next to the appropriate water meter size. Enter the number of EDUs that corresponds to the meter size in Box 3b.

*Documentation supporting past connections must accompany the Calculation Worksheet. This documentation could include a demolition/wrecking permit, a past water bill, or a plumbing permit.
 - B. Calculating EDUs for the proposed connection: Refer to the instructions for Calculating EDUs for New Connections.
 - C. Determine the number of EDUs used to calculate the SDC fee: Subtract the previous number of EDUs entered in Box 3b from the proposed number of EDUs entered in Box 3a and enter the result in Box 3c.
 - i. If the calculated number of EDUs from Box 3c is ≤ 0 , enter "0" in Box 5a on Sheet 1.
 - ii. If the calculated number of EDUs from Box 3c is > 0 , enter the same number in Box 5a on Sheet 1.
5. Calculate the SDC fee: Multiply the number of EDUs entered in Box 5a by \$2,000 and enter the result in Box 5b.
6. Sign and date the Calculation Worksheet.
7. Submit the Water Service SDC Fee Calculation Worksheet and associated documentation with the water service permit application.
8. For residential connections, Citizens Energy Group will request the SDC fee prior to water meter set. For non-residential connections, Citizens Energy Group will request the SDC fee prior to permit issuance.

Westfield Water Service SDC Fee Calculation Worksheet

1 OWNER/DEVELOPER INFORMATION		
First Name	Last Name	MI
Company (if applicable)		
Contact Phone	Email	
Street Address		
City	State	Zip Code

2 PROPERTY INFORMATION	
Address	
Subdivision/Complex Name	
Lot (if applicable)	Section
Township	

Has this property ever had a building connected to the Water System?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If YES, calculate EDUs using worksheet on Sheet 2.		
If NO, proceed to Section 4 below.		

4 CONNECTION TYPE	
<input type="checkbox"/> Single Family Residential / Townhomes or Duplexes with Individual Connections	<div style="border: 1px solid black; width: 60px; height: 20px; display: inline-block;"></div> EDU
<input type="checkbox"/> Apartments / Condominiums <small>*Provide required documentation (See instructions)</small>	<div style="border: 1px solid black; width: 60px; height: 20px; display: inline-block;"></div> <small>4a</small> Units × 0.75 EDU/Unit = <div style="border: 1px solid black; width: 60px; height: 20px; display: inline-block;"></div> <small>4b</small> EDUs
<input type="checkbox"/> Commercial / Industrial (See Table 1 – Water Meter Based EDU) <small>*Provide required documentation (See instructions)</small>	

TABLE 1 WATER METER BASED EDU	
Water Meter Size	EDU Ratio
5/8" or 3/4"	1
1.0"	2.5
1.5"	5.8
2.0"	10
3.0"	23
4.0"	41
6.0"	92
8.0"	164
10.0"	253
12.0"	364

5 FEE CALCULATION	
Total Number of EDUs ==>	<div style="border: 1px solid black; width: 60px; height: 20px; display: inline-block;"></div> <small>5a</small>
Fee per EDU ==>	× \$2,000
Total SDC Fee ==>	= \$ <div style="border: 1px solid black; width: 60px; height: 20px; display: inline-block;"></div> <small>5b</small>
CITIZENS USE ONLY	
Total Number of EDUs: _____	Total SDC Fee: _____
Status/Comments: _____	
Reviewed by: _____ Date: _____	

I, the undersigned, applicant/owner do hereby certify to the following:

1. I agree to construct and connect the above detailed water service in strict accordance with Citizens Water of Westfield Water Standards, most recently amended version, and
2. I agree to construct in compliance with the most recent version of the Uniform Plumbing Code & 1-2 Family Dwelling Code, and
3. I understand that construction applied for herein is subject at all times to inspection, approval, and acceptance of the service by Citizens Water of Westfield, and
4. I am not in violation of any provision set forth in the Water Service Tariff Rates, Terms and Conditions for Water Service within Westfield, Indiana, and
5. I understand that any violation incurred may result all legal and equitable remedy allowed by Federal, State, and Local law, including the denial of future water service permits until said corrections are made.

SIGNATURE OF APPLICANT

DATE

RELATIONSHIP TO PROPERTY OWNER

Westfield Water Service SDC Fee Calculation Worksheet

1

PREVIOUS CONNECTION TYPE

- ☐ **Single Family Residential / Townhomes or Duplexes with Individual Connections** EDU
- ☐ **Apartments / Condominiums** _{1a} Units × 0.75 EDU/Unit = _{1b} EDUs
- ☐ **Commercial / Industrial** (See Table 1 – Water Meter Based EDU)

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DOCUMENTATION REQUIRED

This worksheet must be accompanied by supporting documentation.
Choose from the following options: (check all that apply)

Demolition/Wrecking Permit
Past Water Bill
Plumbing Permit
Other _____

2

PROPOSED CONNECTION TYPE

- ☐ **Single Family Residential / Townhomes or Duplexes with Individual Connections** EDU
- ☐ **Apartments / Condominiums** _{2a} Units × 0.75 EDU/Unit = _{2b} EDUs
*Provide required documentation (See instructions)
- ☐ **Commercial / Industrial** (See Table 1 – Water Meter Based EDU)
*Provide required documentation (See instructions)

TABLE 1 WATER METER BASED EDU		
Water Meter Size	EDU Ratio	
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3

EDU CALCULATION

PROPOSED EDUS
(from Section 2 above)

_{3a}

PREVIOUS EDUS
(from Section 1 above)

_{3b}

=

CALCULATED EDUS
(difference between proposed and previous)

_{3c}

Enter the actual number of EDUs in Box 5a of Section 5 on Sheet 1.

If the calculated EDUs from above is ≤ 0, then the actual number of EDUs is 0.

If the calculated EDUs from above is > 0, then the actual number of EDUs equals the calculated EDUs.