

DEVELOPER INSTALLED WATER MAIN INSTRUCTIONS AND APPLICATION

If you are a developer, business owner or other entity that would like to extend water infrastructure to a new development either within or near an existing service area, this is the place to start. We are committed to providing an easy, efficient process to help bring water resources to your development.

To begin the submittal process, please complete the attached Developer Water Main Application. Once completed, email the document to INAW Developer Services at: inaw.developerservices@amwater.com INAW Developer Services will review the application and determine if a main extension is necessary for the development. The Primary Developer Contact will be emailed a link to an online Developer Portal. The Developer Portal can be accessed by multiple people.

The Developer Portal will be used to submit documents for INAW Developer Services to review. The Developer Portal will contain all the required main extension documents.

Stage 1: **Design Stage:** Follow instructions in the Developer Portal Stage 1 folder to design the main extension. In this folder you will find the design requirements, technical specifications, and standard details (PDF and autoCAD).

Stage 2: **Review Stage:** Follow instructions in the Developer Portal Stage 2 folder to submit the plans for review. Primary Developer Contact must send a notification email to INAW Developer Services once the plans have been uploaded and are ready for review. INAW Developer Services will start the review process. **The review process will not start until the email is sent to Developer Services.** Please allow a minimum of two weeks for the first submittal plus an additional week for each resubmittal. Primary Developer Contact will receive an email once reviewed documents have been added to their Developer Portal.

- a. If a revise and resubmit is required, please address all comments on the memo and upload revised plans to the Developer Portal. Send an email notification to INAW Developer Services once the revised plans have been uploaded for review.
- b. When the review has been completed, INAW Developer Services will send the NOI to IDEM to start the mandatory 30 day waiting period. **NOTE: review and NOI are only valid for 1 year.**

Stage 3: **Agreement Stage:** Follow instructions in the Developer Portal Stage 3: Agreement folder. Before construction can begin, a water main extension agreement must be signed by all parties. Once the review is complete, the Developer will need to upload the required main extension agreement documents to the Developer Portal: Project Sheet, Estimated Cost Form, Fire Department Review Form and recorded easements (if required). After the agreement has been signed by all parties, you will be able to schedule the pre-con meeting. **NOTE: Developer must start construction within 120 days of signing the agreement or agreement is no longer valid and must be re-issued.**

Stage 4: **Transfer of Ownership Stage:** Follow instructions in the Developer Portal Stage 4: Transfer of Ownership folder. Upon completion of the water main extension, Developer will upload all required final paperwork to the Developer Portal Stage 4: Transfer of Ownership folder and notify INAW Developer Services via email.

NOTE: All checks to be mailed to:
ATTN: Developer Services
Indiana American Water
153 N. Emerson Ave.
Greenwood, IN 46143

INAW Developer Services will review the final documents to ensure that everything is in order. If additional information is required, Developer Services will advise of additional requirements. Once all documents have been accepted, Developer Services will send Developer an acceptance letter via email and release the main for taps.



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To assist INAW with your application, please provide as much information as possible. INAW updates our Guidelines and Specifications on a regular basis. Updated documents are always available on our website. Please visit the website for additional information.

<https://amwater.com/inaw/about-us/doing-business-with-us/developers>

Primary Developer Contact Information (Project Manager)

Company:

Name:

Phone:

Email:

Development Name:

Location of Development- Please include nearest intersection-may attach map of location

City of Development:

Planned use of Development- Mark all applicable

Residential Subdivision:

Number of Lots:

Commercial Subdivision:

Number of Lots:

Apartments:

Number of Buildings:

Units per Building:

Single Residential Lot:

Single Commercial or Industrial Lot:

Other (please specify below):

Additional details about the Development

Domestic Flow demands

GPM:

PSI:

Private Fires Service

GPM:

PSI:

Please provide a brief description of the Development