



**Town of Shenandoah
426 First Street
Shenandoah VA 22849
(540) 652-8164**

WATER/SEWER APPLICATION INSTRUCTIONS

It is the responsibility of the applicant to complete this form in its entirety and as precisely as possible.

The connection fee(s) is(are) due upon submittal of this application. **No refunds of fees after ONE YEAR from date of approval by Town Council. Transfer of fees to another lot is NOT permitted.**

Fee Schedule:

WATER CONNECTION	INSIDE TOWN LIMITS	\$8,000.00
SEWER CONNECTION	INSIDE TOWN LIMITS	\$9,000.00
WATER CONNECTION	OUTSIDE TOWN LIMITS	\$11,000.00
SEWER CONNECTION	OUTSIDE TOWN LIMITS	\$12,000.00

Please return the following documentation along with the completed application and payment:

A copy of the survey plat by a Virginia-licensed and registered land surveyor. If a plat is not available, please attach a hand-drawn sketch of the property. All existing buildings must be shown on the property, with the proposed water and sewer lines to the structure or structures.

Once the application has been approved, the Public Works Department will schedule a date to set the meter and/or make the necessary connections. The owner of the property is responsible for all other work (i.e. running line from the structure to the Town's main water and/or sewer line) and all other fees and charges involved. This work will be coordinated through the Town Manager's Office.

Questions may be directed to the Town Hall at (540) 652-8164. Hours of operation are 8:30 a.m. to 5 p.m. Monday through Friday. The office is closed daily for lunch from 12 noon to 1 p.m.

Please note: **ADDITIONAL INFORMATION MAY BE REQUIRED IF THE TOWN DETERMINES IT IS NECESSARY TO ENSURE THE REQUEST CONFORMS WITH THE TOWN OF SHENANDOAH SUBDIVISION OR ZONING ORDINANCES.**