

Owatonna Public Utilities

Engineering Department
208 South Walnut Ave.
P.O. Box 800, Owatonna, MN 55060
507.451.2480, Fax-507.451.3695



Date: 10-17-18
To: New Commercial Construction Customer

Owatonna Public Utilities (OPU) may be the gas, electric and water utility provider for this project. OPU must know who will be responsible for the utilities during the construction phase. Please provide the requested utility information to allow for service/meter design and service fee determinations. By providing this information in the form below, you will expedite your plan review as it is routed through OPU. **OPU will not process your plan or provide gas, electric or water utilities unless this information is provided.**

OPU Engineering Department will review your plan and give comments and requirements on items that affect the gas, electric and water utility for this project. These items will need to be addressed prior to construction. OPU will attach a service fee sheet to inform you of the required fees that will need to be paid for this project. The fees for all three utilities will need to be paid prior to OPU scheduling or completing any service for this project.

To insure there is not a delay, please provide accurate information at the time of plan submittal.

Thank You, OPU Engineering Dept.

Responsible Party for Gas, Electric and Water usage fees

Name: _____ Owner - or - Builder (Check one)

Address: _____

City: _____ State/ZIP: _____

Contact Person: _____

Daytime Phone #: _____ Email Address _____

Building Site Address: _____

Utility Loading and Service Information

Gas Delivery Pressure: _____ psi/in Gas Connected Load: _____ btu
(ie: 2psi delivery pressure and 150,000 btu of connected natural gas load)

Electric:

What voltage is requested: 120/240v – 120/208v – 277/480v == 1ph or 3ph (check)

(OPU will determine what we will provide – not all voltage is available at all locations)

What is the proposed electric panel size: _____ amps (ie: 200, 400, etc.)

If you are upgrading an existing electric service, what is the existing panel size: _____ amps

Water:

Domestic Water Service Fixture Units: _____ WSFU (ie: 150WSFU)

What size water meter are you requesting? _____ ” (ie: 1”, 2”, 6” etc.)

What is the size of your Existing or Proposed water service? _____

Are you proposing to tap a new water service? Yes No

Is a fire protection service existing or being added? Yes No

Is a lawn irrigation system existing or being added? Yes No

Do you want an extra irrigation meter Yes No

Notice

Date: 9-16-13

To: Commercial Building Permit Applicant

From: Owatonna Public Utilities – Engineering Department



SUBJECT: Owatonna Public Utilities Plan Review and Service Fees for Commercial Building Permit Applicants.

The Owatonna Public Utilities (OPU) has reviewed the plan set for your project that was submitted to the City of Owatonna Building Inspections Department. This plan was routed to OPU for our use in determining project requirements and service fees. Please view this plan set for comments, requirements, revisions, service fees, attachments, etc. that pertain to gas, electric and water utilities for your project. Forward this information as required to the pertinent owner, builder, architects, designers, engineers, surveyors, project managers, etc. that may have provided portions of the submittal. The plan set can be obtained from the City of Owatonna Building Inspections Department. Please modify your project documents and drawings to reflect this review and resubmit to the City for insertion into a final plan set for construction. Please forward all requested changes and documents to the OPU Engineering Department. Items noted or requested by OPU in the plan review will need to be addressed prior to OPU completing any service work for this project.

The gas, electric and water service points and routes are determined by OPU. These locations and routes are shown on the plan review and may not be deviated from without approval from OPU.

OPU has attached a service fee sheet to the plans to inform you of the required service fees that will need to be paid for this project. The fees for all 3 utilities (gas, electric, water) will need to be paid prior to OPU scheduling or completing any service for this project.

Requests for service work may require up to a week or more to schedule, please plan accordingly.

You can contact the OPU Engineering Department at 507-451-2480 if you have any questions.

Sincerely,

Owatonna Public Utilities Engineering Department

Notice

Date: 9-27-18
To: Commercial Building Permit Applicant
From: Owatonna Public Utilities – Engineering Department



SUBJECT: Notice of Cross Connection and Backflow Prevention Program and On-Premise Cross Connection Control Survey/Inspection for Commercial Building Permit Applicants

The Owatonna Public Utilities (OPU) has implemented (effective 1-1-2008) a Cross Connection Control and Backflow Prevention Program as outlined in their Specifications and Policies and ask for your assistance with compliance to its survey/inspection requirements located in sections 3.1.2. and 3.7.. A copy of these items is available from the OPU Engineering Department or on-line at www.owatonnautilities.com.

At the time of Plumbing Final Inspection the Owner shall schedule with OPU an on-site inspection of your existing water system. Ideally this will occur in conjunction with the City of Owatonna Building Inspections Department's final inspection. Please coordinate accordingly. This inspection will entail a complete walk through of your entire facility to determine if there are any real or potential cross connections or backflow concerns. This inspection will require a representative that is knowledgeable of your facilities plumbing and has access to all pertinent areas of the facilities to assist the OPU field inspector. The length of each site visit will vary depending on the complexity and size of your facilities.

Section 3.5. of the attached Specifications outlines the testing requirements of existing backflow prevention assemblies. OPU requires these assemblies be tested at intervals not to exceed 12 months by a certified tester. The results shall be recorded on OPU's Annual Test Form and forwarded to the OPU Engineering Department at the above address. Please review the specifications for greater detail.

Additional comments may also be reflected throughout the hard copy of the plans that were submitted prior to construction to the City and routed to OPU discussing cross connection and backflow protection requirements. These requirements are not all inclusive. You will need to comply to all Minnesota Plumbing Code, OPU Specifications or any other local requirements for water installations. Prior inspections by other parties does not relieve the owner from making corrections to their water system to comply with findings from OPU's On-Premise Inspection. Non-compliance issues will be handled through requirements of OPU Policy 602.40.

Your cooperation in complying with this program to help minimize liability and meet National Standards for public health is appreciated. Additional information regarding Cross Connection Control policies and procedures may be obtained by contacting OPU at: (507) 451-2480 (Engineering Department).

Sincerely,

Owatonna Public Utilities
Brian R. Clausen