

Notice

Date: 11-28-11
To: Residential New Construction Permittee/Builder
Cc:
From: Owatonna Public Utilities Engineering Department
RE: OPU Plan Review and Utility Fees



Dear Builder,

Prior to having electric, water or gas utilities served to your property it is required that your building plans be reviewed by Owatonna Public Utilities (OPU). This is necessary to determine if OPU serves your property for gas, electric and water, if utility mains are present to serve your property, the route that the service lines will take, the location of the gas and electric meter and to determine what fees must be paid prior to hook-up. This review will be completed AFTER your plan has been approved by and the permit issued by the City of Owatonna Building Inspections Department. OPU cannot complete any service work to your property until this review has taken place, all required fees have been paid and an OPU "Application for Service" has been signed.

Please provide the following items to the OPU Engineering Department when submitting for plan review;

- 1.) Official plan set that was submitted and approved by the Building Inspections Department (this will be the field copy that is kept on site).
- 2.) An 11x17 or 8.5x11 size site plan showing the footprint of the construction on the lot. This drawing must be to a usable scale. The drawing must show the lot lines, easements, buildings, window wells, concrete, retaining walls and any other permanent structures that will be constructed.
- 3.) The attached form outlining initial account set up and utility design information.

Plan review will take approximately 2 working days to complete if all requested items have been furnished. OPU will indicate on the plan set the location of the electric and gas meters along with the approximate service line route. These locations are where the utilities must be placed unless a change has been approved by OPU.

The OPU Engineering Department can be found in the Service Center Building (south across the parking lot) from the main Power Plant building located at 208 S. Walnut Ave..

Owatonna Public Utilities – Engineering Department

Brian Clausen – Elec/Water Eng. Tech 446-5405 Jon Blough – Gas/Water Eng. Tech 446-5416