

**General:** An OCL permit will be required for projects outside City Limits that is connected to the City of Houston Sewer, Water, or to a MUD District that is owned, operated or maintained by the City of Houston.

## Large Job Requirements by Permit Type

### 3” and Larger Meters:

1. Large Job Number, provided by Taps and Meters Section
2. Approved Easement Documents (See below schedule)
3. Completed Commercial/Multi-family Water/Wastewater Service Application Information form with signed notarized copy of the warranty deed or recorded deed
4. Maintenance Bond ( See below schedule)
5. Surface Restoration Bond (See below schedule)
6. Inspection Fee
7. Copy of Water Letter of Availability
8. C.O.H. Project number for proposed building or site work
9. 2 (two) copies of civil utility plan previously approved by Taps and Meters
10. 2 (two) copies of C.O.H. approved plan and profile (Drawing signatures must be less than one year old)

#### Bond Fee Schedule

Tap Size	Meter Size	Short Tap		Long Tap	
		Maintenance	Surface Restoration	Maintenance	Surface Restoration
4+	3+	\$3,470.00	\$138.80	\$4,620.00	\$184.80
4+	4+	\$4,840.00	\$193.60	\$5,460.00	\$218.40
6+	6+	\$7,340.00	\$293.60	\$8,200.00	\$328.00
8+	8+	\$10,720.00	\$428.80	\$11,090.00	\$443.60
12+	10+	\$13,480.00	\$539.20	\$15,040.00	\$601.60

#### Easement Schedule

3+to 6+Meters	Minimum 10ft x 20ft Easement
8+or Larger	Minimum 15ft x 25ft easement



## Cut, Plug and Abandon 3” and Larger Meters:

1. Large Job Number, provided by Taps and Meters Section
2. Maintenance Bond (100% Job Cost)
3. Surface Restoration Bond (4% Job Cost)
4. Inspection Fee (\$387.38 check)

## Unmetered Fire Lines:

Permit issued by Taps & Meters is only for the installation between the city main & the property line. You are still required to obtain an underground fire line (UF) permit at the building department for the part of the line beginning at the property line and ending at the building.

1. Large Job Number, provided by Taps and Meters Section
2. Completed Commercial/Multi-family Water/Wastewater Service Application Information form with signed notarized copy of the warranty deed or recorded deed
3. Maintenance Bond (See below schedule)
4. Surface Restoration Bond (See below schedule)
5. Inspection Fee
6. Copy of Water Letter of Availability and Domestic water account.
7. C.O.H. Project number for proposed building or site work
8. 2 (two) copies of civil utility plan previously approved by Taps and Meters
9. 2 (two) copies of C.O.H. approved plan and profile (Drawing signatures must be less than one year old)

### Bond Fee Schedule

Tap Size	Short Tap		Long Tap	
	Maintenance	Surface Restoration	Maintenance	Surface Restoration
4+	\$1,620.00	\$64.80	\$2,340.00	\$93.60
6+	\$1,980.00	\$79.20	\$2,980.00	\$119.20
8+	\$2,340.00	\$93.60	\$3,240.00	\$129.60
12+	\$3,060.00	\$122.40	\$4,320.00	\$172.80

## Cut, Plug and Abandon Unmetered Fire Lines:

1. Large Job Number, provided by Taps and Meters Section
2. Maintenance Bond (100% Job Cost)
3. Surface Restoration Bond (4% Job Cost)
4. Inspection Fee

## Fire Hydrant Installation and Relocation:

1. Large Job Number, provided by Taps and Meters Section
  2. Maintenance Bond (100% Job Cost)
  3. Surface Restoration Bond (4% Job Cost)
  4. Inspection Fee
  5. An original 24" x 36" Mylar drawing signed by C.O.H. Water Engineering or two copies of C.O.H. approved plan and profile drawings (Drawing signatures must be less than one year old) **Note:** If the contractor is replacing the Fire Hydrant at the same location then plan and profile drawings are not required.
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## Fire Hydrant Abandonment:

1. Large Job Number, provided by Taps and Meters Section
  2. Maintenance Bond (100% Job Cost)
  3. Surface Restoration Bond (4% Job Cost)
  4. Inspection Fee
  5. Approval from the Utility Official
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## Water Main Extension:

1. Large Job Number, provided by Taps and Meters Section
2. Approved Easement Documents by OCE
3. Maintenance Bond (100% Job Cost)
4. Surface Restoration Bond (4% Job Cost)
5. Statutory Payment Bond and Performance Bond for jobs costing more than \$25,000 (Bonds are in the sum of the contract cost.)
6. Inspection Fee
7. Copy of Water Letter of Availability – must indicate extension requirement.
8. Two copies of C.O.H. plan and profile drawings approved by the Office of the City Engineer. (Drawing signatures must be less than one year old)
9. Copy of Letter of Commitment or signed C.O.H. contract. Letter of Commitment must be reviewed by the Infrastructure Support Group. The Infrastructure Support Group will make a notation on WCR letter indicating that the Letter of Commitment was reviewed and approved.

## **Water Main Offset:**

1. Large Job Number, provided by Taps and Meters Section
  2. Maintenance Bond (100% Job Cost)
  3. Surface Restoration Bond for (4% Job Cost)
  4. Inspection Fee
  5. Two (2) copies of C.O.H. approved plan and profile (Drawing signatures must be less than one year old)
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## **Water Main Abandonment:**

1. Large Job Number, provided by Taps and Meters Section
2. Maintenance Bond (100% Job Cost)
3. Surface Restoration Bond for (4% Job Cost)
4. Inspection Fee
5. Two (2) copies of C.O.H. approved plan and profile (Drawing signatures must be less than one year old)
6. Copy of Joint Referral Letter or Council Motion