

PAWS Permit # \_\_\_\_\_

Acct # \_\_\_\_\_

Location # \_\_\_\_\_

Water WO: \_\_\_\_\_

W/W WO: \_\_\_\_\_

**2026**

**PAGOSA AREA WATER & SANITATION DISTRICT  
WATER/WASTEWATER CONNECTION REQUEST PERMIT  
Single Family Residence**

100 Lyn Avenue, Pagosa Springs, CO 81147

[www.pawsd.org](http://www.pawsd.org)

(970) 731-2691

Date: \_\_\_\_\_

[connections@pawsd.org](mailto:connections@pawsd.org)

Backfill WO #: \_\_\_\_\_ Completion Date: \_\_\_\_\_ Backfill Notes: \_\_\_\_\_

Meter Size: \_\_\_\_\_ Billing EU: \_\_\_\_\_ Water: \_\_\_\_\_ Drought Surcharge: \_\_\_\_\_ Sewer: \_\_\_\_\_

**\*\*\*Single Family Residential Assessment is 1 Equivalent Unit - this includes the primary residence and 1 additional dwelling unit (ADU); both MUST be served by same water meter\*\*\***

**Enclosed Portion to be completed by Owner or Agent**

Name of property owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone (Home): \_\_\_\_\_ (Work): \_\_\_\_\_ (Cell): \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Location of property

Street address: \_\_\_\_\_

Subdivision: \_\_\_\_\_ block #: \_\_\_\_\_ lot #: \_\_\_\_\_

General contractor: \_\_\_\_\_ Phone number: \_\_\_\_\_

Excavator: \_\_\_\_\_ Phone number: \_\_\_\_\_

**If issued, Building Permit #: \_\_\_\_\_ Building Permit Attached: \_\_\_\_\_**

**Wastewater Backflow Check Valve:** Property owner is **strongly encouraged** to install this valve on their sewer service line to prevent the possibility of untreated sewer backing up into the dwelling/property.

**Private Utility Easements:** The property owner/contractor is responsible for acquiring all easements.

**Shoring:** The property owner is responsible for shoring all trenches deeper than 4 ft.

**Tracer Wire:** The property owner is responsible for installing tracer wire from the meter pit to the structure. Both ends of tracer wire must be accessible.

**I/we have read and agree to comply with the terms of the Pagosa Area Water & Sanitation District Water / Wastewater Connection Permit Request form and are subject to the PAWS Rules & Regulations. I have initialed each location as required.**

**I also acknowledge that PAWS does NOT guarantee location of main(s) and/or service lines(s).**

**Property Owner or Agent Signature: \_\_\_\_\_ Date: \_\_\_\_\_**

**Connection: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_**

Time

Day

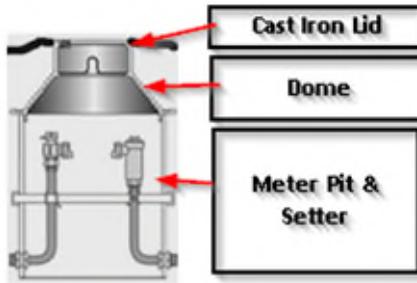
Date

## Illustration of Meter Pit Backfill

**METER PIT BACKFILL REQUIREMENTS:** 1) Must be completed same day as meter pit is installed 2) 2" from top of cast iron lid 3) 4 ft perimeter around **ENTIRE** meter pit.

**Backfill Inspection Fee:** If the backfill is incomplete after the initial inspection, a **\$65 fee will be assessed to the account** for each additional backfill inspection required until backfill is complete. See Below for illustration and requirements. Initial

**BACKFILL 2 INCHES FROM TOP OF THE CAST IRON LID, LOCATED ON TOP OF THE DOME**  
**Same Day that Meter Pit is Installed**



## TERMS & CONDITIONS

**THE FOLLOWING IS THE RESPONSIBILITY OF THE PROPERTY OWNER AND COMPLIANCE MUST BE MET BY THE CONNECTION TIME AT THE PROPERTY SITE.**

- **Permits & Regulatory Requirements:** All permits or regulatory requirements necessary for the installation, repair, and/or maintenance of a service line is the sole responsibility of the property owner.
- **Excavator & Operator:** Minimum size of backhoe/excavator, equivalent to 580 with rubber tire & 24" bucket. The District recommends that the operator have a "spotter" on site during excavation. PAWSO staff will **NOT** act as spotters for any other utilities during excavation. Excavator is solely responsible for any damage caused during excavation and/or backfill.
- **Property pins:** All property pins must be located to determine the location of the utility easement.
- **Utility Line Locates:** Per State Law, all other utilities **must be marked prior to the connection**. District staff will not move forward with the connection if the other utilities are unmarked. Please order the utility line locates at least one week prior to the connection.
- **Bedding Material:** District requires minimum bedding of 4" below and 12" above pipe with debris free fill. See City/County Specs for their individual requirements.
- **Barricades & Signs:** See City/County Specs for their requirements.
- **Signage:** The property owner is responsible for road and construction signage as needed.
- **Cancellation/No Show Policy:** District must be contacted a minimum of **1 business day prior** to connection time or the account will be assessed a **\$250** fee per occurrence and may be rescheduled if there is availability on the 2026 Connection schedule. Cancellation includes No Shows, insufficient preparation (i.e. line locates), and inadequate equipment available.
- **Tracer Wire:** The property owner is responsible for installing tracer wire from the meter pit to the structure. Both ends of tracer wire must be accessible.
- **Private Utility Easements:** Property owners or agents are responsible for acquiring the proper easements for the water and/or sewer connections.

## TERMS & CONDITIONS - CONTINUED

- **Sump Pump:** It is illegal to discharge sump pump(s) into the District's sewer system.
- **Water Fittings:** Property owner is responsible to provide fitting between meter pit and their pipe (male iron pipe thread coming out of pit, property owner needs female iron pipe thread).
- **Sewer Installation:** District completes tap at main line. The property owner is responsible for all excavation, materials (typically, pipe is 4" PVC Schedule 35), and installation of service line beyond the main line tapping saddle. Suggested minimum fall for 4" pipe is 6" per 100 ft.
- **Sewer Maintenance:** Maintenance of any sewer service line, whether commercial or residential, is the sole responsibility of the property owner. On properties where more than one property shares a sewer service, the affected property owners share the responsibility to maintain and repair the sewer service line, in its entirety.
- **High Pressure Wastewater Line:** Properties provided with this service may require an Environmental One lift station (or equivalent), lateral kit and valve box. The property owner is responsible for all excavation, materials, installation, and maintenance of service line and lift station beyond the main line tapping saddle.
- **Connection Refund:** Any portion of the physical connection **NOT** completed by the conclusion (typically Oct 31<sup>st</sup>) of **this year's District Connection Season** shall be refunded. If, in a future connection season, new service is requested, a Connection Request Permit form specific to that year's connection must be completed and the then current applicable fees paid.
- **Pre-excavation:** Excavating the District's mainline prior to the day of connection is not permissible. The District is not responsible for misalignment or mainline breaks should excavation occur prior to connection. The District shall be reimbursed for costs associated with repair of the mainline break.
- **Excavation: Trench safety is at the District's discretion.** Under the District's supervision, the property owner is responsible for all excavation (blasting, trenching, shoring, backfill, compaction, & ground water pumping) beginning at & including exposing the mainline. **The District can NOT guarantee location of the mainlines or service lines.**
- **Trench Sharing:** Permitted 5 ft. beyond property line, with a suggested 2 ft. horizontal separation. Colorado Law requires a minimum 10 ft. horizontal separation between water & wastewater lines.
- **Frost Line:** To prevent freezing of water and/or hi-pressure wastewater lines, lines should be located at a minimum depth of 4 ft.
- **Utility Easement:** In the event of a leak or other needed repair, the District will access the affected area in the utility easement. The utility easement should not be encumbered, and the area may be damaged by repair equipment and PAWS is not responsible for the replacement of any landscaping.
- **Water Pressure:** Maintaining the water pressure is the property owner's responsibility including the expense to reduce/increase water pressure beyond the water meter.
- **Unauthorized Connection:** No excavation of or connection to District water and/or wastewater lines shall be made without permission and supervision by District personnel. It shall be considered an illegal connection, and the property owner would be liable for all repairs and applicable fines.
- **Capital Investment Fee/Equity Buy-In Fee:** It is the property owner's responsibility to notify the District of change in water fixture count or change-in-use.
- **Monthly Service Billing:** Once the connection is completed, availability fees cease, and monthly service assessment begins.
- **In-floor or Boiler Used for Heat:** May require a Backflow Prevention Device – See Applicable State Plumbing Codes.

I HAVE READ AND UNDERSTAND THE ABOVE TERMS AND CONDITIONS. Initial \_\_\_\_\_