



Pittsburgh Water & Sewer Authority

Received Date:

(Place stamp here)

## Predevelopment Meeting Request Form

All persons planning to construct, demolish, or renovate buildings or property within the PWSA service area are requested to fill out this meeting request form. This form provides the basic information needed to schedule a meeting with the PWSA to discuss the proposed project, the water and sewer infrastructure needed to support the project, and regulatory requirements that may apply.

The PWSA Engineering Staff (or representative) will review the application and respond to each request within ten (10) business days. Upon confirmation of developer supplied information, PWSA will schedule a meeting with the engineering staff to discuss the approval processes. The meeting will conclude with PWSA strategic observations and suggestions to optimize your project's permitting requirements.

The bottom of the form is to be filled out by PWSA Staff only. The signature line is to be completed at the time of the meeting with both parties present. All requests can be emailed to Michelle Carney at [mcarney@pgh2o.com](mailto:mcarney@pgh2o.com) or mailed to her attention at PWSA 1200 Penn Avenue Plaza 1, Pittsburgh, PA 15222.

### Information to be submitted by the Applicant:

<b>Property Owner Name:</b>		<b>TO BE COMPLETED BY REQUESTOR</b>
<b>Address of Property:</b>		
<b>Existing Site Use</b>		
<b>Proposed Use of Site:</b>		
<b>Assessor Map Reference</b>		
<b>Closest Street Intersection to the Property:</b>		

<b>PROPOSED</b>	<input type="checkbox"/> Fire Sprinklers Tap <input type="checkbox"/> Domestic Water Tap <input type="checkbox"/> Sanitary Sewer Tap <input type="checkbox"/> Storm Sewer Tap <input type="checkbox"/> Change of Use: <input type="checkbox"/> Increase of Flow to Existing Tap <input type="checkbox"/> Decrease of Flow to Existing Tap	<b>Terminations:</b> <input type="checkbox"/> Water <input type="checkbox"/> Sewer  <b>Relocate PWSA Facilities:</b> <input type="checkbox"/> Water Main <input type="checkbox"/> Fire Hydrant <input type="checkbox"/> Sewer Main <input type="checkbox"/> Inlet/Catch Basin	<b>TO BE COMPLETED BY REQUESTOR</b>

<b>Requestor Name:</b>		<b>TO BE COMPLETED BY REQUESTOR</b>
<b>Date of Request:</b>		
<b>Requestor Address:</b>		
<b>Requestor Phone Number:</b>		
<b>Requestor Email:</b>		
<b># of People to Attend Meeting:</b>		

<b>PWSA USE ONLY:</b>	<b>Meeting Assigned by PWSA:</b>
	<b>Date</b> _____
	<b>Time</b> _____
	<b>Location of Meeting</b> _____

**Information/ Notes from Meeting:** *(To be completed during meeting)*

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**Suggestions to be made by PWSA Staff Only:**

*Disclaimer: The suggestions made by the PWSA are preliminary and are based entirely upon the facts and issues as presented by the Developer. The PWSA has not visited the site, had the opportunity to test or evaluate the existing water and sewer facilities serving the site, or reviewed or approved the design or any element of the design. The PWSA does not represent or warrant that the water supply to the facilities is sufficient to support the design. Furthermore, by signing this document, both parties understand that their suggestions intended herein are based solely on the information provided and reviewed at the meeting. The following suggestions are subject to change as additional information is developed and provided, if any.*

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(Signature of PWSA)

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(Date)

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(Signature of Developer or Representative)

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(Date)

