

OAK HILLS WATER SUPPLY CORPORATION
NON-STANDARD SERVICE APPLICATION SERVICE EXTENSION
DOCUMENTATION REQUIREMENTS FOR DEVELOPER(S) AND/OR
SUB-DIVIDER(S)

SUPPLEMENT TO OHWSC WATER TARIFF, SECTION F.

The following documents shall be executed prior to any water system construction in the proposed development. This process could require from thirty (30) to ninety (90) days for completion and final approval.

PART A.

1. A signed, **WRITTEN REQUEST FOR WATER SERVICE**, to and for the proposed Development, containing the location, a complete description and proposed number of units.

2. **A COPY OF THE PLAT, PRIOR TO SUBMITTAL TO COMMISSIONER'S COURT AND RECORDING**, noting a fifteen (15) foot utility easement across the front, rear and down the sides of each lot in the Development, and a twenty (20) foot utility easement extending from the property lines to and paralleling the Developer's interior and exterior roads. Plat will be validated by Corporation to ensure these requirements are indicated on the Plat.

Validation will be provided via signature and date signed by the Corporation's General Manager. Any changes to the Plat shall require revalidation by the Corporation.

3. **TWO (2) COPIES OF THE PLAT AFTER RECORDING.**

4. **TWO (2) COPIES OF THE PROPOSED SYSTEM DESIGN** as submitted by the Applicant's Engineer. Fire flow (fire hydrants, etc.) and hydraulic modeling software results/criteria for within the Development should be enumerated. Design should anticipate maximum build-out within the Development, and be specifically related by the Engineer to the distribution line size, the looping of the distribution system, meter size anticipated or allowed system flow requirements (including relationship to Deed restrictions), and estimated population based on socioeconomic level, census data, etc.

****NOTE:** As a matter of business ethics and to prevent a possible conflict of interest, the Applicant and OHWSC shall use different Engineering firms.

5. **A SIGNED AND EXECUTED COPY OF THE APPLICANT'S CONTRACT WITH THE CONTRACTOR** chosen to install the water system, a copy of the construction and material specifications and **A SIGNED COPY OF THE FOLLOWING INSURANCE REQUIREMENTS:**

- a. Workman's Compensation
- b. Auto and General Liability, naming OAK HILLS WATER SUPPLY CORPORATION and its Engineer as an Additional Insured and shall be maintained throughout the Agreement. The limits of the Workman's Compensation, Auto and General Liability Coverage Insurance Policy or Policies, shall be in an amount of not less than one million U.S. dollars (\$1,000,000) in respect to injuries to, or death of, any number of persons arising out of any one occurrence, and in the amount of one million U.S. dollars (\$1,000,000) in respect to property damaged or destroyed in any one occurrence. Said Workman's Compensation, Auto and General Liability Coverage Insurance Policy or Policies, and Certificate of Insurance, shall contain a Cancellation Clause which will allow cancellation by the Builder or its contractor(s) or subcontractor(s) only after thirty (30) days prior written notice to the Corporation.

PART B.

If the Applicant is a Corporation, or several Corporations, the following documents will be needed from **EACH** Corporation:

1. A **CERTIFIED** copy of the Corporation's **CERTIFICATE OF GOOD STANDING** to evidence that the Corporation can do business in Texas, for each Corporation; from the Texas State Comptroller of Public Accounts.
2. A **CERTIFIED** copy of the **CORPORATE RESOLUTION** to contract with the Corporation for water service
3. A **CERTIFIED** copy of the **CORPORATE AUTHORIZATION** allowing indicated individual(s) to execute documents on behalf of said Corporation(s).

PART C.

When the foregoing requirements have been met, construction of the Development's Water Distribution System may begin. Prior to OHWSC's acceptance of the system for service, the following documents shall be in the Corporation's possession:

1. A **BILL OF SALE** to OAK HILLS WATER SUPPLY CORPORATION assigning ownership of all water lines and appurtenances to the same.
2. A completed and **ACCEPTABLE SYSTEM PRESSURE CHECK** and receipt of **CERTIFIED, ACCEPTABLE LABORATORY WATER TEST RESULTS.**

**NON-STANDARD SERVICE APPLICATION FOR DEVELOPERS AND
SUB-DEVELOPERS**

SUPPLEMENT #2 TO OHWSC WATER TARIFF, SECTION F.

6. _____ is requesting that OAK HILLS WATER SUPPLY CORPORATION (OHWSC) execute a Non-Standard Service Application to provide water service to the following (please include location, a complete description and proposed number of units):

7. For development engineering/design, I intend to:

Use my own engineer/firm*

Use OHWSC's engineer.

* If using your own engineer, we will need two (2) copies of the proposed system design as submitted by the Applicant's Engineer. Fire flow (fire hydrants, etc.) and hydraulic modeling software results/criteria for within the Development should be enumerated. Design should anticipate maximum build-out within the Development, and be specifically related by the Engineer to the distribution line size, the looping of the distribution system, meter size anticipated or allowed system flow requirements (including relationship to Deed restrictions), and estimated population based on socioeconomic level, census data, etc.

** NOTE: As a matter of business ethics and to prevent a possible conflict of interest, the Applicant and OHWSC shall use different Engineering firms.

8. _____ (Initial) I intend to enter a Contract with OHWSC to provide water service as described in Section F and Supplement(s) of OHWSC's Tariff.
9. _____ (Initial) I understand that I cannot sell lots in the development before Capital Improvement Fees for each connection have been paid to the Corporation per OHWSC's Tariff.

