

Water Sub-Metering Plan Review

Sewer Development Review

Use this form if you are proposing to enter into a Sub-metering Agreement with Pierce County Planning & Public Works. More information on sub-metering can be found on Bulletin B21, [Water Sub-metering Program](#).

Complete, sign and submit this form and any supplemental information or documents to: piercecountywa.gov/permit. All documents must be uploaded in PDF format.

The following items must be included with this application:

1. Water sub-metering plan review application (A7)
2. Water system plans stamped by a State of Washington registered Professional Engineer that must include:
 - site location map with water and wastewater lines shown,
 - location of proposed sub-meter and all pertinent water meters,
 - vicinity map, street address, and property owner information
 - diagram of the metering device with calculations on sizing of the sub-meter and expected flows (maximum, minimum and average flows through sub-meter.
3. Proposed sub-meter specifications (including all proposed options and units for readings) and recommendations for installation and maintenance.
4. [Sub-meter agreement \(T1\)](#) signed and notarized. The original document must be submitted to the following address:

Pierce County Annex Rm. 175
Development Engineering
2401 South 35th Street, Tacoma WA 98409-7490

The original must be received, or the application will not be reviewed.

The plan review fee must be paid prior to review of plans. Current fees: [PCC 2.05.040, Planning and Public Works Fee Tables](#) (See Table 2.05.040-17. Sewer Applications)

Download Standard Plans and Forms at piercecountywa.gov/sewerformsandplans

For questions about the Sub-metering Agreement, please contact Customer Billing Services at (253) 798-4020. For other questions, please contact our office at (253) 798-7202.

A. Property Information

Project/Development Name: _____

Parcel numbers: _____

Site address: _____

City, State: _____ Zip: _____

Property Owner Name: _____

Email: _____ Phone: _____ Alt. Phone: _____

Mailing Address: _____ City, State: _____ Zip: _____

Master Meter Serial Numbers: _____

B. Applicant Information:

Check if same as Property Owner information above

Applicant Name: _____

Email: _____ Phone: _____ Alt. Phone: _____

Mailing Address: _____ City, State: _____ Zip: _____

C. Customer Information:

Check if same as Applicant information above

Customer Name: _____

Email: _____ Phone: _____ Alt. Phone: _____

Mailing Address: _____ City, State: _____ Zip: _____

Customer Number: _____

Account Number: _____

D. Affidavit

As the Applicant for the permit described above, I/we hereby state that all the information provided herein and stated above is true and correct.

I/We further state that we are either the legal owner of the property described above, an authorized agent of the owner, a tenant that has entered into a lease agreement with the property owner to operate the business and/or facility described herein on the owner’s property and have received the property owner’s consent to make the repairs or improvements described above, or a licensed contractor that has entered into an agreement with the property owner to perform the work described herein.

I/We agree to perform all the work described herein in accordance with the most current Pierce County Sewer Division Standards.

Applicant Signature

Date

Applicant Name

Title

Company Name (if Applicant is a company)