



CITY OF DOTHAN
ROY DRIGGER'S MUNICIPAL BUILDING
126 NORTH SAINT ANDREWS STREET, DOTHAN, ALABAMA 36303

NEW INSTALLATION

How to Obtain Commercial or Residential Dothan Utility Service (Temporary/Permanent Electric, Permanent Water and/or Sewer Service)

Step I. You must possess a City of Dothan **Business License**. (Unless you are the builder and you own the property on which the structure will be built.)

YES Proceed to **Step II**

NO Obtain a **business license** from the Business License Office and then proceed to **Step II**.

Planning and Development Department, Business License Division
Room #315 located on the 3rd Floor of the Roy Drigger's Municipal Building
[Phone Numbers: (334) 615-3163 or (334) 615-3166 or (334) 615-3167]

Step II. You must have a valid **E-911 Address** for the **Property** to be permitted.

YES Proceed to **Step III**

NO Proceed to the E-911 Addressing Agent to obtain a valid address, then proceed to **Step III**.

Wayne McKinnon, E-911 Addressing Agent
Public Works Department, Engineering Services Division
Room #309 located on the 3rd Floor of the Roy Drigger's Municipal Building
[Phone Number: (334) 615-4437 wmckinnon@dothan.org]

Step III. You must have obtained a **Building or Electric Permit**

YES Proceed to **Step IV**

NO Obtain a permit from the Permits & Inspections Office and then proceed to **Step IV**.

Planning and Development Department
Permits and Inspections Division
Located in Room #315 located on the 3rd Floor of the Roy Drigger's Municipal Building
Phone Number: (334) 615-4450

Step IV. Proceed to the Permits and Inspection Office to obtain **new utility installation services**:

Planning and Development Department
Permits and Inspection Division
Located in Room #315 on the 3rd Floor of the Roy Drigger's Municipal Building
Phone Number: (334) 615-4450

Provide the Following:

- 1.1. Responsible Party information and possess a Valid ID for Proof of Identification
- 1.2. Provide Permit Number
- 1.3. Social Security Number/Tax Identification Number
- 1.4. VALID Street Address
- 1.5. Payment of Required Fees and Obtain Receipt

NOTE:

- Electric poles will be placed at the discretion of the Dothan Utilities, Electric Division where facilities are available.

2. Temporary Electric Pole Rates:

City furnishes the Pole

Installation	\$ 40
Labor	<u>15</u>
	\$ 55

Individual or Homeowner's Electrician or Builder Furnishes T. E. Pole

Installation	N/A
Labor	<u>\$ 15</u>
	\$ 15

3. For Electric Service to go Permanent, a Permanent Deposit is needed.

- 1.1. Permanent Residential Deposit \$100 Minimum*

*Dependent upon Credit History to be paid at 125 N. Saint Andrews St.

- 1.2. Permanent Commercial Deposit \$150 Minimum*

*Assessed per the Code of Ordinances at twice the monthly average to be paid in room 315

NOTE:

- **Customer must call Dothan Utilities, Electric Division, at 334-615-3300 choose option "0" for location to place pole and an inspection must occur before tap up is allowed.**

Dothan Utility Department or Dothan Utilities
(Electric, Water and Sewer Divisions)
Located at 200 Kilgore Drive
[Phone Number: (334) 615-3300 dothanutilities@dothan.org]

- 1.3. In the event electrical service (not new construction) is to be reestablished for permanent or temporary service, approval is required from (1) Fire Marshal and (2) Permit & Inspections Division, if the building/residence has been unoccupied for the following:

- 1.3.1. Residential - Unoccupied for a period exceeding twelve (12) months

- 1.3.2. Commercial - Unoccupied for a period exceeding six (6) months

2. Water Service Installation (Residential, Irrigation or Sprinkler, and/or Commercial):

2.1. To Determine/Confirm any Water Service Costs call (334) 615-3300 choose option “0” for Dothan Utilities, Water Engineering Section and Request to Speak to a Water Engineer.

2.2. Pay Required Water Deposit:

2.2.1. Residential (If customer has City Electric Service) = NO Additional Deposit Required	
2.2.2. Residential (Without City Electric Service)	\$10
2.2.3. Residential Irrigation (Not Primary Water Meter/ Sprinkler)	\$10
2.2.4. Temporary Commercial Water (Only) Service and Irrigation	\$25
2.2.5. Commercial Water (Only) Service and Irrigation*	\$25 Minimum

*Assessed per Code at twice the monthly average.

2.3. Water Meter Set - Service Installation, Irrigation or Sprinkler (Water Lateral Present without Water Meter & Lateral set by Developer):

2.3.1. Residential & Commercial Water Meter Set Fees:

2.3.1.1. ¾ Inch Water Meter Set	\$ 150
2.3.1.2. 1 Inch Water Meter Set	\$ 200

NOTE:

- To Confirm costs or for Larger Sized Meter Set please call (334) 615-3300 choose option “0” for Dothan Utilities, Water Engineering Section, and Request to Speak to a Water Engineer
- If Questions arise Concerning the Cost of Water Service call the Dothan Utilities, Water Engineering Section, at (334) 615-3300 choose option “0”.
- When a fee is in question, either call a water engineer at (334) 615-3300 choose option “0” to confirm or charge the higher fees as in section 5.4 below. If an overcharge occurs, a refund will be issued upon that determination.

2.4. Water Service (Required to Install Water Lateral to Property with Water Meter):

2.4.1. Residential (Includes \$300 tap fee)

2.4.1.1. ¾ Inch Service	\$ 450
2.4.1.2. 1 Inch Service	\$ 500

2.4.2. Commercial (Includes \$300 tap fee)

2.4.2.1. ¾ Inch Service	\$ 450
2.4.2.2. 1 Inch Service	\$ 500
2.4.2.3. 2 Inch Service	\$1,250

NOTE:

- To **Confirm costs or for Larger Sizes** please call (334) 615-3300 choose option “0” & Request to Speak to a Water Engineer.
- If **Bore/Street Cut** is required, an additional \$250 Fee is assessed. (Major Bores, Large Diameter Bores or Special Conditions will Require Specific Pricing.)

3. If a specific location of the Water Meter is desired the City will attempt to accommodate the customer's location providing the site conditions allow and the location meets Departmental requirements. To confirm a location, call (334) 615-3300 choose option "0" and request to speak to a water engineer or e-mail (dothanutilities@dothan.org).

4. Fire Service Tap Fees:

2 inch	\$ 500
3 inch	\$ 900
4 inch	\$ 950
6 inch	\$ 1,450
8 inch	\$ 1,750
10 inch	\$ 2,350
12 inch	\$ 2,650

NOTE:

- If a **Lateral is NOT in place** and a **Street Cut** is required an additional \$250 Fee is assessed.
- The **Contractor is Responsible to Connect** to Tapping Valve on all Fire Lines/Subdivision Connections, Resetting Valve Stand with Wire & Restore Area/Pavement.

5. Monthly Charge for a Fire Line is based on the Tapping Valve Size @ \$5.00 per Inch:

2 inch	\$10.00
3 inch	\$15.00
4 inch	\$20.00
6 inch	\$30.00
8 inch	\$40.00
10 inch	\$50.00
12 inch	\$60.00

6. Vapor Lights:

- 6.1. Customer contacts Dothan Utilities
- 6.2. City's representative (Jason Shiver) will go to the Customer's Home
- 6.3. Customer will sign a two year contract.
- 6.4. Customer will bring signed contract to Dothan Utilities
- 6.5. Contract will specify the installation charges and deposit to be collected
- 6.6. Monthly charges are dependent upon what type of light and pole is installed

7. Work Order will be issued to the respective utility (water, electric or sewer) for processing.

NOTE:

- **The work order will take a MINIMUM of Ten (10) Working Days to complete!**