



## **Pre-Application Meeting Agenda**

1. Introduction
2. Project Introduction by Project Engineer
  - a. Preliminary Stormwater Management Plans
  - b. Utility Services
    - i. Sewer – EDU? Lateral Size?
    - ii. Water – GPD? Service Size?
    - iii. Fire – GPD? Service Size?
    - iv. Storm connection?
3. Stormwater Requirements
  - a. Must receive CRW Stormwater Land Development approval for all projects within the City of Harrisburg.
  - b. LD Stormwater Escrow fee of \$1,000 and application required for CRW to review and provide comments/approval
  - c. Disturbed Area Stormwater Requirement – Wastewater and Stormwater Rules and Regulation Table 1 Page 83 of 138
  - d. Stormwater Fee – Encourages review of CRW stormwater fee credit for BMPs going above stormwater management requirements.
  - e. DCCD NPDES Permit required for earth disturbance over 1 acre.
  - f. Stormwater Operation and Maintenance Agreement required
  - g. CRW website for more information - <https://capitalregionwater.com/customer-support/rules-regulations/>
4. Utility Connections Service Request
  - a. Contact Micaela Swart for any connection request
    - i. [Micaela.swart@capitalregionwater.com](mailto:Micaela.swart@capitalregionwater.com) or 717-216-5235
  - b. Pre-Construction meeting with engineer/contractor/project manager at least 60 days before construction and applications must be submitted by the contractor with submittals/plans at least 60 days before construction.
    - i. Water – Meter pit is required if meter is more than 100ft from watermain. CRW provides domestic meter.
    - ii. Sewer – no manhole lateral connections. CRW requires an inserta-tee connection.
    - iii. Fire – owner is responsible for purchasing CRW approved fire meter (Octave Ultrasonic Meter or OMNI F2 Water Meter)
    - iv. Storm

- c. Existing Service Disconnections
    - i. CRW requires lateral and water service connections to be disconnected at the mains.
  - d. Street Cut Permits
    - i. The contractor must have a 2-year, \$25,000 bond and insurance with CRW as additional insured to apply for permits.
    - ii. City of Harrisburg Street Cut Permit – Application package under forms in our website, submit to CRW Team ([streetcutpermits@capitalregionwater.com](mailto:streetcutpermits@capitalregionwater.com))
    - iii. Highway Occupancy Permit (PennDOT Road) – Micaela Swart
5. Provide fire flow and pressure for proposed project
    - a. Fire suppression system for CRW review
    - b. Flow Test Request form with associated fees submitted through CRW Customer Service Team at our Front Street office (3003 N. Front Street Harrisburg, PA 17101)
  6. Connection and Tapping Fees
    - a. CRWs website for rates and fees - <https://capitalregionwater.com/customer-support/water-sewer-rates/>
  7. CRW utility data/GIS must go through PA One Call
  8. All form can be found CRW website Resources Tab → Forms
    - a. <https://capitalregionwater.com/forms/>