



**DEVELOPER'S LETTER OF INTENT**

The Developer shall submit a Letter of Intent ("LOI") to BCWS describing the proposed project. This LOI can be a letter from the Developer or you may utilize the form on the following page providing the following information, as a minimum:

1. Name, address, phone number, and e-mail address of the Developer.
2. Location of Project to include tax map number.
3. Detailed written description of proposed development to include a drawing showing preliminary layout of facilities and points of connection to BCWS water and/or sewer systems.
4. Projected water demands and/or wastewater hydraulic and biological loadings.
5. Special requirements such as fire protection, wastewater pretreatment, etc.
6. General project schedule to include the following milestones:
  - a. Pre-Design Conference
  - b. Submission of Plans and Specifications for review by BCWS
  - c. Projected Construction Period
  - d. Approximate date when potable water and/or sanitary sewer services will be required

The Letter of Intent must be dated and signed by the Developer.



**1. OWNER/DEVELOPER**

Name:

Current Mailing Address:

Telephone Number:

Email Address:

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**2. LOCATION OF PROJECT**

TMS:

Name of Subdivision (if applicable):

Lot Number/Street Address:

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**3. PROPOSED DEVELOPMENT** (Please see attached plans)

Project Name:

Type of Development (Commercial,  
Industrial, or Residential):

Number of Residential Units Proposed (if  
applicable):

Type of Commercial Use:

Construction Phases:

Estimated Hydraulic Loading (in GPD):

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**4. SPECIAL REQUIREMENTS**

Will the building have a fire sprinkler system (yes or no)?

Will a new pump station be required (yes or no)?

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**5. PROPOSED PROJECT SCHEDULE**

Has a Pre-Design Conference been completed (yes or no)?

If yes, date of conference:

Submission of Plans and Specifications for review by BCWS:

Projected Construction Period:

Approximate date when potable water and/or sanitary  
sewer services will be required:

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**Signature of  
Developer:**

**Date:**

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