DEVELOPMENT SERVICES

BUILDING • FIRE • PLANNING • PUBLIC WORKS
www.mybuildingpermit.com • www.kirklandpermits.net

Water Meter Pull or Disconnect Request

Public Works

When completed, please submit this request to Utility Billing at Kirkland City Hall (if submitting a paper application) or upload this request through MyBuildingPermit.com (if submitting an application online).

TO BE COMPLETED BY APPLICANT

Today's date: _____

Service address: _____

Date on which the meter is requested to be pulled or disconnected: _____

Demolition permit number: _____

Building permit number: _____

Is this a single family demo/rebuild? *(rebuilding only one new single family on the same lot)* ◯ Yes ◯ No

Is this property part of a current or future short plat or lot line adjustment? ◯ Yes ◯ No

Is the building currently vacant? ◯ Yes ◯ No

Property owner name(s): _____

Billing address: *(line 1)* _____

Billing address: *(line 2)* _____

Owner phone number: _____

Request authorized by:

Printed name: _____

Signature: _____

TO BE COMPLETED BY CITY STAFF

☐ Meter to be pulled on or after this date: _____
(fee for pull = $70 plus estimated final bill amount)

WATER IS **NOT** AVAILABLE EXCEPT BY HYDRANT METER OR WATER TRUCK

☐ Meter to be disconnected on or after this date: _____
(fee for disconnect = $30, applied to the account)

WATER **IS** AVAILABLE, CUSTOMER BILLED BASE FEE PLUS CONSUMPTION

Public Works approval: _____

Date submitted to Utility Billing: _____

☐ Notified Public Works that utility bill is paid.

UB Customer # _____ UB Reference # _____