



Meter Study Process

Welcome to Crystal Clear Special Utility District.

In order to start the process for a Meter Study please fill out the service availability request form (SARF), provide a 911 address (must have a 911 address, no property descriptions or PID's accepted), CCSUD staff will provide a copy of our system map and the customer will need to mark an **(X)** on the colored line to give our engineer team an estimated location of where the meter is to be placed. The meter location will also need to be staked or spray painted at the physical property and the description will need to be emailed back along with the map and form, to raelynn@crystalclearsud.org.

The cost for one (5/8) residential/commercial meter is \$600.00 (non-refundable). Study fees are estimated, and additional fees may be necessary to complete the work. If encountered, Crystal Clear SUD will invoice the customer; please note, work on the project may cease until proper payment is received. All payments are to be made payable to Crystal Clear SUD, in the form of a **check, money order, or cashiers' check only**, and can be mailed in or dropped off to our office address at 2370 FM 1979 San Marcos, Texas 78666. Please ensure to put the service address, with "meter study" on the memo line.

Once all requirements are received, CCSUD will verify the location at the physical property and then forward the application to our third-party engineer team. The meter study will determine if there is enough capacity to service the meter location and if a bore is required. If there is no capacity, our engineer team will provide construction estimates in order to get water to the requested location. Please be advised the memo will not include the standard fees, and only the property deed owner is able to open the account.

(1) Standard Service - Defined as service from an existing service line where line or service facility extensions are not required and special design and/or engineering considerations are not necessary in the district's discretion. Standard water service is provided through a 5/8-inch meter set on an existing water line.

All Meter Studies require a minimum of 4-6 weeks to be completed.

All Meter Studies will expire within 90 days upon return date.

For any further questions, please email raelynn@crystalclearsud.org.