



Municipality of North Perth
330 Wallace Avenue North, Listowel, Ont. N4W 1L3
Tel. (519) 291-2950 Fax (519) 291-1804

SERVICE CONNECTION APPLICATION

Complete this application to request a service connection to an existing main and submit to jbeirnes@northperth.ca

WATERMAIN

WASTEWATER

STORMWATER

Owner / Developer Information:

| | | | |
|-----------------|-----------|--|--|
| Applicant Name | | | |
| Mailing Address | | | |
| Telephone | Home: | | |
| | Business: | | |
| | Cell: | | |
| Email | | | |

Contractor Information:

| | | | |
|------------------------------------|--|---------------------------|--|
| Service Connection Address | | | |
| Contractor Name & Telephone Number | | | |
| Description of Work | | | |
| Estimated Start Date | | Estimated Completion Date | |

Upon approval of the service connection application, the following Total Connection Fee calculated below must be paid in full:

Application Fee Calculation:

| Service Connection Type | # of Service Connections | Fee |
|--|--------------------------|-----|
| Water | | |
| Wastewater | | |
| Stormwater | | |
| Connection security deposit ¹ | | |
| Special service area ² | | |
| Total Connection Fee | | |

¹ Connection security deposit will be calculated prior to connection approval

² Special service area fees may be required- contact Finance Department for further information

By signing below, the Applicant agrees to complete the service connection(s) and road restoration within the Municipal Road Allowance as described in the Municipality of North Perth, Municipal Development and Servicing Standards. Failure to comply to Municipal Standards will result in the Owner / Developer having to pay all extra charges for work required by the Municipality

Signature of Applicant

Date



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The following information is intended to assist owners and their contractors by outlining the responsibilities for installing service connections made to existing municipally owned water, wastewater or stormwater mains.

The owner is required to complete this form when requesting service connection. Applicable fees used in the Application Fee Calculation are contained in Schedules I and Q of the Fees and Licenses By-law, as amended from time to time. The following items are required:

- Completed and signed 'Service Connection Application' form
- Applicable Connection Fee paid
- Applicable Security Deposit paid

A Security Deposit is required as part of the proposed work on the municipal Right of Way (ROW). Municipal Staff will estimate the cost of the works in the ROW and this amount will be required as a security. The security deposit is required prior to application approval. The applicant must advise the municipality when all work is fully completed including all restoration of municipal infrastructure. Once notification is received the site will be inspected and if approved, 80% of the security will be returned to the applicant. A 12-month warranty period will follow and a final inspection will be conducted once the warranty period is complete. If no deficiencies are found, the remaining 20% of the security deposit will be returned to the applicant.

The application must indicate the location of the service connections along with details on the connections, and why the connection is necessary. All servicing including parts used must be in accordance with the current North Perth Municipal Development and Servicing Standards unless alternates have been approved by Municipal staff. North Perth will provide the related As Constructed drawing for reference which indicates the location of the existing infrastructure for which the new services will be connected. All parts used for water must be NSF/ANSI/ CAN 60 approved. Water connections must follow AWWA standards and MECF procedures.

The Connection Application will be reviewed by Municipal Staff and must be approved prior to any work commencing.

In addition to the above requirements, the owner is also required to complete the following and submit to the Municipality for approval:

- Road Closure Request (if required) and Traffic Control Plan to conform with OTM Book 7 - Authorizes a road closure during construction (minimum notice of 5 business days is required)
- Current WSIB and Proof of Insurance from the contractor who is completing the work

Once the fees have been received and the Applications and Permits have been approved, the owner may proceed with the construction to connect the new service(s) to the Municipal main(s).

The Owner/ Developer must provide North Perth with a minimum of one (1) week's notice prior to the intended start date of construction so that tapping and inspections can be appropriately coordinated.

The Municipality of North Perth must approve of the specified contractor assigned to the Proposed Service Connection.

The owner is responsible for providing all the necessary parts for the installation including but not limited to:

- Service Saddle
- Cathodic Protection
- Tracer Wire
- Main Stop
- Water Service Pipe
- Curb Stop & Box

The Service Connection Fee(s) paid by the owner is used to cover Municipal costs associated with the service connection(s) to the main(s). This includes coordination of the construction and the physical tapping of the main(s). This also includes administrative and inspection services for the work being conducted.



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Internal Use Section:

| Agreement Status | Department Comments | Approved Y / N |
|---------------------------------|---------------------|-------------------|
| Building Department Comments | | |
| Public Works Comments | | |
| Environmental Services Comments | | |

North Perth Section:

| | | | |
|--------------------|--|------|--|
| Approval Signature | | Date | |
| Distribution | Manager of Environmental Service, Manager of Operations, Chief Building Official, Infrastructure Supervisor, Chief Operator | | |

Operating Authority Section:

| | | | | |
|---|--------------------------|------|-------|-------|
| Water Main Connection (if applicable) | Connection Completed By: | | _____ | _____ |
| | Name | Date | | |
| Wastewater Main Connection (if applicable) | Connection Completed By: | | _____ | _____ |
| | Name | Date | | |
| Stormwater Main Connection (if applicable) | Connection Completed By: | | _____ | _____ |
| | Name | Date | | |

Completed Copy sent to phinsperger@northperth & sbrooks@northperth.ca

Date: _____

