



Development Permit No. _____

Permit No. _____

FOR OFFICE USE ONLY

Application for Utility Services Connections

Property Information: LOT _____ BLOC _____ PLAN No. _____ ROLL # _____
PT. _____ SEC. _____ TWP _____ RANGE _____ MER _____
STREET ADDRESS _____

Owner Information: NAME _____
MAILING ADDRESS _____
TELEPHONE _____ FAX _____
EMAIL ADDRESS _____

Please complete all sections of these forms that are applicable to the development project.

Are you applying for a **Water Line Connection**?
If yes, please complete the **Application for Water Line Connection** – pages 2, 3 and 8.

Are you applying for a **Sanitary Sewer Line Connection**?
If yes, please complete the **Application for Sewer Line Connection** – pages 4, 5 and 8.

Are you applying for a **Storm Line Connection**?
If yes, please complete the **Application for Storm Line Connection** – pages 6, 7 and 8.

Please return these forms in the Development package to the Planning department at the Town office. These forms will be forwarded to the Operation Services office for review by the Water and Wastewater Utility Services department to ensure that all of the forms required for the utility service connections for the project have been completed.

If you have questions about the any of the application forms for Utility Services Connections, please call the Operation Services office at 403-783-0159 for assistance.



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Application for Water Line Connection

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I/We _____ the registered owner(s) are making application for a Water Line Connection.

I/We agree with the applicable Provincial Plumbing, Health and Safety Codes, Rules and/or Regulations and such Bylaws and/or Resolutions as may be in effect or may be passed from time to time, in the future by the Municipal Authority relating to these facilities and service.

I/We agree to assume all costs of installation of service line from the water main to point of entry into the building/facility on the fore mentioned property (as per approved drawings). The work must be coordinated by the Town of Ponoka (see Appendix A conditions).

I/We agree to provide the required access and right of way to permit the installation and will also undertake the maintenance of the service connection.

I/We consent and agree to the Town of Ponoka, its workmen or agents, having unrestricted right of ingress and/or egress to/from the above noted property for any whatsoever reason relating to or in regard to these facilities and service.

I/We agree promptly to safeguard and care for the water(s) infrastructure provided by the said Town of Ponoka. Any damages caused to the said water(s) facilities due to neglect, abuse or frost shall be charged to the owner of the above mentioned property.

I/We understand that the continuous/consistent/unrestricted/uninterrupted supply of water service is not guaranteed by the Town of Ponoka, and

I/We further agree that the Town of Ponoka shall not be liable for any losses, damages or amount that I/We may suffer as a result of the inability/failure to provide a continuous, unrestricted, uninterrupted water service.

I/We agree to indemnify and save harmless the Town of Ponoka, its workmen or agents, from and against any loss, damage, cost or inconvenience, however caused by the installation presence, alteration, repair, maintenance, inspection or removal of the water service facilities.

“Information provided to the Town of Ponoka is subject to and covered by the Freedom of Information and Protection of Privacy Act.”

CONTRACTOR INFORMATION

Name _____

Mailing Address _____

Telephone _____ **Fax** _____

Email Address _____

Business License No. _____

Owner(s) Signature _____ **Date** _____



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Application for Water Line Connection

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Appendix A

1. The water line used to be rated a minimal 150 to 200 P.S.I. pressure copper tubing or series 200 municipal poly tubing, from ¾ to 2-inch size is recommended.
2. Assume cost for labor and extra materials as may be required to install meter(s) provided by the Town of Ponoka inside the building at an accessible location.
3. If more than one meter is used, a manifold shall be installed in this location. Every meter shall have a valve on each side of the meter. Meters of one-inch size or larger shall have a standard full size three valve by-pass.
4. Any/all cost associated with repairs, maintenance alteration and/or relocation of valve and curb stop and the service line are the responsibility of the owner.
5. A three inch or larger "hot tap" shall have a valve extended to grade and marked.
6. All roads/approach crossings shall be made by boring or push pipe method. If road crossing is necessary, a full sized valve shall be placed on property line (for at least 1.5 feet outside the fence) as a curb stop. All water line service road crossings up to and including 2 inches (50 mm) in size shall be of copper line (approved type for underground installation). All cost to be the responsibility of the owner.
7. Jumpers will not be left in place for the convenience of the owner and are to be used only for the testing of lines.
8. **Two (2) business days' advance notice is required for an inspection of the connection to the municipal water line by the Water and Wastewater Utility Services department. The request for a trench inspection is to be booked one (1) hour in advance by calling the Administrative Assistant in the Operations Services office at 403-783-0159 during regular business hours. All connections to the water line must be inspected and approved prior to burial. Failure to comply may result in the excavation of the trench to inspect the water line connection at the developer and/or contractor's expense.**
9. Details must be provided regarding size and type of pipe, depth of burial, method of installation, type of bedding, distance from municipal supply main to the building and plan of installation. If the service crossed land not owned by the applicant, a copy of the registered easement for a six (6) meter water service line right of way must be deposited with the Town of Ponoka.



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Application for Sanitary Sewer Line Connection

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I/We _____ the registered owner(s) are making application for a Water Line Connection.

I/We agree with the applicable Provincial Plumbing, Health and Safety Codes, Rules and/or Regulations and such Bylaws and/or Resolutions as may be in effect or may be passed from time to time, in the future by the Municipal Authority relating to these facilities and service.

I/We agree to assume all costs of installation of service line from the water main to point of entry into the building/facility on the fore mentioned property (as per approved drawings). The work must be coordinated by the Town of Ponoka (see Appendix A conditions).

I/We agree to provide the required access and right of way to permit the installation and will also undertake the maintenance of the service connection.

I/We consent and agree to the Town of Ponoka, its workmen or agents, having unrestricted right of ingress and/or egress to/from the above noted property for any whatsoever reason relating to or in regard to these facilities and service.

I/We agree promptly to safeguard and care for the water(s) infrastructure provided by the said Town of Ponoka. Any damages caused to the said water(s) facilities due to neglect, abuse or frost shall be charged to the owner of the above mentioned property.

I/We understand that the continuous/consistent/unrestricted/uninterrupted supply of water service is not guaranteed by the Town of Ponoka, and

I/We further agree that the Town of Ponoka shall not be liable for any losses, damages or amount that I/We may suffer as a result of the inability/failure to provide a continuous, unrestricted, uninterrupted water service.

I/We agree to indemnify and save harmless the Town of Ponoka, its workmen or agents, from and against any loss, damage, cost or inconvenience, however caused by the installation presence, alteration, repair, maintenance, inspection or removal of the water service facilities.

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CONTRACTOR INFORMATION

Name _____

Mailing Address _____

Telephone _____ **Fax** _____

Email Address _____

Business License No. _____

Owner(s) Signature _____ **Date** _____



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Application for Sanitary Sewer Line Connection

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Appendix C

1. The sanitary sewer pipe used shall be 150 mm ASTM C3034 SDR 28 PVC pipe.
2. The Owner(s) shall assume the cost for labor and extra materials as may be requested to install a sanitary sampling well, as illustrated in the Town of Ponoka's design Guild Lines and Construction Standards.
3. The "Sanitary Sewer Sampling Well" sign must be installed within one (1) meter of the sanitary sewer sampling well on private property. The sign must be installed within one (1) week of completion of construction of the service.
4. All road/approaches crossings shall be made by boring or push pipe method. All cost is the responsibility of the Owner(s).
5. All cost associated with repairs, maintenance, alteration and relocation of sanitary sewer sampling well, sanitary sewer sampling signage and the sanitary sewer service lien are the responsibility of the Owner(s).
6. **Two (2) business days' advance notice is required for an inspection of the connection to the municipal sanitary sewer line by the Water and Wastewater Utility Services department. The request for a trench inspection is to be booked one (1) hour in advance by calling the Administrative Assistant in the Operations Services office at 403-783-0159 during regular business hours. All connections to the sanitary sewer line must be inspected and approved prior to burial. Failure to comply may result in the excavation of the trench to inspect the sanitary sewer line connection at the developer and/or contractor's expense.**
7. Details must be provided regarding size and type of pipe, depth of burial, method of installation, type of bedding, distance from sanitary sewer line to the building and plan of installation. If the service crosses land not owned by the application, a copy of the registered easement for a six (6) meter sanitary sewer line right of way must be deposited with the Town of Ponoka.



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Application for Storm Line Connection

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I/We _____ the registered owner(s) are making application for a Water Line Connection.

I/We agree with the applicable Provincial Plumbing, Health and Safety Codes, Rules and/or Regulations and such Bylaws and/or Resolutions as may be in effect or may be passed from time to time, in the future by the Municipal Authority relating to these facilities and service.

I/We agree to assume all costs of installation of service line from the water main to point of entry into the building/facility on the fore mentioned property (as per approved drawings). The work must be coordinated by the Town of Ponoka (see Appendix A conditions).

I/We agree to provide the required access and right of way to permit the installation and will also undertake the maintenance of the service connection.

I/We consent and agree to the Town of Ponoka, its workmen or agents, having unrestricted right of ingress and/or egress to/from the above noted property for any whatsoever reason relating to or in regard to these facilities and service.

I/We agree promptly to safeguard and care for the water(s) infrastructure provided by the said Town of Ponoka. Any damages caused to the said water(s) facilities due to neglect, abuse or frost shall be charged to the owner of the above mentioned property.

I/We understand that the continuous/consistent/unrestricted/uninterrupted supply of water service is not guaranteed by the Town of Ponoka, and

I/We further agree that the Town of Ponoka shall not be liable for any losses, damages or amount that I/We may suffer as a result of the inability/failure to provide a continuous, unrestricted, uninterrupted water service.

I/We agree to indemnify and save harmless the Town of Ponoka, its workmen or agents, from and against any loss, damage, cost or inconvenience, however caused by the installation presence, alteration, repair, maintenance, inspection or removal of the water service facilities.

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CONTRACTOR INFORMATION

Name _____

Mailing Address _____

Telephone _____ **Fax** _____

Email Address _____

Business License No. _____

Owner(s) Signature _____ **Date** _____



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Application for Storm Line Connection

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Appendix D

1. The storm drainage service pipe used shall be 100 mm ASTM C3034 SDR 28 PVC pipe.
2. All road/approaches crossings shall be made by boring or push pipe method. All cost is the responsibility of the Owner(s).
3. **Two (2) business days' advance notice is required for an inspection of the connection to the municipal storm line by the Water and Wastewater Utility Services department. The request for a trench inspection is to be booked one (1) hour in advance by calling the Administrative Assistant in the Operations Services office at 403-783-0159 during regular business hours. All connections to the storm line must be inspected and approved prior to burial. Failure to comply may result in the excavation of the trench to inspect the storm line connection at the developer and/or contractor's expense.**
4. Details must be provided regarding size and type of pipe, depth of burial, method of installation, type of bedding, distance from connection point to the building and plan of installation. If the service crosses land not owned by the application, a copy of the registered easement for a six (6) meter service line right of way must be deposited with the Town of Ponoka.



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Application for Utility Services Connections

Preliminary Sketch OR Attach Drawing of Connection Plan

Planning and Development

Development Permit No. _____

Address _____

Operation Services, Water and Wastewater Utility Services

Approved for Connection _____ Date _____

Signature of Approval Officer

Permit No. _____ Proposed Date of Service _____

APPLICATION NO. _____

AUTHORITY NO. _____