

OTTAWA COUNTY
SANITARY ENGINEERING DEPARTMENT
315 MADISON STREET RM #105
PORT CLINTON, OHIO 43452

APPLICATION FOR PERMIT
PUBLIC WATER SUPPLY
FOR SPECIAL PROJECTS PERMIT

THIS PERMIT APPLICATION SHALL BE FOR THE PURPOSE OF INSTALLING PUBLIC OR PRIVATE WATER MAINS AND/OR APPURTENANCES OTHER THAN A STANDARD (SINGLE) BUILDING SERVICE LINE. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE OTTAWA COUNTY SEWER DISTRICT PUBLIC WATER SUPPLY RULES AND REGULATIONS AND STANDARD SPECIFICATIONS.

PROJECT NAME: _____ PLAT #: _____

DEVELOPER: _____ PHONE #: _____

FAX #: _____ E-MAIL ADDRESS: _____

ADDRESS: _____

ENGINEER: _____ PHONE #: _____

FAX #: _____ E-MAIL ADDRESS: _____

ADDRESS: _____

PROJECT SITE/LOCATION INFORMATION:

TOWNSHIP: _____ SECTION: _____ LOT: _____ PARCEL: _____

PARCEL (TAX) I.D. NUMBER: _____ ACRES: _____

LOCATION ADDRESS: _____

CURRENT USE OF PROPERTY (prior to project): _____

FORMER PROPERTY OWNER NAME (if known): _____

PROPOSED PROJECT INFORMATION:

DESCRIPTION (TYPE) OF PROJECT: _____

TOTAL NUMBER OF LOTS/UNITS...PROPOSED TO BE SERVICED UNDER THIS PERMIT: _____

TYPE OF UNITS: _____ SINGLE FAMILY HOMES _____ DUPLEX UNITS
_____ MOBILE HOMES _____ CONDOMINIUM UNITS
_____ R.V./CAMP SITES (primitive) _____ R.V./CAMP SITES (full service)
_____ OTHER: PLEASE SPECIFY: _____

WILL THERE BE A FIRE SUPPRESSION SYSTEM CONNECTED TO THE PUBLIC WATER SUPPLY SYSTEM? _____

(IF YES, A COPY OF THE FIRE SUPPRESSION PLANS/SPECS. MUST BE SUBMITTED TO THIS OFFICE PRIOR TO ISSUANCE OF A PERMIT)

WILL HEAT EXCHANGE EQUIPMENT SUCH AS GEOTHERMAL AND SOLAR HEATING, A HEAT PUMP, OR BOILERS WITH MAKE-UP LINES BE ON THE PROPERTY? _____

WILL AN IRRIGATION SYSTEM BE CONNECTED TO THE PUBLIC WATER SUPPLY SYSTEM? _____

WILL DOCK/WATERFRONT PLUMBING BE CONNECTED TO THE PUBLIC WATER SUPPLY SYSTEM? _____

WILL A PRIVATE WATER SOURCE (i.e. cistern/well) BE MAINTAINED FOR OTHER USES ON THE PROPERTY? _____

(§ 3745-95 OF THE OHIO ADMINISTRATIVE CODE REQUIRES PROTECTION OF THE PUBLIC WATER SYSTEM FROM CONTAMINATION DUE TO BACKFLOW THROUGH THE SERVICE CONNECTION. **START UP WILL NOT OCCUR IF BACKFLOW PREVENTERS ARE NOT INSTALLED WHERE REQUIRED.** CROSS CONNECTIONS BETWEEN THE PUBLIC WATER SYSTEM AND A PRIVATE WATER SOURCE ARE PROHIBITED. THE AUXILIARY SYSTEM(S), IF NOT PROPERLY ABANDONED, SHALL BE PHYSICALLY SEPARATED FROM THE SERVICE LINE **AND** AN APPROVED BACKFLOW PREVENTION DEVICE SHALL BE INSTALLED. THE OTTAWA CO. HEALTH DEPARTMENT ALSO HAS MINIMUM STANDARDS TO MAINTAIN A PRIVATE WATER SOURCE. SEE OCSE 'CHECKLIST' & 'INSTALLATION STANDARDS' FOR FURTHER INFO.)

(CONTINUED ON BACK SIDE OF APPLICATION)

TYPE/SIZE OF PIPE TO BE INSTALLED UNDER THIS PERMIT:

___ P.V.C. C-909 (water mains) ___ DUCTILE IRON (water mains)

___ P.V.C. SDR 21 (small diameter water mains < 3" diameter)

___ OTHER: _____

CONSTRUCTION INFORMATION:

NAME OF LICENSED CONTRACTOR COMPLETING WORK: _____
(Contractor completing the work must be currently licensed with the O.C. Sanitary Engineering Department)

ESTIMATED START DATE OF CONSTRUCTION: _____

ESTIMATED COMPLETION DATE OF CONST.: _____

DISPOSITION OF WATER MAINS AFTER INSTALLATION:

___ **(PUBLIC)** Upon completion and final inspection/approval, the plat and/or agreement dedicates the water supply mains and appurtenances to the Board of Ottawa County Commissioners for ownership, operations, and maintenance. Attached are copies of the required recorded easements (if necessary) for the water mains and/or appurtenances which are not located within the dedicated right-of-way.

___ **(PRIVATE)** Upon completion and final inspection, the water supply mains and appurtenances or building water service line shall remain privately owned, operated, and maintained.

CHECKLIST OF ITEMS THAT NEED TO BE SUBMITTED FOR PERMIT:

- ___ APPLICATION AND FEES/CHARGES
- ___ (2) SETS OF FINALIZED IMPROVEMENT DRAWINGS (per approval letter)
- ___ OHIO E.P.A. WRITTEN APPROVAL (Permit to Install), IF NECESSARY
- ___ PROPERLY EXECUTED "PUBLIC WATER AGREEMENT", IF NECESSARY
- ___ COPIES OF ANY NECESSARY RECORDED EASEMENTS; COUNTY ENGINEER OR ODOT RIGHT-OF-WAY PERMIT
- ___ ENGINEER'S ITEMIZED CONSTRUCTION COST ESTIMATE, IF NECESSARY
- ___ EXECUTED PERFORMANCE BOND OR ESCROW ACCOUNT, IF NECESSARY
- ___ EXECUTED MAINTENANCE BOND OR ESCROW ACCOUNT, IF NECESSARY
- ___ SIGNED PERMIT TO CONNECT ACKNOWLEDGEMENT FORM

IT IS THE DEVELOPER'S/OWNER'S RESPONSIBILITY TO MEET THE REQUIREMENTS OF THIS DEPARTMENT'S PLAN REVIEW APPROVAL LETTER. ITEMS NOT PROPERLY ADDRESSED AS REQUIRED IN THE APPROVAL LETTER WILL CAUSE A PERMIT NOT TO BE ISSUED OR FINAL APPROVAL SHALL NOT BE GRANTED.

THE DEVELOPER/OWNER IS RESPONSIBLE FOR MAKING SURE THAT ALL IMPROVEMENTS ARE IN ACCORDANCE WITH THE OTTAWA COUNTY SEWER DISTRICT PUBLIC WATER RULES AND REGULATIONS AND STANDARD SPECIFICATIONS. THE COUNTY RESERVES THE RIGHT TO REQUIRE FIELD CHANGES TO INSURE THE INTEGRITY AND COMPATIBILITY OF THE PUBLIC WATER SUPPLY SYSTEM.

MAKE CHECKS PAYABLE TO: OTTAWA COUNTY SANITARY ENGINEERING

I, THE DEVELOPER/OWNER, HEREBY SUBMIT THE PRE-REQUIRED INFORMATION AND THIS APPLICATION FOR A PERMIT TO INSTALL. I AGREE TO COMPLY WITH THE TERMS AND CONDITIONS OF THE APPROVAL LETTER, THE PUBLIC WATER RULES AND REGULATIONS, THE PUBLIC WATER AGREEMENT (if applicable), AND THE REQUIREMENTS OF THE OHIO E.P.A.

DATE DEVELOPER/OWNER SIGNATURE

FOR OFFICE USE ONLY: ___ DANBURY ___ CATAWBA ___ PORTAGE ___ BAY ___ ERIE ___ SALEM

MAINS/SERV. CONNECTIONS ONLY: _____	PROJECT IN CONTRACT: _____
PRIVATE IMPROVEMENTS ONLY: _____	PERMIT FEE: \$ _____
PRIVATE MAIN & SERVICES: _____	P.R./INSPECT. FEE DEPOSIT: \$ _____
CHECK # _____ RECEIPT # _____	OTHER: \$ _____
DATE RECEIVED: _____ BY: _____	TOTAL DUE: \$ _____

OTTAWA COUNTY SANITARY ENGINEERING DEPARTMENT

Permit to Connect Acknowledgement Form

This acknowledgement shall be executed and submitted to the Ottawa County Sanitary Engineering Department prior to securing approval of a "Special Project Permit". A "Permit to Connect" (which is secondary to the "Special Project Permit") must be secured prior to the physical connection of any structure to the common sanitary sewer or water distribution system approved as part of the "Special Project Permit". The upfront connection fees and charges associated with any future connection and/or increased use of the county water or sewer system must be paid prior to securing a "Permit to Connect". The connection fees and charges shall be based upon the number of water and sewer services to be connected and/or any increase in the use of the property creating an additional demand on the water or sewer system.

PROPERTY OWNER/DEVELOPER: _____

SERVICE ADDRESS: _____

MAILING ADDRESS: _____

PARCEL I.D. NUMBER: _____ **TOWNSHIP:** _____

TELEPHONE NUMBER: _____

EMAIL ADDRESS: _____

I, as the developer/owner of the property listed above, have read the Ottawa County Sanitary Engineering Department's Water and Wastewater Rules and Regulations, and hereby acknowledge and agree to comply with all terms and conditions of the Permit to Connect process. By submitting this document, I understand that as the property owner/developer, I am responsible for all connection fees and charges, unless an alternative agreement has been reached with the Ottawa County Sanitary Engineering Department. I hereby agree to comply with the requirements contained in the Ottawa County Water and/or Wastewater Rules and Regulations. I also understand that any deviation from those rules and regulations may result in enforcement actions to be taken by the Ottawa County Sanitary Engineering Department per the Ohio Revised Code and the Ottawa County Water and/or Wastewater Rules and Regulations.

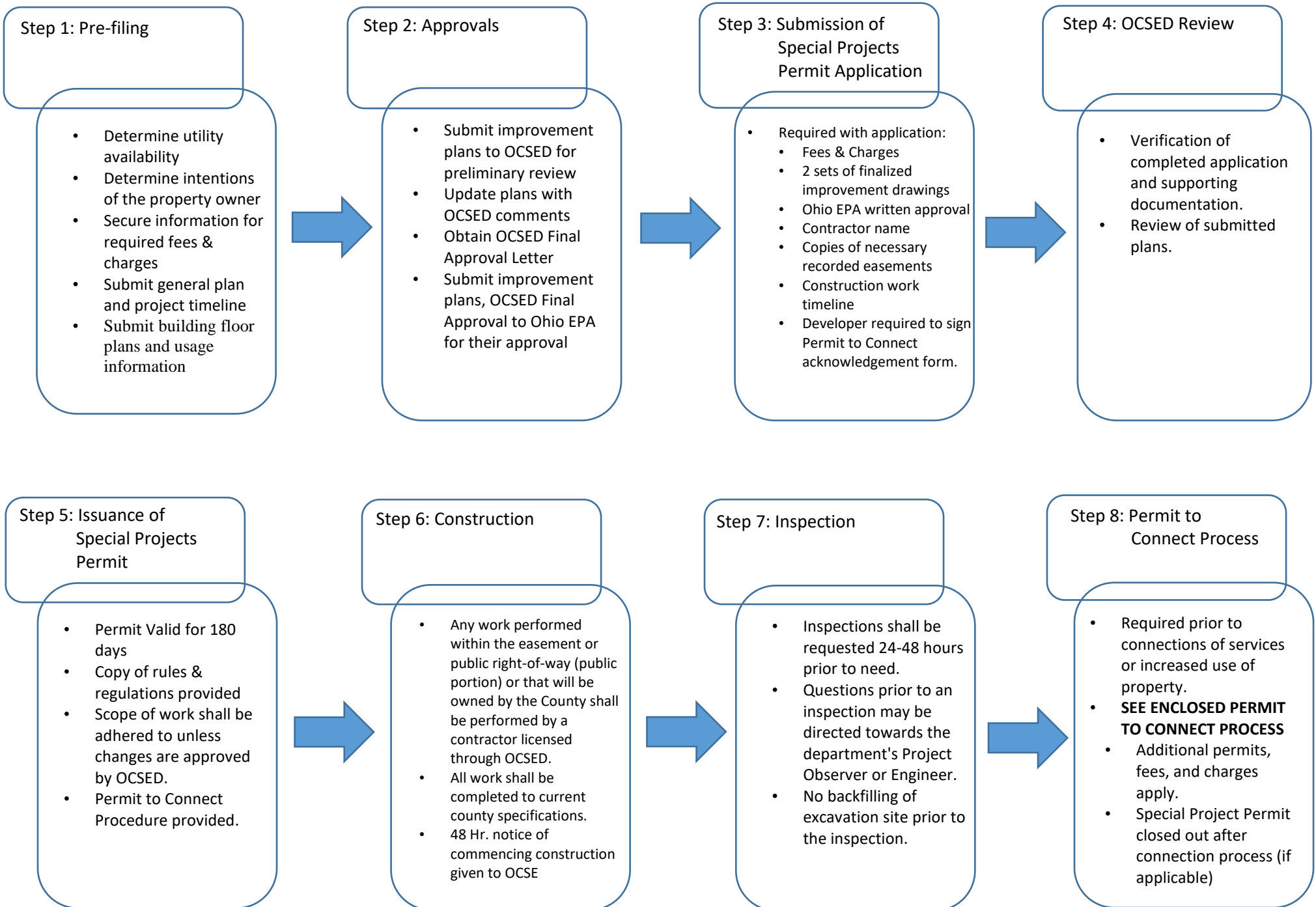
PROPERTY OWNER/DEVELOPER PRINTED NAME: _____

PROPERTY OWNER/DEVELOPER SIGNATURE: _____

DATE: _____

FOR OFFICE USE: PERMIT #: _____ ADMIN. APPROVAL BY: _____ DATE: _____

OTTAWA COUNTY SANITARY ENGINEERING DEPARTMENT SPECIAL PROJECTS PERMIT PROCEDURE



OTTAWA COUNTY SANITARY ENGINEERING DEPARTMENT PERMIT TO CONNECT PROCEDURE

