TOWNSHIP OF TAY

Building Division
450 Park Street, P.O. Box 100, Victoria Harbour, Ontario L0K 2A0
Phone (705) 534-7248 Fax (705) 534-4493

MUNICIPAL WATER AND/OR SEWER CONNECTION APPLICATION

Permits

Homeowners are responsible for obtaining a permit prior to the repair or connection to the municipal water or sewer service.

The fee to connect to the municipal water or sewer is as per the current fee By-Law.

Water and sewer services are invoiced on a quarterly basis, in arrears. The effective date for billing purposes is the day that the connection is made to the system at the property line.

Application

Please fill out the attached application and indicate which service to which you will be connecting to.

Please note that all fees are payable when the application is submitted.

Once the application is received it will then be reviewed and if all the necessary information is received, a permit will be issued.

Construction

Once your permit is received, construction may begin. Please refer to the attached Water and Sanitary Service Checklist for guidelines.

As per By-law 2010-69, no contractor or plumber shall operate the municipal water shut off valves on Township property. Tampering with the shut off valves will result in a fine.

Inspections

Please call for an inspection at 705-534-7248, ext. 220, when:

- Water service pipe – prior to backfill (provide pressure test)
- Sewer pipe – prior to backfill (provide ball test)

Please note that we require 48 hours notice for inspections and require the attached Water Service and Sanitary Sewer Layout form to be filled out and on site at the time of inspection. The inspector will not be able to pass your inspection without this.

450 PART ST.
P.O. BOX 100
VICTORIA HARBOUR
ONTARIO LOK 2A0

PHONE: (705) 534-7248
FAX (705) 534-4493
WEBSITE: www.tay.ca

The Corporation of the Township of Tay

Sanitary Sewer Information (check appropriate circle)

Materials and Certification

☐ 100mm (4-inch) sanitary pipe (most common – PVC CAN/CSA-B182.2 or B184.4), or

☐ Other (specify) _____

Support and Protection of Pipe

☐ Sanitary sewage pipes will be protected from frost

☐ Minimum bedding depth of 150mm (6 inches) of sand (or on clean undisturbed soil) plus a minimum cover depth of 300mm (12 inches) of sand will be provided. (Where trench conditions are wet, the bedding may consist of 12.7mm (1/2 inch) clear round stone)

Grade and Alignment

☐ Sanitary sewer pipe will be located below the footing level where grade will permit

☐ 100mm (4-inch) sewer pipe will have a 1 in 100 slope (1/8-inch slope per foot) and maximum 45-degree bend on horizontal piping

Cleanouts

☐ A cleanout will be provided as close as possible to the inner face of the foundation wall where the sewer pipe leaves the building

☐ The diameter of the cleanout will match the diameter of the sewer pipe

☐ A 100mm (4-inch) cleanout must be installed outside the foundation up to the surface

☐ Back water valve required

Testing

☐ A ball test will be provided for the Building Department at the time of inspection

☐ 14-gauge tracer wire must be installed

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Water Service Information (check appropriate circle)

Materials and Certification

☐ 25mm (1-inch) copper (most common – Type K soft certified to ASTM B88) will be used, or

☐ 25mm (1-inch) municipex and fittings certified to Series 160 of CAN/CSA-B137.1, or

☐ Other (specify) _____

Note: If plastic water service pipe is used, a tracer wire must be installed

Support and Protection of Pipes

☐ A minimum depth for frost protection of at least 1.5m (5 feet) will be provided except under a driveway 1.8m (6 feet) of coverage will be provided, or

☐ Other (specify) _____

☐ A minimum bedding depth of 150 mm (6 inches) of compacted sand will be provided under the water service pipe and at least 300mm (12 inches) of sand cover free of stones on top, will be provided

Separation

☐ Water service pipe will be separated from building drain and building sewer pipes by 2.4m (8 feet) of undisturbed or compacted earth, or

☐ The water service pipe is constructed of a single run of pipe with no joints between the street line and the inside face of the building, or

☐ Other (specify) _____

Back Siphonage

☐ Dual-Check Backflow Preventer and Expansion Tank to be installed

Testing

☐ The water service pipe will be tested with potable water and a pressure of 145 PSI for at least 1 hour, or

☐ Will be tested with air pressure of 102 PSI for 2 hours

Application for a Permit to Construct or Demolish

This form is authorized under subsection 8(1.1) of the *Building Code Act,1992*

For use by Principal Authority	
Application number:	Permit number (if different):
Date received:	Roll number:

Application submitted to: _____
(Name of municipality, upper-tier municipality, board of health or conservation authority)

A. Project information

Building number, street name			Unit number	Lot/con.
Municipality	Postal code	Plan number/other description		
Project value est. $		Area of work (m^2)		

B. Purpose of application

☐ New construction ☐ Addition to an existing building ☐ Alteration/repair ☐ Demolition ☐ Conditional Permit

Proposed use of building	Current use of building
Description of proposed work	

C. Applicant

Applicant is: ☐ Owner or ☐ Authorized agent of owner

Last name	First name	Corporation or partnership		
Street address			Unit number	Lot/con.
Municipality	Postal code	Province	E-mail	
Telephone number	Fax		Cell number	

D. Owner (if different from applicant)

Last name	First name	Corporation or partnership		
Street address			Unit number	Lot/con.
Municipality	Postal code	Province	E-mail	
Telephone number	Fax		Cell number	

E. Builder (if known)

Last name	First name	Corporation or partnership (if applicable)	
Street address		Unit number	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number	Fax	Cell number	

F. New home construction licensing requirement

i. Is the proposed construction for a new home as defined in the *New Home Construction Licensing Act, 2017*? If no, go to section G.	☐ Yes	☐ No
ii. Is a licence required under the *New Home Construction Licensing Act, 2017*?	☐ Yes	☐ No

iii. If yes to (ii) provide licence number(s): _____

G. Required Schedules

i) Attach Schedule 1 for each individual who reviews and takes responsibility for design activities.

ii) Attach Schedule 2 where application is to construct on-site, install or repair a sewage system.

H. Completeness and compliance with applicable law

i) This application meets all the requirements of clauses 1.3.1.3 (5) (a) to (d) of Division C of the Building Code (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules, and all required schedules are submitted).	☐ Yes	☐ No
Payment has been made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the *Building Code Act, 1992*, to be paid when the application is made.	☐ Yes	☐ No
ii) This application is accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the *Building Code Act, 1992.*	☐ Yes	☐ No
iii) This application is accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the *Building Code Act, 1992* which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.	☐ Yes	☐ No
iv) The proposed building, construction or demolition will not contravene any applicable law.	☐ Yes	☐ No

I. Declaration of applicant

I _____ declare that:
(print name)

1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.
2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.

_____ _____
Date Signature of applicant

Personal information contained in this form and schedules is collected under the authority of subsection 8(1.1) of the *Building Code Act, 1992*, and will be used in the administration and enforcement of the *Building Code Act, 1992*. Questions about the collection of personal information may be addressed to: a) the Chief Building Official of the municipality or upper-tier municipality to which this application is being made, or, b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made, or, c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing 777 Bay St., 12th Floor. Toronto, ON M7A 2J3 (416) 585-6666.