



MUNICIPALITY OF MIDDLESEX CENTRE
 10227 Ilderton Road – RR 2 Ilderton, ON N0M 2A0
 P 519-666-0190 – Web: www.middlesexcentre.on.ca

SERVICE CONNECTION APPLICATION

AUTHORIZATION # _____

Complete the following application to request a service connection to an existing main and forward to the Development Review Coordinator for Middlesex Centre at deridder@middlesexcentre.on.ca:

Watermain Wastewater Stormwater

Applicant Information:

Applicant Name			
Mailing Address			Postal Code
Telephone			Cell Phone
Email			Fax

Development Information:

Service Connection Address			
Owner/Developer			
Engineering Consultant			
Description of Work			
Estimated Start Date		Estimated Completion Date	

The following must be included with this application form for review and acceptance:

- Engineered Drawing** indicating the service connection details and location.
- Application Fee \$300/connection** (ie 1 water + 1 wastewater + 1 stormwater = 3 connections = \$900)

Application Fee Calculation:

Service Connection Type	# of Service Connections	Application Fee
Water		
Wastewater		
Stormwater		
TOTAL APPLICATION FEE (\$300 per service connection)		

The below 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 a '*Service Connection Application*' form in order for Middlesex Centre to process a request to install services to existing infrastructure. The following items are required:

- Completed and signed '*Service Connection Application*' form
- A stamped engineered drawing
- Application Fee of \$300 per service connection

The engineered drawing must indicate the location of the service connections along with details on the connections, including but not limited to, saddle type/make, water service diameter and material type along with road restoration. All servicing must be in accordance with the current *Middlesex Centre Infrastructure Design Standards* available at www.middlesexcentre.on.ca Middlesex Centre 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.

The engineered drawing must be reviewed and accepted by the Director of Public Works and Engineering prior to approval of the Service Connection Application.

In addition to the above requirements, the owner may also be required to complete the following applications:

- Road Occupancy Permit – Authorizes construction within the municipal road allowance
- Road Closure Permit (if required) – Authorizes a road closure during construction (minimum notice of 5 business days is required)
- Road Entrance Permit (if required) – Authorizes a new entrance (grading plan required)

Once the stamped engineered drawing has been accepted, 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 must provide Middlesex Centre with a minimum of one (1) week's written notice prior to the intended start of construction so that tapping and inspections can be appropriately coordinated. It should be noted that Middlesex Centre will be completing the physical tapping of the watermain and will require a safe trench to complete the work.

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

- Service Saddle
- Main Stop
- Denso Paste, Mastic and Tape
- Water Service Pipe
- Tracer Wire

The owner is also responsible for all 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) as described in the accepted engineered drawing.