



APPLICATION FOR WATER AND SEWER SERVICES

Property information			
Address or Site Location:			Unit:
Registered Plan Number:		Lot / Block Numbers:	
Roll Number and Property Identification Number (PIN):		Concession & Lot Number:	
Have you pre-consulted with Township Staff? Yes <input type="checkbox"/> No <input type="checkbox"/>			
If yes, indicate the date of the pre-consultation:			
Applicant			
<input type="checkbox"/> Registered Owner <input type="checkbox"/> Authorized Agent (ensure "Authorization Form" is attached)			
Last Name:		First Name:	
Corporation or Partnership:			
Address:			Unit:
Town:	Province:	Postal Code:	
Phone:	Fax:	E-Mail:	
Owner (if different from applicant)			
Last Name:		First Name:	Position:
Corporation or Partnership:			
Address:			Unit:
Town:	Province:	Postal Code:	
Phone:	Fax:	E-Mail:	



Township of South Glengarry

6 Oak Street, P.O. Box 220, Lancaster, ON, K0C 1N0

T: (613) 347-1166 | F: (613) 347-3411

www.southglengarry.com

Application Type (check one)

- Non-Residential Project (Full Services)
- Residential Project (Full Services)
- Non-Residential Project (Partial Services)
- Residential Project (Partial Services)
- Other (specify): _____

Planning/Development Application

Does this application accompany a development application? Yes No
(zoning, site plan control, subdivision, consent, etc.)?

If yes, provide previous file number(s) and the dates of any application(s):

File type: _____ File No.: _____ Date: _____

Current/Proposed Use of Property

Description of current/proposed use of property:

Declaration of Applicant

I, _____ declare that:
(print name)

1. The information contained in this application 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

For Use by Principal Authority: Director of Water & Wastewater Operations Authorization

Date

Director of Water & Wastewater Operations Signature

Road Cut Required: Yes No
Comments:

A MINIMUM OF 48 HOURS NOTICE MUST BE GIVEN TO THE TOWNSHIP OF SOUTH GLENGARRY'S DIRECTOR OF WATER & WASTEWATER OPERATIONS BEFORE CONNECTION CAN COMMENCE.

FOR APPOINTMENT CALL: (613) 931-3036

Monday to Thursday- 7:00am to 4:30pm

NOTE: Connections will not be done on Fridays

SEE BACK PAGE FOR FURTHER DETAILS



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Consent and Acknowledgment

A. Agent Authorization

I, _____ am the registered property owner(s) of the property described in this application
(print name of owner)

form and do hereby authorize _____ to make applications and amendments on my behalf.
(print name of authorized agent)

Date

Signature of property owner

It is understood that I/we will abide by all the by-laws and acts of the Townships of South Glengarry and that any approvals granted by this application will be carried out in accordance with the municipal requirements.

Date

Signature of authorized agent

B. Information Release

I, _____ am the owner or the Authorized Agent of the owner.
(print name)

named in the building permit application information herein and hereby authorized the Township of South Glengarry to release any information pertaining to the said building permit application.

Date

Signature of applicant

C. Incomplete Application

I, _____ am the owner or the authorized agent of the owner
(print name)

and do hereby acknowledge that this application is deemed to be incomplete and is not entitled to the same time periods prescribed in Column 2 table 1.3.1.3 Division C of the Building Code. No permit will be issued until such time that all of the required information is submitted and the review for compliance by the chief Building official or their designate.

Date

Signature of applicant

A MINIMUM OF 48 HOURS NOTICE MUST BE GIVEN TO THE TOWNSHIP OF SOUTH GLENGARRY'S DIRECTOR OF WATER/WASTEWATER OPERATIONS BEFORE CONNECTION CAN COMMENCE.

FOR APPOINTMENT CALL (613) 931-3036 between the hours of 7:00 am and 4:30pm, Monday to Thursday.

SUBJECT TO ALL APPLICABLE MUNICIPAL BY-LAWS AND THE FOLLOWING CONDITIONS:

- All buildings connected to the water works systems shall be equipped with the approved backflow preventors at the point of connection between the Municipal water line service and the private water line system in a suitable chamber; all as approved by the municipality.
- All abandoned wells, or wells not being utilized for the supply and delivery of water, shall be sealed to the satisfaction of the Municipality.
- Where a road cut is required, a deposit will be held by the Municipality until restoration is completed to the satisfaction of the Roads Department.
- A connection shall be made to the public sewer system in compliance with the aforementioned By-laws and any septic tanks, cesspools, and similar private sewage disposal facilities shall be cleaned and filled, removed, or destroyed within a period of ten (10) days after the connection has been made to the public sewer system.
- No person shall cause or permit the discharge of any storm water, including surface water, groundwater, rain runoff, foundation drain or other subsurface drainage including any unpolluted cooking water or unpolluted industrial process water into the Sewage Works of the Municipality.
- There shall be a separation of 18" between water and sewer connection.
- The municipality requires forty-eight (48) hour notice prior to connection for inspection purposes. If connection is made without notifying the Municipality, the Owner will be invoiced for any added costs incurred to perform the necessary inspections.
- The Owner is responsible for any damage to Municipal or private property incurred as a result of the installation of the service(s).
- The location and depth of the Municipal sewer service connection for the property described above is approximate only. The Municipality will not be responsible for any delays incurred or additional expenses resulting from the service(s) not being located according to the sewer service connection location sheet.
- The Municipality will not allow connection to be made over the weekends OR on legal holidays OR after regular working hours of the Municipality.
- There is no liability on the part of the Municipality as a result of a claim of improper inspection of any sewer or water lateral.