



CITY OF HOT SPRINGS

EXCAVATION PERMIT AND WATER/SEWER TAP APPLICATION

Company Name: _____ Bus. Phone: _____
Name of Owner: _____ Home Phone: _____
Business Address: _____ Cell Phone: _____
City, State, Zip: _____, _____, _____

The above listed contractor does hereby make application for a City Excavation Permit in accordance with City Ordinances Sections 22-33 through 22-37. Plans and as-built maps of work performed are required.

Name of property owner: _____

Property owner's address: _____ phone: _____

Address of job location :(if different from above) _____

Type of work being done: (check all that apply)

- new water service installation-size _____ existing water service repair
 new sewer service installation-size _____ existing sewer service repair
 residential commercial outside city limits (1.5X)
 other: _____

Starting date _____ Completion date _____

Contractor/Applicant Signature

Date of Application

Approved by:

Date

Permit # issued

water tap fee: \$ _____ account # 602-38150

sewer tap fee: \$ _____ account # 604-38350

excavation permit \$ _____ account # 101-32060

Total fees due \$ _____

Receipt # _____ Amount Paid: _____ Date Paid: _____

Excavation contractor is responsible for all street surfacing, sidewalks, curb and gutter, alleys and anything else destroyed or damaged during excavation project shall be restored to its original condition or better before the completion of the project.

Liability: If any settlement occurs in or under the surface of pavement within one (1) year of the completion of the project it shall be presumed that bedding, backfill and/or compaction was not done to City specifications. Upon notification of the discrepancy the Excavation Contractor will correct the deficiencies within a reasonable period of time.

If the City must cause the work to be done the Excavation Contractor responsible will be charged one and one half (1½) times the cost incurred by the City to rectify the situation. Failure to comply with the provisions of this permit may result in the suspension of excavation permits and/or licenses.

Hot Springs Ordinance 26-A.02. Application For Water Service.

26-A.02.010. Application.

- A. Application for a water service connection, also referred to as a 'tap application' shall be made to the Building Official on a form provided by the City.
- B. A site plan shall accompany the application indicating the proposed location of the connection to the water main.
- C. An 'as-built' map shall be provided to the Building Official indicating the exact location and depth of the actual connection, such as-built shall be attached to the application as part of the permanent record of installation.

Ord. 1130, 4/2012

26-A.02.020. Connection Fees.

- A. Said application must be made at least five (5) working days before the work is commenced. A permit shall be issued after the application has been approved by the City Building Official or Public Works Engineer and the payment of a fee as determined in the following fee schedule for the water service connection.

Water Service Connection Fee Schedule:

Size of Tap	Fee
1"	\$150.00
2"	\$300.00
4"	\$1,200.00
6"	\$1,500.00

- B. Such fees are to be paid at the time of application. For users out of the city, the fees shall be two (2) times the fees above specified.

Ord. 1063, 6/2008; Ord. 1130, 4/2012

26-A.02.030. Information Verification.

- A. Prior to the approval of any application, the City shall verify that any water main, water service line, water meters or apparatuses have been installed or will be installed in accordance with this Chapter. In the event there is any change in the information required in 26-A.02.010(A), the application will be deemed void and the owner shall submit a new or revised application for permit to the City for approval.
- B. In the event the subject property is not serviced by the municipal water system and legal connection cannot be made to service the property, the application shall be denied unless provisions for a water main extension are included in the application.

Ord. 964, 2/2000; Ord. 1063, 6/2008; Ord. 1130, 4/2012

21-A.04. Sanitary Sewers,-Connections and Fees.

21-A.04.01. Sewer Service Line Connections.

- A. No unauthorized person(s) shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof without first making application on a form provided by the City. Such application to be approved by the Building Official or Public Works Engineer.
- B. The size, slope, alignment, materials of construction of all sanitary sewers, including building sewers, and the methods to be used in excavating, placing of the pipe, jointing, testing, and back-filling the trench, shall all conform to the requirements of the building and plumbing code or other applicable rules and regulations of the city.
- C. All costs and expense associated with the installation and connection and maintenance of a private sewer service line shall be borne by the owner.
- D. The owner shall indemnify the City from any loss or damage that may be directly or indirectly occasioned by the installation of the private sewer service.

21-A.04.02. Wastewater Service Connection Permits.

- A. There shall be two classes of wastewater service connection permits:
 - 1. for residential service; and
 - 2. for commercial and industrial waste.
- B. Residential sewer services shall be a minimum of four inches (4") and shall have a double clean-out located within twenty-five feet (25') of the residence, and shall run directly from that property to the city right-of-way to connect to the municipal sewer main in the most direct route obtainable.
- C. Where wastewater service lines cannot be installed at a 90 degree angle to the street (+/- 5 degrees) as identified by the clean-out location, a tracer wire shall be installed with the wastewater service line and attached or affixed to the clean-out within six inches (6") of the finished or final grade.
- D. Commercial and Industrial sewer services shall be sized in accordance with applicable plumbing codes. Commercial or Industrial sewer services implementing the use of grease traps, interceptors or other containment system shall comply with the requirements of 21-A.08.04 Interceptors and 21-A.08.05 Pretreatment of Industrial Wastes.
- E. Commercial and Industrial sewer services greater than four inches (4") shall enter the sanitary sewer via an approved manhole, services not entering a manhole shall have a double clean-out located within twenty-five feet (25') of the structure.

21-A.04.03. Sewer Tap Fees.

- A. Residential and Commercial Tap Fees.
 - 1. For all commercial and residential sewer taps there shall be a fee paid of \$200.00.
 - 2. For commercial and industrial sewer services entering the municipal sewer main via a manhole, there shall be a connection fee paid of \$100.00.
- B. In addition to all other fees paid for a new sewer service connection, those new services that were installed prior to January 1, 2010 that connect to a municipally installed service line stub-out to the property line will pay an additional Seven Hundred Fifty Dollars (\$750.00) for the service line connection. For those stub-outs installed after January 1, 2010 the fee shall be

One Thousand Dollars (\$1,000). Municipally installed service line stub-outs are normally constructed at the City's expense in order to avoid future excavation in a newly constructed street.

Ord. 964 2/00; Ord. 1084 12/09

21-A.04.04. Wastewater Service Connection (Tap) Application.

- A. Application for a wastewater service connection, also referred to as a 'tap application' shall be made to the Building Official on a form provided by the City.
- B. A site plan shall accompany the application indicating the proposed location of the connection to the sewer main.
- C. The applicant for the wastewater service connection permit shall notify the Wastewater Superintendent when the wastewater service line is ready for inspection and connection to the public sewer. The connection and testing shall be made under the supervision of the Wastewater Superintendent.
- D. An 'as-built' map shall be provided to the Building Official indicating the exact location and depth of the actual connection, such as-built shall be attached to the application as part of the permanent record of installation.

21-A.04.05. Sewer Mains and Service Line Responsibility.

- A. The City Wastewater Department will be responsible for the maintenance and repair of all sewer mains, manholes, lift stations, and other appurtenances of the collection system located in the public right-of-way, with the exception of private wastewater service lines, provided that all parts of that system in question have been installed in accordance with the provisions of such installations and have been accepted by the Public Works Engineer.
- B. All private wastewater service lines, fixtures and clean-outs extending from the premises served to the sewer main in the public right-of-way is the responsibility of the property owner to service and maintain. All wastewater service lines and fixtures installed and connected to the municipal sanitary collection system shall be kept in good working order, and properly protected from frost and other damage at the expense of the owner.
- C. If any person shall fail to promptly repair any leaky, clogged, or inadequate wastewater service line, or if any person shall fail to promptly and properly empty or repair any septic tank, after receiving official notification by the City to do so, the supply of city water may be immediately shut off from the premises of all water users on that line, and shall remain off until the necessary repairs have been made. The City shall not be liable for any damage resulting from the shutting off of the water, and no deductions shall be allowed from regular water rates during the period that the water is shut off. The water supply shall not again be turned on to the premises until all work ordered by the City has been satisfactorily completed and a fee of Twenty Dollars (\$20) paid for turning the water off and on. In addition, the City may cause the said service pipe to be repaired and assess the actual cost of the repair plus ten percent (10%) to the property.
- D. A wastewater service line now in existence which does not conform to the ordinances of the City may remain in service until such line needs to be replaced. Any replaced wastewater service line must conform to the City ordinances and will be treated as a new sewer service line.