

TOWN OF DAGSBORO
RESIDENTIAL/SMALL SCALE COMMERCIAL
APPLICATION FOR WATER SERVICES

Property Owner's Name: _____

Applicant's Name (if different): _____

Mailing Address: _____

Phone #: _____

Water Service Physical Address: _____

Tax Map Parcel #: _____

ALL WORK MUST BE PERFORMED BY A STATE & TOWN LICENSED PLUMBER

Impact Fee: \$3,000 per EDU Date Paid _____ Check# _____

Meter Fee: \$250 (Residential Only) Date Paid _____ Check# _____

EQUIVALENT DWELLING UNIT (EDU)

A term used to express the load produced on a water system, approximately equal to one dwelling place or 300 gallons per day.

Meter/Service Size:

RESIDENTIAL	_____ 5/8" X 3/4"	Non-Residential	_____ "
	_____ 1"	Fire Service Line	_____ "

- I have received the following & understand it is my responsibility to forward these instructions to my plumber:
- New Water Service Connection for Single Family Homes
 - Typical Residential Water Service Installation & Inspection Requirements

Signature

OFFICE USE ONLY:

Plumbing Company's

Name: _____ License# _____ Permit# _____

Proposed Date of Work: _____

Contact Name: _____ Phone#: _____

Date Town was notified: _____

Date Town Plumber was Notified: _____

Scheduled Date of Pit & Tap Installation: _____

New Water Service Connection for Single Family Homes

Single Family Dwellings: Construction on a vacant lot requires the Town to tap the water main for the service to the vacant lot and to install a water meter and meter pit.

Your plumber must notify the Town 2 weeks prior to plumbing the house. This will enable the Town to schedule our plumber to tap the water line and install the water meter pit.

**IT IS YOUR RESPONSIBILITY TO MAKE SURE YOUR PLUMBER NOTIFIES THE TOWN AT LEAST 2 WEEKS
IN ADVANCE**

OUR PLUMBER IS VERY BUSY AND MUST HAVE ADVANCED NOTICE – NO EXCEPTIONS

There is a fee for the Town plumber to do this. It is estimated to be around \$2,000 but could be more in some instances.

This fee is due and payable after the work has been completed. The Town will invoice the property owner immediately thereafter.

A CERTIFICATE OF OCCUPANCY WILL NOT BE ISSUED UNTIL THIS FEE IS PAID

Should you have any questions, please contact Stacey Long, Town Administrator at 302-732-3777

Typical Residential Water Service Installation and Inspection Requirements

(From the house to the meter pit)

Licensing:

Before any person shall engage in the business of installation, alteration or maintenance of any plumbing within the scope of this chapter, he shall obtain a proper license from the Town of Dagsboro. The license period shall be one year beginning January 1 and terminating December 31. To obtain a license from the Town, the person, firm or corporation shall:

1. Show proof that he has been duly registered as a plumber by the State Board of Plumbing Examiners and that he is licensed to do business as a plumber in the State of Delaware.
2. Obtain and deposit with the Town of Dagsboro with the Town of Dagsboro a bond (if required) in an amount established by resolution conditioned that the person, firm or corporation engaged in the plumbing business will faithfully observe all the laws and regulations pertaining to that business and that the Town of Dagsboro shall be indemnified and saved harmless from all claims arising from accidents and damage of an character whatsoever caused by the negligence of such person, firm or corporation engaged in the plumbing business, or by any other unfaithful, inadequate work done either by themselves or their agents or employees and that such person, form or corporation will maintain in a safe condition for a period or one years all ditches and excavations which may be opened in the performance of any plumbing work, and further that all dirt and other material excavated will be replaced in a good condition with similar materials. Any work within paved roads under the maintenance of the Town or State shall be repaved to existing conditions following excavations and installation and shall be guaranteed for a three-year period. The form of a bond shall be in a form acceptable to the Town.
3. Produce a certificate that an insurance policy protects against claims for damages for personal injury, including accidental death, as well as from claims for property damage which may arise from operations under the work whether such work be done by applicant or by anyone directly or indirectly employed by him. The insurance should state that the Town will be notified by the insurance company 10 days prior to the expiration of the insurance.

Permitting:

Before any person shall engage in the installation, alteration or maintenance of any plumbing within the scope of this chapter, he shall obtain a proper permit from the Town of Dagsboro. The permit period shall be one year beginning the date of issuance. To obtain a permit from the Town, the person, firm or corporation shall:

1. Submit a copy of the Town of Dagsboro Business License
2. Submit a Water Service Application with applicable fees (Impact Fee & Meter Fee)
3. Signature on application is required by applicant

Fees:

All water service connection fees and impact fees shall be coordinated with the Town of Dagsboro and paid in full prior to meter and service installation.

Installation:

Installation, parts and materials shall be in accordance with the Town of Dagsboro standard Service Line Detail. Materials and installation procedures shall meet all applicable AWWA, ASTM, and NSF-61 standards.

Notification:

Notification of inspections of water service installation from the house to the meter pit shall be given a minimum of 48 hours prior to the start of construction. Inspection should be requested to Town of Dagsboro 48 hours in advance at 302-732-3777.

Water Service Inspection:

Each installation shall be inspected by an authorized representative of the Town. The following parts and materials shall be accessible by the Town inspector at the time of inspection:

1. Stainless Steel Service Saddle
 - Make, Model, Size, Condition and proper installation will be inspected
2. Corporation Stop
 - Make, Model, size, condition and proper installation will be inspected
3. Service material from corporation stop to curb stop
 - Stainless steel inserts shall be used at all compression fittings
4. Curb Stop and Service Box
 - Make, Model, Size, Condition and proper installation will be inspected
 - Brick shall be installed beneath valve, providing support
 - Box shall be installed providing in line access to valve. Boxes installed at an angle will not be excepted
 - Service box cover shall read "Water" and be installed at grade
5. Meter Pit
 - Make, Model, Size, Condition and proper installation will be inspected
Including all internal pipe and fittings
 - Existing meter pits should be cleaned out and inspected for damage. Any damage to the box or plumbing shall be reported to the town in writing and verified by the town prior to any new installation
 - Water meter shall be manufactured by Master Meter, Inc. and be of model BLMJ (PROVIDED BY TOWN)
 - Electronic read equipment shall be installed to Town standards
6. Service from Meter Pit to residence
 - The entire length of trench shall remain open until inspection has occurred
 - Trench bottom shall be uniform in slope
 - Adequate pipe cover shall be provided
7. Miscellaneous
 - All work performed within the Town right-of-way shall be restored to the satisfactory of the Town or authorized representative
 - Copper pipe installation shall be of Type "K" soft copper
 - Bedding and backfill within pipe zone shall be sand or stone dust during copper pipe installation
 - Water service shall maintain a minimum of 10" horizontal and 18" vertical separation from sanitary sewer lines
 - Common trenching with other utilities will not be permitted