



APPLICATION FOR WATER SYSTEM ALTERATION

Application Requirements

This application and checklist must be completed for all applications submitted under the *Safe Drinking Water Act, 2002, S.O. 2002, c.32* and *O.Reg 170/03* for The Town of Essex Drinking Water Systems. Application packages will not be accepted unless:

- ALL Checklist items have been completed; and
- ALL required supporting documentation is submitted to the Town.

Information

Applicant Information	
Applicant (Legal) Name	
Owner (Legal) Address	
Applicant Phone No.	
Applicant Email	
Consultant Information	
Consultant Name	
Consultant Address	
Consultant Phone	
Consultant Email	
Licensed Engineer	
PEO License Number	
Project Details	
Brief Project Description	



Pre-Construction Checklist

- Checklist** indicating completeness of application, shall be sent with Pre-Construction and Post-Construction packages
- Design Brief/Report**, including but not limited to:
 - Hydraulic Design calculation / system modeling results
 - Demand Calculations
 - Fire Flow Demand as calculated by the most recent version of the Fire Underwriters Survey
- Detailed Design Drawings/ "For Construction" Drawings** (stamped & signed by P.Eng licensed in Ontario)
- Completed Form 1**
 - Part 2 Description of watermain addition, modification, replacement or extension
 - Part 3 Verification by Licensed Engineering Practitioner
- Application Fee** included. (as per Miscellaneous Fees and Charges Schedule A By-Law 2040)

Post-Construction

- Checklist** indicating completeness of application, shall be sent with Pre-Construction and Post-Construction packages
- Record Drawings** stamped by a P.Eng Licensed in Ontario
- All inspection and testing records**, including but not limited to:
 - Daily engineering inspection records completed during infrastructure installation
 - Hydrostatic pressure testing results
 - Leakage testing Reports
- Any Additional Requirements** as Requested by the Town from Pre- Construction Application

Once complete, please submit application package to capitalworks@essex.ca



CORPORATION OF THE TOWN OF ESSEX

33 Talbot Street South, Essex, Ontario, N8M 1A8

p: 519.776.7336 f: 519.776.8811 | essex.ca

For any questions, please contact:

Infrastructure Services

Town of Essex

33 Talbot Street South, Essex, ON, N8M 1A8

Phone: 519-776-7336

Email: infrastructure@essex.ca