

VILLAGE OF RICHFIELD
Application for Sewer & Water Tapper's License

Applicant Information (Please print or type.)

Registrant's Name _____
Company Name _____
Company Address _____
City/State/Zip _____
Company Telephone _____ Fax _____
Email _____

Experience and Resources (Please see attached Codified Ordinance Section 926.06.)

Applicants shall furnish the following information:

Years of experience in installation of sewer lines _____

Other licenses held _____

Equipment inventory _____

Proof of financial ability _____

This application must be accompanied by the following:

1. License fee of \$50.00. Please make checks payable to the Village of Richfield.
2. Certificate of Insurance naming the Village of Richfield as additional insured.
(Minimum coverage: \$500,000/occurrence; \$500,000/aggregate.)
3. Copy of Certificate of Premium Payment from the Ohio Bureau of Workers' Compensation.
4. Performance Bond in the amount of \$5,000.00 executed on the Village's bond form.
5. 48-hr notice for inspection of tie-in

VILLAGE OF RICHFIELD
4410 W. Streetsboro Road
P. O. Box 387
Richfield, Ohio 44286-0387
Phone: (330) 659-9201, Ext. 5
Fax: (330) 659-6935

VILLAGE OF RICHFIELD

REQUIREMENTS FOR SANITARY SEWER CONNECTIONS

1. **Permit**

A permit must be obtained from the Service Director prior to commencement of any work involving connection to public sanitary sewers.

Permits may be obtained by the property owner or by a licensed sewer tapper supplying written authorization before the property owner upon payment of a tap-in fee and/or permit fee and submission of plans of the proposed sewer line.

NOTE: Interior plumbing work requires a permit from the Summit County Health Department.

2. **License**

All sewer contractors must be licensed by the Village of Richfield.

3. **Pipe Standards and Tie-In**

- A. All laterals shall be best quality polyvinyl chloride (PVC) plastic pipe (ASTMD3034, Type PSM, SRD-35), with elastomeric gasket joint (integral bell) type (ASTMD3212) or ABS plastic solid wall pipe (ASTMD2751 or SRD-23.5).
- B. All laterals to individual buildings shall be 6" diameter set at a minimum 1 % grade.
- C. Make tie-in to 6" connection provided in front of property using a 6" x 6" x 6" connection provided in front of property using a 6" x 6" x 6" tee as required and continue to building with 6" PVC to five feet (5') from building foundation line or as close to foundation as possible. A 6" x 4" eccentric reducer shall be required if outlet sewer from building is 4".
- D. The test tee-clean out must be installed one foot (1') behind the right-of-way on the sewer line and each 100' thereafter and at direction changes.

Test tee standpipe shall extend three feet (3') above the natural grade until after the final backfiring and finish landscaping are complete. Upon completion of finish landscaping, standpipes may be cut flush with finish grade.

A metal or plastic cover with imbedded metal shall be used at all locations to cap the test tee/clean out.

4. **Installations**

- A. **Bedding** – A minimum layer of 3” bedding consisting of #57 coarse aggregate material shall be provided upon a stable undisturbed subgrade. NOTE: Slag will not be permitted as bedding material.
- B. **Haunching** – After the pipe has been placed on the approved bedding material, #57 coarse aggregate material shall be placed around the sides of the pipe from the undisturbed trench wall to the pipe.
- C. **Initial Backfill** – No backfill shall be placed until after inspection is completed by the Village. After the haunching of the pipe has been completed, the pipe shall be covered with #57 coarse aggregate to a plain 6 inches above the top of the pipe.
- D. **Backfill** – Upon completion of the initial backfill, the best excavated material shall be used for backfilling the trench. Trash, boulders, frozen soil, etc. shall not be used as backfill material. Where the pipe is installed across driveways and pavements, granular backfill material, meeting requirements of Item 304 of the Ohio Department of Transportation “Construction and Material Specifications” shall be required above the pipe embedment material.

5. **Use of old sewers from buildings**

Old building sewers may be used only when they are found to comply with Village sewer requirements.

6. **Downspout, footing drains and sump**

No downspout drains or footing drains shall be connected to the sanitary system.

Existing properties may have a sump that receives drains from both footer drain tile and basement laundry waste drain systems. The sump pump then elevates and discharges into an existing septic tank.

These drains must be separated. Laundry tub wash drains must discharge to the sanitary sewer.

Sump must be retained to receive only footer tile drains with sump pump elevating and discharging this water into line now carrying down spout drains to storm drainage ditch or storm sewer.

Building floor drains are required to discharge into the sanitary sewer.

7. **Septic Tank and Treatment Plant Elimination**

Abandoning existing septic tanks and treatment plants, except those required for industrial pretreatment shall:

- A. Shall be uncovered, a licensed waste hauler shall completely pump the

septic tanks, leach pits, lift stations, distribution systems and systems dry and remove and dispose of the waste according to applicable regulations. A receipt of tank pump out required and a copy must be submitted to the Village.

- B. The tanks may be removed or if not removed
 - a. The tank head shall be caved in, and
 - b. A hole knocked in the bottom of the tank
- C. One (1) 50lb. bag of lime shall be spread on the bottom of the tank
- D. Back fill the tank to existing grade with fill sand or suitable fill dirt. Any broken concrete placed in the tank shall be placed parallel to the bottom of tank
- E. Distribution boxes shall have their lids removed and be filled with native soils or granular fill.
- F. Electrical wiring shall be disconnected according to all applicable codes.

8. **Commercial – Control Manholes Required**

Existing commercial buildings may have separate sanitary and oil grease separator lines exiting the building. A control manhole is required to intercept these lines before discharge to the public sewer. This requirement also applies to multiple buildings.

9. **Inspections**

Village Inspector will need to be on-site for the entire sanitary sewer installation.

Every new line and all connections must remain exposed until the following takes place:

- A. All connections are made.
- B. The septic system is eliminated.
- C. Pressure or smoke testing of installation.

Any work concealed before an inspection shall be uncovered.

****48-HOUR NOTICE FOR INSPECTION REQUIRED****

(Please call with notice by 11:00 a.m.)

10. **Permit Fees – Bond – Insurance – Workers’ Compensation**

A. Permits - Residential	\$300.00
Commercial/Industrial	600.00
GlenCairn	1,000.00

	Reinspection Fee	50.00
B.	Sewer Tapper's License Fee (annual)	50.00
C.	Performance Bond	5,000.00
D.	General Liability Insurance	
	\$500,00 each occurrence/\$500,000 aggregate	

NOTE: This is a summary of Village regulations governing sewer connections. For additional information, please refer to the Village's Sewer Use Ordinance. (Available upon request.)

- E. Contractor must supply the Village a copy of their Certificate of Premium Payment from the Ohio Bureau of Workers' Compensation.

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned,
_____ as Principal, are held
and firmly bound unto

VILLAGE OF RICHFIELD, the obligee

In the penal sum of Five Thousand Dollars (\$5,000.00) in lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that whereas, the Principal did

on the _____ day of _____, 20____, obtain a License from said Village to construct BUILDING SEWERS AND CONNECTIONS AS STATED IN ORDINANCE NUMBER 5 – 1991, which said License is made a part of this Bond the same as though set forth herein.

NOW, THEREFORE, if the Principal shall well, truly and faithfully perform the things agreed to by said Principal to be done and performed according to the terms of said License and the Ordinances of the Village of Richfield; and shall pay all lawful claims of material, men and laborers, for materials furnished and labor performed in the carrying forward, performing and completing of said License; we agreeing and assenting that this understanding shall be for the benefit of any material men or laborers having a just claim, as well as for the obligee herein; then this obligation shall be void; otherwise the same shall remain in full force and effect; it being expressly understood and agreed that the liability of the surety for any expressly understood and agreed that the liability of the surety for any and all claims hereunder shall in no event exceed the penal sum of this obligation as herein stated, and does not cover maintenance of the improvement..

It is hereby further expressly understood and agreed that this Bond is also given and made as a guaranty against defective material and workmanship in the said work covered by said License for a period of one year after the date of FINAL INSPECTION AND APPROVAL of the Project as defined in ORDINANCE NUMBER 5-1991.

The said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the License or to the work to be performed thereunder, shall in any wise affect its obligation on this Bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the License or to the work.

IN WITNESS WHEREOF, we have hereunto set our hands and seal, this
_____ day of _____, 20_____.

Principal

By: _____

Surety

By: _____

(SEAL)

NOTE: A properly executed Power of Attorney showing the authority of the person or persons executing this Bond for the Surety or Sureties at the date of this Bond, shall be attached.

The foregoing License and Bond were duly approved by Service Director of the Village of Richfield, Ohio this _____ day of _____, 20_____.

Service Director

The foregoing License and Bond are hereby approved as to form and legality this
_____ day of _____, 20_____.

Law Director