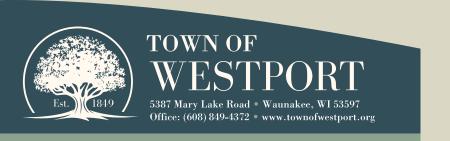


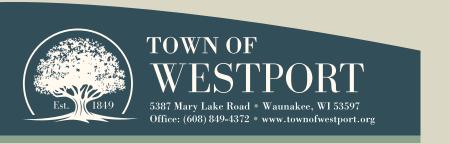
## **Driveway Permit**

Date of Request:	Requested By:	
Property Owner:	Property Address:	
Email Address:		
Proposed Driveway Location:		
Intended Use:		
Stopping Site Distance Available:		
Posted Speed Limit: MPH Stopping	g Site Distance Required at Posted Sp	eed:
Remarks:		
Drainage Consideration:		
	e removed and/or replaced at the Tow	n's discretion. **
** MINIMUM Culv	vert Size 15" Round or Equivalent Ar	ch **
I, as own conditions, and specifications.	er/agent of the above property, agree	to the preceding terms,
(Electronic Signature)	Dated this day of	, 20
	For Office Use Only	
Approved/Issued by:	Date:	



# **Application for Water Service**

Date of Request:	Reque	sted By:	
Property Owner:	Phone	:	
Property Address:			
Email Address:			
			, and layout of service desired *
Size of Connection:	Size of Meter:	Est. Da	ate of Service:
Kind of Meter: New:	Replacement:	Impro	vement:
Type of Material: (Owner's So	ervice): Copper:	Cast Iron:	Plastic:
Master Plumber:		License #:	
* The customer is responsibl  As owner/agent of the above p	from the water main to	the property line *	ve) if necessary to install service and specifications.
(Owner/Agent)	Dated	this day of	, 20



#### INSTRUCTIONS FOR WATER SERVICE INSTALLATION TOWN OF WESTPORT

### Service Connections (or Water Laterals)

All water services shall be undiminished in size from the street main into the point of meter placement. Service pipe shall be installed not less than 6 feet below established or proposed grade, whichever is lower.

#### Backfilling Trenches (Permit Required)

Trenches in public right-of-way shall be backfilled with sand or gravel and compacted to 95% maximum density. The road shall be replaced in kind except that a minimum of 10" of aggregate and 3" of asphaltic concrete shall be used. The government agency which owns and/or maintains the street may have additional requirements.

#### Shut Off Valve

The customer shall protect the stop box in the terrace, keeping it visible and operable. <u>Installation of Meters</u> Meters will be furnished by the Water Utility District and installed by the owner's plumber. Locations are to be approved by the Water Utility District. Once installed, meters shall be sealed by the Water Utility District and are not to be disconnected or tampered with by the customer. All meters shall be readily accessible for reading, inspection, and servicing. Meters shall be installed between two shut-off valves and connected with unions for easy removal and replacement. Piping shall be fully supported when the meter is removed. A sampling faucet **may** be installed after the meter for water quality testing by the Water Utility District.

### Turning on Water

The water shall be turned on by a duly authorized employee of the water utility. The plumber may request that the water be turned on to test his installation, but the water must be turned off after testing.



# **Application for Sewer Connection**

Date of Request:	Requested By: _		
Property Owner:	Property Addres	ss:	
Email Address:			
Proposed Driveway Location:			
*Industrial users must make applic	cation directly to the Mad	ison Metropolitan Sewe	erage District*
The undersigned agrees to be bound by and of the State of Wisconsin, Madison Metrop Westport Sewer Utility District, relating to plumbing facilities. In the event that this appropriate description of the commercial process; and attached hereto.	politan Sewerage District, the construction, operation oplication relates to a com	Town of Westport, and on and maintenance of sumercial use of the build	I Town of sewerage and ding sewer, a
The undersigned certifies that (s)he is a lice	ensed master plumber in tl	he State of Wisconsin.	
(Master Plumber and license #)	Dated this	day of,	, 20
(Electronic Signature of Owner)	Dated this	day of,	, 20



### Curb Stop Guidelines Town of Westport 5387 Mary Lake Road Waunakee, WI 53597

- 1. <u>SUBMITTAL</u>: Applicant shall submit a curb stop application form in conjunction with the building permit application. A \$250.00 application fee.
- 2. <u>COMPLETION:</u> Once final Building inspections are completed and the Certificate of Occupancy has been issued the Town will be notified and it will perform the inspection of the curb stop, water meter, and water meter transmitter within seven (7) days of completion of site stabilization. The property owner must allow access to the site for inspection.
- 3. <u>REVIEW:</u> The Public Works Supervisor or designated staff will verify that the curb stop is fully functional, and the water meter and water meter transmitter have been installed and complete. The Town will provide a Certificate of Operation after the site has been fully built out, including all concrete work driveways and sidewalks, and the lawn has been fully seeded.
- 4. If it is found upon review that the curb stop is damaged or not functioning properly, the Town will notify the property owner by mailing a notice in writing of what needs to be repaired. The property owner will have 10 business days to complete the repairs as directed. Failure to repair the damage will result in a fine of \$50.00 daily for thirty (30) days at which time the Town will hire a contractor to have the repairs completed at the property owner's expense. The property owner will receive an invoice for the total cost of repairs, to be paid within (90) days, or the cost of said repairs shall be placed on the tax roll as a special tax against the property plus penalties and interest.
- 5. If the curb stop is found to be located in an unpaved driveway or the final completion of landscaping is scheduled for a future date, The Town will complete an initial inspection following the issuance of the Certificate of Occupancy and will complete a final inspection once the scheduled work is fully completed. This could result in having to repair any issues a second time if damage is found at the final inspection.



## Curb Stop Operation Permit Application Town of Westport 5387 Mary Lake Road Waunakee, WI 53597

vi adnakce, vvi 30	571
Date of Submittal:	
Date of Submittal.	
Property Address:	
Parcel Number:	
Property Owner:	
Email Address:	
General Contractor:	Phone:
Plumber:	
License #:	Phone:
Date Work Completed:	
The undersigned certifies that he/she has familiari State and local codes and procedures pertaining to undersigned hereby certifies that the information of true and correct.	this application. The
Applicant Signature	Date
Property Owner	Date



### Certificate of Operation Town of Westport

Town of Westport 5387 Mary Lake Road, Waunakee, WI 53597

Contractor Name & Address: Property Owner: Property Address: Parcel Number:							
					I hereby request the Town to insp for the address listed above.	pect and verify the operat	ion of the water valve,
					Applicant Signature		Date
					Property Owner		Date
	spection Report ed by the Town Repr	esentative					
Date of Inspection:							
Approved: Yes	☐ No						
Notes:							