**Town of Arcola**

**Policy Manual**

**Policy Description: Policy Number:** Utility-001

Water & Sewer Line Installations **Date Approved:** February 9th, 2016

 **Date Revised:**

**Purpose of Policy:** To ensure consistency and clarity for anyone wanting to apply for a water and sewer line connection to the mains in the Town of Arcola.

1. Anyone purchasing an un-serviced lot in the Town of Arcola is responsible for the entire cost of connecting to the Town’s water and/or sewer mains, including (if applicable) the cost of repair to the street pavement and curb and any landscaping to the boulevard.
2. Anyone requesting a new water or sewer connection where one already exists is responsible for the entire cost of connecting to the Town’s water and/or sewer main, including (if applicable) the cost of repair to the street pavement and curb and any landscaping to the boulevard, except if the replacement is recommended by the Town.
3. Process:
	1. The homeowner who intends to replace the water or sewer line is to make arrangements to do so by contacting the Town Office.
	2. All applications for new water and/or sewer lines must be reviewed and approved by Council or its designate prior to any work being undertaken.
	3. The Town will arrange with a Town-approved contractor to schedule the work, and will ensure that sufficient material (pipes and fittings) are on hand.
	4. Once the work is completed, the contractor is to make out the invoice to the homeowner for the installation of the water and/or sewer line and is to list the footage from the main to the property line and from the property line to the house.

*I, , have received a copy and understand the Town of Arcola’s policy on water and sewer line installations.*

 *Signature Date*