



NEW SERVICE APPLICATION FORM

1. This form **MUST** be completed and submitted to our office for review prior to payment and scheduling of any new service installations.
2. When completed, send this form to wass.drainage@epcor.com. Please note that it may take up to two weeks for review/follow-up.
3. Contact EPCOR Water Services at (780) 496-5444 or wass.drainage@epcor.com for further information.

1.0 Contact Information			Primary Site Contact (Check one)
Property Owner Name:			
Phone Number:	Email:		
Builder / Developer Name:			
Phone Number:	Email:		
Consultant Name:			
Phone Number:	Email:		
Underground Contractor:			
Phone Number:	Email:		
2.0 Service Site Location			
Address:			
Building/Business Name:			
Lot:	Block:	Plan:	
Is this property intended to be subdivided?			
Development Permit Issued?		Development Permit Number:	
Estimated Occupancy date:			
3.0 Existing Water and Sewer Services			
Water Services Exist?	Material:		
Proposed to be:			
Location:			
Sanitary Services Exist?			
Proposed to be:			
Location:			
Storm Services Exist?			
Proposed to be:			
Location:			

4.0 New Water and Sewer Services

New water service required?

If yes, indicate size:

Proposed entry location at property line:

New sanitary service required?

If yes, indicate size:

Proposed invert elevation at property line: _____ m(Geodetic Datum)

Proposed entry location at property line:

New storm service required?

If yes, indicate size:

Proposed invert elevation at property line: _____ m(Geodetic Datum)

Proposed entry location at property line:

5.0 Servicing Plan (to be attached and included with application form)

Check to confirm the following information is clearly shown on the Servicing Plan

Location of all proposed water and/or sewer services required

Distance and dimensions of proposed services to the nearest property line (of lot being serviced)

Required invert elevation at property line of all proposed sewer services (Geodetic Datum)

Proposed size of all water and/or sewer services required

Location of all existing utilities (including water and sewer services to be utilized or abandoned, power, gas, telecommunications, poles, pedestals, street lights, etc.)

Location of all boulevard trees

Confirm the following lateral separations are achieved:

5m clearance from boulevard tree (or obtain approval from the City of Edmonton, Urban Forestry, citytrees@edmonton.ca. Note: approval documentation is required)

3m clearance from power/telephone poles and transformers

1.8m clearance from catch basins in roadways

1.8m clearance from gas service

3m clearance from large water services (100mm or larger) and 1m clearance from valves and other fittings

All elevations and dimensions in metric geodetic datum

6.0 On Site Construction Schedule

Activity	Completed?	Approx. Start Date & Duration	Notes:
Private Water			

Private Sanitary			
Private Storm			
ATCO Gas			
EPCOR Power - Underground			
EPCOR Power - Overhead			
Demolition			
Building/Form Work			
Service Stubs Staked on Private Property?			
Service Stubs 1.8m away from Gas Service?			
Above Ground Building			
Concrete Building			
Crane Onsite			
Other:			
Other:			

7.0 Hazards in area of construction (check all that apply)

<input type="checkbox"/>	Uneven ground	<input type="checkbox"/>	Open Trenches	<input type="checkbox"/>	Trees	<input type="checkbox"/>	Hoarding
<input type="checkbox"/>	Overhead Powerlines	<input type="checkbox"/>	Hydrovac Holes	<input type="checkbox"/>	Dumpster Bins		
<input type="checkbox"/>	Utility Crossings	<input type="checkbox"/>	Fencing	<input type="checkbox"/>	Dirt Piles		

Other:

Applicant Name (Please Print): _____

Phone Number: _____ **Email:** _____

Are you an agent acting on behalf of the owner? **Yes** **No**

Signature: _____ **Date:** _____

FOR OFFICE USE ONLY

8.0 Application Review Checklist

	Yes/No	NOTES
1. Is any information missing above?		
2. EPCOR Drainage Construction within River Valley Bylaw Area?		
3. New services within proximity of ATCO High Pressure Gas lines?		
4. New services within proximity of Trans Alta High Power KV lines?		
5. Site contamination warnings?		
6. Historical site warnings?		
7. Existing lead water service to be utilized? (Renewal required under EPCOR Water's lead to copper program)		
8. Any special conditions on circulations / DRAINS notes / POSSE?		
9. Other conflicting projects (Envista / DRAINS Project Shapes)?		
10. Requested sewer service invert elevation at property line unachievable?		
11. Any insufficient utility clearances? (Check services on opposite side of right of way)		
12. New services crossing easements / parcel owned by other utilities?		
13. Proposed subdivision causing cross lot servicing?		
14. Sewer service assessment required by Drainage Operations?		
15. Property consolidation / condo conversion required? (If yes, documentation required)		
16. Caveat required for multiple water services?		
Reviewed By: _____	Date: _____	

9.0 Payment Review Checklist

	Yes/No	NOTES
1. Any updates to onsite construction activities and schedule? (Confirm with applicant)		
2. Any new conditions on circulations / DRAINS Notes / POSSE?		
3. Any new conflicting projects (Envista / DRAINS Project Shapes)?		
4. Any new proposed subdivisions applications causing cross lot servicing?		
Reviewed By: _____	Date: _____	