



Permit Application : Aqueduct and Sewer Connection

How to file a permit application

To obtain a permit, you must provide the Municipality with all the necessary documents along with the completed form, signed and dated, and present your application to the Planning and Sustainable Development Services. Your application must contain all of the required information and comply with the Municipal By-laws. The officer assigned to your request has the right to ask for additional documents or information that may give them a better understanding of your project.

We will contact you once the permit is ready.

Please note that incomplete documents or missing information may delay the delivery of your permit and any misleading information may revoke your request or render your permit non-compliant. This application does not constitute in any way of any kind to be a completed request or a permission to build.

General information

Applicant(s) name(s): _____

Are you the owner(s)? YES NO If no, proxy? YES NO

Mailing address: _____

Home phone #: _____ Cell #: _____ Other #: _____

E-mail address: _____

Work site, if different for the mailing address: _____

Lot identification number: _____ of the Québec cadastre

Use : Residential Commercial Industriel Public Agriculture

Construction manager

Excavation contractor's name: _____

Mailing address: _____

R.B.Q. #: _____ Main office phone #: _____ Cell. #: _____

E-mail Address: _____

Plumber contractor's name: _____

Mailing address: _____

R.B.Q. #: _____ Main office phone #: _____ Cell. #: _____

E-mail Address: _____



Work description

Estimated work cost: \$ _____
 Expected start date: _____ Expected end date: _____

1) Aqueduct connection :

Pipe: red copper type « K » ANSI/AWWA C800 Q-Line (Kitec) AWWA C-903
 Length: _____ Diameter: _____ Slope: _____
 Connection pipe: _____ Pressure reducer valve

IMPORTANT: Contact the Public Work Department at least 48h before backfilling over the pipes to schedule an inspection (819-827-1160)

Inspection done on: _____ by: _____

2) Sanitary sewer connection :

Pipe: PVC type 1 class DR-28 Standards: NQ 3624-130
 NQ 3624-135

Length: _____ Diameter: _____ Slope: _____

Connection pipe: _____ Maximum release (volume): _____

Disposal method: By gravity Separator: Oil (capacity _____)
 Pumping station Grease (capacity _____)
 Backwater valve Other _____

Access hole needed? Yes No

IMPORTANT: Contact the Public Work Department at least 48h before backfilling over the pipes to schedule an inspection (819-827-1160)

Inspection done on: _____ by: _____

3) Storm sewer connection (if needed):

Pipe: PVC type 1 class DR-28 Standards: NQ 3624-130
 NQ 3624-135

Length: _____ Diameter: _____ Slope: _____

Connection pipe: _____ Maximum release (volume): _____

Disposal method: Gravity
 Pumping station

Nature of water: Roof water
 Land water (drained superficies _____m²)
 Foundation drain water
 Other _____

IMPORTANT: Contact the Public Work Department at least 48h before backfilling over the pipes to schedule an inspection (819-827-1160)

Inspection done on: _____ by: _____

4) Depth in relation to the center of the street :

Sanitary sewer connection: _____ Building lowest floor: _____
Storm sewer connection: _____ Building drain: _____
Aqueduct connection: _____ End outlet sewer/building: _____
First floor level: _____ End outlet aqueduct/building: _____

Documents to include with your application

- A scaled location plan showing:
 - o The location of the buildings, septic system, well and parking lot;
 - o the location of the pipes;
 - o the length of the pipes and their sections when there is a directional change (indicate the maximum junction angles);
 - o The pipe level to each directional change;
 - o The disposal method for ground and storm water.
- A section plan showing:
 - o The location of the pipes;
 - o the length of the pipes and their sections (if applicable);
 - o the level of the lowest floor in relation to the center of the street;
 - o the level of the first floor in relation to the center of the street;
 - o the level of the pipes at the property line in relation to the center of the street;
 - o the level of the building's exit in relation to the center of the street;
 - o the detail for the material used to backfill over and under the pipes (thickness, material);
 - o the type of pipes (type and diameter)
- Letter from a soil engineer (only when the work is carried out within a landslide zone).
- A scaled plan showing the plumbing system (for public, commercial and institutional buildings).

Owner's obligation

In accordance with the bylaw 930-15 «Les branchements privés à l'aqueduc et à l'égout» of the Municipality of Chelsea, the owner has to notice the Public Work Department at least 48h before backfilling over the pipes to schedule an inspection (819-827-1160).

Tightness tests and connection verifications must be done by a specialized and qualified company in accordance with the BNQ 1809-300 R2007 standard. The test report must be rendered to the inspector.

Once the indoor plumbing will be connected to the municipal system, the owner has the obligation to:

- Empty the septic tank and to dispose of it in accordance with the Regulation respecting waste water disposal systems for isolated dwellings (Q-2, r.22);
- Plug and/or dismantle the wells in accordance with the Water Withdrawal and Protection Regulation (Q-2, r.35.2). A permit is required.



Validity of the permit

The permit is valid for one (1) year following its issuance.

The permit is deemed invalid if any Municipal By-law or declaration in this permit application for aqueduct and sewer connection is not respected.

The permit can be renewed if not already expired.

Declaration and signature

I declare that the information here above is correct and that if a permit is granted, I will comply with all provisions of the Municipal By-laws and Provincial Regulations thereto. The issuance of a permit, approval of plans and specifications and inspections made by the Municipal Officer are considered as administrative procedures and should not be construed as a guarantee of the quality of plans, specifications and work or compliance with Laws and Regulations applicable to such work. The provisions of the permit must be fulfilled not only at the time of issuance of the permit but at any time after the issuance thereof.

Signature: _____ **Date:** _____

We wish to remind you that it is illegal to undertake any construction work PRIOR to obtaining the required permit for this purpose.

Important: Before any backfilling over the sewer or aqueduct pipes, the owner or the contractor has to contact the Public Work Department at least 48h in advance to allow the municipal authorities to proceed with an inspection. (819-827-1160)