

Specifications for Connecting to Archbold's Water System

Revised: April 28, 2022

1. An approved application for a new Water Service along with payment of the estimated connection fee is required before work can begin. (An application is available from the Engineer's Office located on E. Lutz Road or through the permit portal on the Village of Archbold website.)
2. The property owner is responsible for all costs to install a new water service or repair an existing service.
 - a) The property owner is responsible for hiring a contractor or plumber to install the service from the property line to the home or building-private property. Village employees will not install the portion of the service on private property. This expense is separate and in addition to the tap fee that is estimated on the Fee Worksheet.
 - b) Installation from the property line to the water main, which is public property will require an evaluation by the Water Department to determine if installation can be completed by Water Department staff or if the Applicant/Property Owner will be required to hire a contractor and complete this portion of the connection as well. Refer to the Fee Worksheet for this determination.
 - c) Water Department staff will make all taps less than 4" into the water main and will oversee and inspect all taps 4" or larger.
 - d) The property owner or contractor must notify the Water Department when the Water Service is ready for inspection for both the private and public portion of the service line. Water Department staff will complete an as-built drawing to show the location of the service.
3. A standard tap on Village Water Mains will be 1" inside or outside the Village. **NO** plastic pipe less than 1" will be allowed anywhere on the Village Water System.
4. Water services must be a minimum of 10' from any sanitary sewer. This is an Ohio EPA regulation that can be found in **Section 4101:3-6-01 Water Supply and Distribution** and **Section 603.2 Separation of water service and building sewer**. Water service lines and the building sewer lines shall be separated by 10 feet (1524 mm) of undisturbed or compacted earth. If the water service crosses a sewer, it must be at least 18" above or below the sewer. The Water service must be at least 48" deep.
5. Only approved materials will be allowed for Village Water Services and no substitutes will be allowed. Water service will NOT be provided to structures with unapproved service lines. Approved materials include the following: **Type K copper, ASTM B-88-62 or Polyethylene plastic, SDR9, PE3406, 200 PSI, ASTM D2737**. When possible, service lines should be one piece from the curb valve to the meter. Any splices **MUST** be made with compression type couplings. **A WATER DEPARTMENT EMPLOYEE MUST INSPECT NEW SERVICES BEFORE THE TRENCH IS BACKFILLED.**
6. If plastic is used, a Number 12 or larger solid copper wire **MUST** be laid with the service so that it can be traced. There must be enough wire to go to the meter, and to come to ground level at the curb valve.
7. The Owner is responsible for purchasing and installing a meter spacer bar, valve and backflow preventer which are supplied by the Village. These costs will be itemized on the Fee Worksheet. Parts may be picked up at the Water Plant on North Street after the Fee is paid. The Owner is encouraged to install a second valve after the meter bar and backflow preventer. The spacer bar, which is part of the meter set must be installed in a horizontal position. The spacer bar should be installed in a basement, garage, or utility room where it is protected from freezing. Replacing a frozen meter is the responsibility of the Owner. **NO METER MAY BE INSTALLED IN A CRAWL SPACE.**
8. Due to a closed system created when a backflow preventer is installed, a thermal expansion tank must be installed in the cold-water line going to the hot water heater to prevent pressure damage.
9. The Owner is responsible for notifying underground utilities of excavation when digging the service line. Call the Ohio Utilities Protection Service (OUPS) at 1-800-362-2764.

If you have questions or require additional information, please call the Water Plant at 419- 445-2506.