



City of North Pole

125 Snowman Lane • North Pole, Alaska 99705 • Tel. 907.488.2281 • Fax 907.488.3002

Utility Tie-In Permit Application

All fees and any required surety bond must be paid in full and a completed and signed utility contract must be submitted before a permit is issued and before any work may commence. Commencing work without a permit shall be subject to fines as specified in the North Pole Municipal Code, Section 13.12.150 Prohibited acts.

Official Use Only

Account # _____

Date received: _____

Official receiving: _____

1. Utility Tie-In Location

Street address: _____

Subdivision: _____ Lot #: _____ Block: _____

2. Excavation Requirements

A. Tie-in requires excavation of City property (street, alley, right-of-way, etc.)

- No
- Yes: If yes you must submit an Excavation Permit and pay a Surety Bond.

B. Tie-in requires excavation of property other than the permit applicant's property and is private or public property, for example, state property.

- No
- Yes: If yes, attach signed documentation of approval granted by the property owner authorizing excavation of the property.

3. Easement/Vacation of Easement Necessary for Utility Tie-In

A. Utility tie-in requires obtaining an easement.

- No
- Yes: If yes you must attach copy of the easement.

B. Utility tie-in requires vacation of an easement.

- No
- Yes: If yes you must attach copy of the vacation of easement.

4. Utility Tie-In Type

A. Single-Family Residential

- Water
- Sewer

B. Multi-Family

- Water
 - Sewer
- Number of units: _____

C. Commercial/Institutional

- Water
- Projected peak water usage in gallons per minute:
_____ gpm
- Sewer
- Projected peak sewer discharge in gallons per minute:
_____ gpm

D. Industrial

- Water
- Projected peak water usage in gallons per minute:
_____ gpm
- Sewer
- Projected peak sewer discharge in gallons per minute:
_____ gpm

5. Utility Tie-In Fees			
Water service line size	Water tie-in fee	Sewer tie-in fee	
¾ inches to 2 inches	\$200	\$200	
Greater than 2 inches up to 4 inches	\$250	\$250	
Greater than 4 inches	\$300	\$300	
Amount of water tie-in fee due: _____ Amount of sewer tie-in fee due: _____			
6. Description of Work and/or Special Circumstances			
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7. Contractor Information: A licensed contractor is required to make connections to City utility.			
Name	Address (city/state/zip)	Phone	Prof. license #
8. Owner or Developer			
Name	Address (city/state/zip)	Phone	
9. Signature of Owner or Developer: Application is hereby made by the undersigned, as owner or developer of the real property described above located within the corporate limits of the City of North Pole, for connection to the City's water and sewer distribution system.			
<hr/>			
Name			Date

10. Contractual obligations of connecting to North Pole Utility System

1. I, the applicant, understand and agree that I will furnish all labor and materials and pay for all costs necessary to make connection (tie-in) to the City’s utility system.
2. I, the applicant, agree to adhere to the City of North Pole’s Standards for Construction in reference to the materials needed for the tie-in to the City’s utility system.
3. I, the applicant, understand that I will bear the expense necessary to correct any deficiencies or make repairs caused to the City’s utility system by my tie-in.
4. I, the applicant, understand that I am responsible for all maintenance and repairs with respect to the portion of the line which extends from the City’s main (s). See North Pole Municipal Code, Section 13.16.020.
5. I, the applicant, understand and agree that the City of North Pole shall have access to my property at all times necessary for the purpose of inspecting the water and sewer tie-in on my property; to repair the City’s water and sewer distribution system; and to disconnect and/or shut off utility service in the event the utility account becomes delinquent.
6. I, the applicant, or my agent, agree to verify the presence of other utilities or underground articles in the excavation area including, but not limited to, telephone and electrical utility lines.
7. I, the applicant, or my agent, shall be responsible for all damages to persons or property that occur as a result of fault or negligence in connection with the prosecution of the work and shall save the City harmless.
8. I, the applicant, the applicant agree to pay all water and sewer charges as prescribed in Chapter 13 of the North Pole Municipal Code. The City shall have a secured interest in the above referenced property for payment of all utility bills and charges that may arise under the City of North Pole Code of Ordinances.
9. If a Highway Park Subdivision property owner, I have received a copy of resolution 98-29.

I, the applicant by my signature below acknowledge that I have read and understand this agreement and agree that this agreement shall extend to and bind the successors and assigns of the City and the applicant.

Signature

Date

Driver’s license or State ID #

- **A minimum of 48 hours notification is required to schedule a water main shutdown and inspection by the North Pole Utility Department.**
- **All work MUST be inspected by the North Pole Utility Department before water service is returned to the main and the work is covered. Work not inspected by the North Pole Utility Department before it is covered shall be re-excavated for inspection by the Utility at the owner’s expense.**