



# WATER TAP APPLICATION

Application # \_\_\_\_\_

Village of Baltimore, Ohio

103 W. Market Street  
Baltimore, Ohio 43105  
740.862.4491

Information is available on our website:  
[www.baltimoreohio.org](http://www.baltimoreohio.org)

The undersigned applies for a Water tap for the following use, said tap approval to be issued on the basis of the information contained within this application and requirements for service line installation specified in Water and Wastewater Rules and Regulations, Chapter 1026.03(a)(1) and Ordinance 8-7-2017-2. The applicant certifies that all information and attachments to this application are true and correct.

Name of Owner/Applicant: \_\_\_\_\_

Property Address or Location: \_\_\_\_\_

Parcel No: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Current Use: \_\_\_\_\_

Proposed Use:

Single Family \_\_\_\_\_ Multi-Family (# of units) \_\_\_\_\_ Commercial \_\_\_\_\_ Industrial \_\_\_\_\_

Service Area: Inside Village \_\_\_\_\_ Outside Village \_\_\_\_\_

Tap size: \_\_\_\_\_

Meter(s): \_\_\_\_\_

Contractor: \_\_\_\_\_

**\*\*All contractors must be registered with the Village of Baltimore and a contractor registration packet must be completed and submitted prior to any work being performed.**

**Note: This permit shall be void if work is not started within one (1) year or completed within two (2) years. Work cannot start until your application is approved.**

**Owner signature verifies you have read and agree to the conditions listed below:**

Signature of Owner/ Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

### CONDITIONS:

- The owner/ applicant shall comply with rules and regulations of Ohio EPA, State of Ohio and the ordinances, policies, and specification of the Village of Baltimore.
- No other connections can be made to the water system and new tap or service line may be installed only after the required Right of Way Permit is issued and fees are paid in full. METERS ARE PURCHASED SEPARATELY – METER FEE IS \$250.
- All areas disturbed during construction shall be restored to its original or better condition as required by the Village of Baltimore
- The owner shall be responsible to maintain the service line from the curbstop, and is the owner’s responsibility to furnish an acceptable connection from the village’s line to their structure. The village shall not be held liable for any costs incurred in furnishing this tap.
- All taps and service lines must be inspected. To schedule an inspection date and time, please contact us 24 hours in advance. No backfilling of any area shall begin until approval has been given. All meters to be set so the meter can be easily accessed and read.
- 48 hours before you dig you must call Utilities Protection Service (OUPS) at 811 or 800.362.2764. A Stop Work Order will be issued if an OUPS ticket is not obtained prior to digging.



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### (For Office Use Only)

Date Received:

Fee Due/ Paid:

Date of Site inspection:

OUPS Ticket#:

Flood Plain Zone:

Contractor registered:

Right of Way Permit:

Date of Action on Application:

Approved:

Denied:

If application is denied, reason for denial: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

Service Superintendent or designee

Date: \_\_\_\_\_

Village Engineer or designee

Date: \_\_\_\_\_

Zoning Administrator or designee

### Additional Information Required To Process Application