

OTTAWA COUNTY SANITARY ENGINEERING DEPARTMENT
REQUEST FOR DELAY OF SANITARY SEWER BILLING
(NEW CONSTRUCTION ONLY)

Sanitary sewer billing begins on the date of final inspection of the building sewer when the property will NOT be a public water (Regional Water) County customer. Properties that will be public water County customers, sanitary sewer begins on the date the public water is turned on to the property.

The Sanitary Engineering Department acknowledges that there are certain circumstances when a building sewer is installed for new construction before the dwelling is capable of discharging wastewater to the sanitary sewer. Property owners constructing a new dwelling/building may request a DELAY IN SANITARY SEWER BILLING (variance from the above policy for properties with no public water) by completing this form and submitting it at the time of application for a sanitary sewer permit. By submitting this completed and signed document, the property owner agrees to comply with the conditions stated below:

PROPERTY OWNER: _____

SERVICE ADDRESS: _____

MAILING ADDRESS: _____

PARCEL I.D. NUMBER: _____ **TOWNSHIP:** _____

TELEPHONE NUMBER: _____

EMAIL ADDRESS: _____

REGIONAL WATER CUSTOMER: _____ **YES** _____ **NO**

I, the above stated property owner, have applied for a permit to install a building sewer at the above referenced property. I hereby request that the initiation of sanitary sewer (monthly) billing be postponed until such time that (Please indicate one of the following):

- _____ A. My public water service line, which will be connected to the Regional Water system, is activated (turned-on); or,
- _____ B. I personally notify the Sanitary Engineering Department that the indoor plumbing has been completed. I will have water service from a private well or other public agency other than the Sanitary Engineering Department.

I understand that the Sanitary Engineering Department will bill me (at the standard rate) for sanitary sewer charges back to the date of final inspection if I fail to notify the Department when the indoor plumbing has been completed (or can be used to discharge wastewater) or if the Department determines, at anytime during the delay period, that wastewater is or has been discharged to the sanitary sewer.

I also understand that, if I am (or will be) a Regional Water customer, I am responsible for informing the Sanitary Engineering Department inspector (or representative on site) that I do NOT want my water service activated (turned-on) at the time of final inspection of the water service line because it will cause my sanitary sewer billing to begin as stated above. When I am ready to activate public water and sanitary sewer service, I will contact the Sanitary Engineering Department to have the water activated and billing for both services shall begin.

PROPERTY OWNER SIGNATURE: _____ **DATE:** _____

FOR OFFICE USE: PERMIT # _____ ADMIN. APPROVAL BY: _____ DATE: _____