



# GEAUGA COUNTY BOARD OF COMMISSIONERS

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DEPARTMENT OF WATER RESOURCES • Steven Oluic, PhD, Director  
12611 Ravenwood Drive • Suite 390 • Chardon, Ohio 44024-9340

## 20 \_\_\_\_\_ APPLICATION FOR INSTALLER'S LICENSE

Company Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

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

Contact Name: \_\_\_\_\_

Phone No. (24 Hours): \_\_\_\_\_ Email: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Applicant Title: \_\_\_\_\_

(Applicant must be Company Owner or Corporate Officer)

Previously Licensed with the Geauga County Department of Water Resources? **YES / NO**

If YES, in which year last licensed? \_\_\_\_\_

Currently or have previously been licensed with another Department in Geauga County?

**CURRENTLY / PREVIOUSLY / NO**

If currently or previously licensed, in what Department? \_\_\_\_\_

List any names under which this Company or applicant has previously been known: \_\_\_\_\_

### INSTALLATION-SERVICES APPLYING FOR:

- Water**       **Backflow**       **Directional Drilling**  
 **Sewer**       **Force Main**       **Vac Systems**       **Private Pump Station**

**NOTES:** Before being licensed the following items shall be submitted to GCDWR:

- \$5,000 License & Permit Bond (sealed original)
- Certificate of Insurance:
  - GCDWR and Board of County Commissioners must be listed as Certificate holder and listed as Additional Insured on the certificate.
- \$150 Licensure Fee
- If Contractor has not previously been licensed with GCDWR within last 2 years, Contractor must be interviewed by Sanitary Engineer or Appointed Staff Member.

**No license will be issued until Installation Requirements are viewed and accepted. See following page.**

File saved as: Administrative Secretary/Word/Installer License Application 2023 MEW

[www.gcdwr.org](http://www.gcdwr.org) • 440-279-1970 • [info@gcdwr.org](mailto:info@gcdwr.org)

## SEWER / WATER INSTALLATION REQUIREMENTS

The following general list of installation requirements. All requirements are listed in the GCDWR Rules & Regulations.

### GENERAL:

- I. All sewer and water work construction shall be done in the presence of a GCDWR inspector. Any work not witnessed by an inspector will not be approved and shall be uncovered and reinstalled prior to approval.
- II. **GCDWR requires a minimum of two (2) working days' notice before any work is performed on service laterals.**
- III. **Time requested for inspection shall be the time Contractor intends to start excavating.**
- IV. Permits must be obtained before any lateral is installed or replaced. Inspection will not take place without a permit.
- V. Notification is required if canceling or running late for appointed inspection time.
- VI. **As the licensed Installer, it is your responsibility to ensure that an inspection has been scheduled; performing any work on a sewer or water line without notifying GCDWR may be cause for temporary or permanent revocation of your Installer's license.**

### SEWER MATERIAL:

- VII. Gasketed pipe six inch (6") SDR 35 or SDR26 will be the preferred pipe in lateral connections. If contractors wish to continue using glue fittings, then a pressure test at five (5) psi. for ten (10) minutes will be used. This test will be done in the presence of a GCDWR inspector. Glue connections will be made with both the male and female ends being primed and glued. No exceptions will be made.
- VIII. Bedding and cover shall be #57 limestone without fines. Other substitutes will not be accepted.

### WATER MATERIAL:

- IX. 1" diameter "K" copper tubing shall be used for water service connections, one single piece of tubing without kinks shall be run from the meter pit into the house, no splicing of line will be permitted between the meter pit and the house.
- X. Bedding and cover shall be sand.

### INSTALLATION:

- XI. Sewer service laterals shall have a minimum of four (4) feet of cover.
- XII. Water service connections shall have a minimum of five (5) feet of cover.
- XIII. Sewer and water service connections **shall not** be run in the same trench.
- XIV. A minimum slope of 1% is required for the sewer service lateral run. A two point elevation verification shall be required. This will involve the CONTRACTOR shooting the invert of the pipe where it leaves the house and at the connection to the sewer main. GCDWR **will not** provide the equipment to perform this task.
- XV. Bedding for pipe shall be placed and compacted before pipe is laid. Bedding material shall be shovel-sliced or chucked while trench is being backfilled to fill voids.
- XVI. Minimum six inches (6") bedding and twelve inches (12") cover of fill material will be maintained around the service lateral.
- XVII. No illegal connections allowed; this includes all clear water sources including but not limited to down spouts, footer drains, sump pumps, etc.
- XVIII. A cleanout shall be installed on the sewer service connection at the right of way. These cleanouts shall be marked with rebar, 12" below the final grade with rebar 18" X 5/8" or greater. Any cleanout that will be in or within one foot (1') of a driveway shall have an EJ #1578 casting placed atop the cleanout set on compacted backfill to protect the cleanout.
- XIX. Water meter pits **are not** traffic bearing and as such shall not be installed in or within one foot (1') of a driveway. If a meter pit was installed with the construction of the water main and the meter pit would be in or within one foot (1') of a driveway, the meter pit shall be relocated before the water service is extended to the building.
- XX. Clay to PVC connections shall be connected with a rubber fernco with stainless steel bands. No cementous admixtures. Extra attention shall be spent with bedding and backfill around this connection
- XXI. If work is required within the public right-of-way, it is the contractor's responsibility to contact the appropriate departments for the required permits.
- XXII. Ohio Utilities Protection Service ((OUPS) prior to any installation and be able to provide proof of contact. Dial 811

**By signing this application, I, the above listed Applicant, attest to the accuracy of the information provided. Additionally, I have read the above information, I acknowledge that I am in receipt of a copy of the GCDWR Rules & Regulations (current edition) and I agree to follow all the requirements of the GCDWR. Failure to do so may result in a temporary or permanent revocation of the Installer's License for which I am applying.**

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Signature

Date