

# APPLICATION FOR INSTALLATION OF WATER MAINS



Return completed form to:  
Marion Water Board of Trustees  
1225 6th Ave, Ste 150, Marion IA 52302  
Phone: 319-743-6310

## SUBDIVISION NAME:

### 1. APPLICANT INFORMATION

Applicant Name:

Applicant Address:

Phone number:  
(during business hours)

### 2. LAND OWNER INFORMATION (Land on which main will be installed)

Name of owner of land:

Land owner address:

Phone number:  
(during business hours)

### 3. MAIN INSTALLATION INFORMATION

Date land will be ready for main installation:

Linear feet and size of main to install:

Description of land on  
which main is to be  
installed:

Will this land be  
dedicated as a public  
street?

Yes  
No

If land will be dedicated, when?

**If land will NOT be dedicated**, will the land owner and the holder of any security interest in the premises grant to the City, without charge, a permanent easement for the main and its appurtenances, 20 feet in width, centered on the main, and a temporary easement during construction only, fifty feet in width, also centered on the main?

Yes      No

I understand that if the project applied for is approved, the Board will either install the main and necessary appurtenances with its own employees, or will contract for the work. In either event, I understand that I will be required to deposit with the Secretary of the Board before proceedings for construction of the main begin, the estimated cost of construction of the main. The cost will include, but not necessarily be limited to, cost of materials, labor, publication, legal, engineering and inspection. I further understand that the Secretary of the Board will provide me with an itemized estimate of cost within 10 days of the date of filing of the application. (Note: This paragraph does not apply to an applicant who is himself a contractor and desires to install his own mains.)

Signature: \_\_\_\_\_

Printed Applicant Name:

Date:

**Attach a plat certified by a licensed engineer, or preliminary subdivision plat approved by the City Council of Marion.**

**This application shall be submitted with the required filing fee of \$100.00.**

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**Administrative procedures to be followed for the installation of water mains in the City of Marion:**

Deliver a copy of the proposed development to the Water Department for review and sizing of mains.

Submit three copies of the plan of improvements to the Water Department along with five copies of the form "Application for Installation of Water Mains" (available at Water Office) and a \$100.00 filing fee.

Submit a copy of the plan of improvements to Iowa Department of Water, Air and Waste Management along with schedules 1, 1a, 1b, 2a, and 2b, and pay the permit fee.

Upon approval of the Application for Installation by the Water Board of Trustees, an approved copy will be returned.

Notify the Water Department two days prior to starting of construction for inspection scheduling. Inspection fee will be \$1.00 per foot with a \$500 minimum fee.

Installation of mains shall be in accordance with Water Department Standard Specifications.

A two-year maintenance bond is required on the main.

Assuming all above requirements are met, the Board will accept the main and approve it for use.

A two-day notice is required for tapping of the main for service connections. All taps of 2-inch or less are made by the Water Department. Larger taps must be contracted and inspected by Department's inspector.

A bill for taps will be sent to the developer as soon as they are completed and recorded. Payment for taps shall be due within 30 days or upon first use of the newly installed main, whichever occurs first.

