



SERVICE CONNECTION POLICY

Department: Infrastructure Services
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PURPOSE

To provide guidelines for development that requires a connection, addition or alteration to municipally owned infrastructure. These guidelines are to protect the interests of the municipality, and its taxpayers, so that proper industry standards and practices are followed to ensure that a development does not have a negative impact on the community.

1. To outline the process required to connect any property within the municipality to available water distribution systems, and/or sewage/stormwater collection and treatment systems. Road connection will be approved under the Driveway Entrance Policy.
2. To aid developers in understanding their responsibilities and the costs associated with servicing their developments early in the planning process.

SCOPE

The scope of this policy is to set out general guidelines and procedures for processing requests for municipal service connections within the Township's municipal water, sanitary and storm systems.

Scope of Requests:

1. Request for private service connection to an existing municipal service that is located at property line.
2. Request for new service to be installed in the municipal right-of-way from main to property line for private connection at property line.
3. Request for replacement of an existing municipal service.
4. Request for change of use of an existing municipal service.
5. Request for upgrade of an existing municipal service.

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1.0 Definitions

“Additional Residential Unit (Attached)” means the use of a single detached dwelling, semi-detached dwelling unit or street townhouse dwelling unit where a separate self contained residential unit is located within the principle building.

“Additional Residential Unit (Detached)” means the use of a building where a separate self-contained residential unit is located in a detached accessory building on the same lot as an associated single detached dwelling, semi-detached dwelling unit, or street townhouse dwelling unit, subject to section 6.1 of the Zoning By-law.

“Applicant” means the owner of the premises for which water or sewage works are being sought or the authorized agent of the owner;

“Building” means a building or structure as defined in the Building Code Act;

“Building Code Act” means the Building Code Act, 1992, S.O. 1992, C. 23 as amended and includes the regulations thereunder;

“Building Permit” means a permit issued under the Ontario Building Code Act;

“Chief Building Official (CBO)” means the Chief Building Official, appointed pursuant to the Building Code Act;

“Township” or **“Municipality”**, means The Corporation of the Township of Wellington North and includes its entire geographic area;

“Connection Charge” means the charge payable when a property is connected to a water, sanitary, and/or storm sewer service;

“Contractor” means a person, partnership, or corporation who contracts to undertake the execution of work commissioned by the owner or the Township to install or

maintain mains, service mains, services, hydrants, maintenance holes and catch basins;

“Council” means the municipal council for The Corporation of the Township of Wellington North;

“Municipal Act, 2001” means the Municipal Act, 2001 S.O. 2001, c. 25, as amended;

“Municipal Property” means any lands/property owned by the Township and/or easements, right-of-way and/or road allowances in favour of the Township;

“Municipal Servicing Standards” or **“Standards”** means and is not limited to the current Municipal Servicing Standards for the Township of Wellington North, and/or Design Guidelines for Drinking Water System 2008 by the Ministry of the Environment, and/or Design Guidelines for Sewage Works 2008 by the Ministry of the Environment, and/or Design Guidelines for Sanitary Sewers, Storm Sewers and Forcemains for Alterations Authorized under Environmental Compliance Approval as applicable and amended;

“Occupier” means a person residing on or in a property; a person entitled to the possession of the property if there is no other person residing on or in the property; and a tenant or leaseholder; and, where that person is a corporation, shall include the officers, directors and shareholders of that corporation. An occupier includes an occupant;

“Other Charges” means those charges related to repairs, installations, services rendered, or other expenses, exclusive of charges included in water rates, frontage charges and sewage service rates, payable by the consumer as provided for in this Policy or as directed by Township Council;

“Owner” means a person that has any right, title, estate, or interest in a property, other than that of only an occupant and, where that person is a corporation, shall include the officers, directors and shareholders of that corporation, and shall include any person with authority or power over or control of that property on behalf of an owner. An owner includes a developer;

“Project – Local Improvement” means the construction of a water main or sewer main undertaken in accordance with the Local Improvement Act. The schedule of its connection charges is developed based on the Local Improvement Act as well.

“Project – Special Service” means the construction of a water main or sewer main undertaken in accordance with the agreement the Township has with other parties. The construction costs have already been paid. The cost recovery needs to be

obtained through the service connection applications from that area.

“Property” includes but is not limited to both public and private lands, a house, building, structure, lot or any part of a house, building, structure or lot within the Township, and is adjacent to water and/or sewage works and may be entitled to a service connection;

“Sanitary Sewer” means the pipe, valves and fitting attached thereto, which transport and collect wastewater from abutting properties and general area;

“Sanitary Sewer Service Pipe” means the pipe and fittings that convey wastewater from the inside of an exterior wall of a structure to a connection on a main;

“Service Box” means the structure that houses the shut off valve;

“Service Connection” means water, sanitary and/or storm sewer services connection;

“Sewage Works” means the works for the collection, transmission, treatment and disposal of sewage or any part of such works, but does not include plumbing to which the Building Code Act applies;

“Shut-off Valve” means the valve on or at the water service connection owned and used by the Township to shut off or turn on the water supply from the waterworks to a property. May also be referred to as curb stop;

“Property Line” means the boundary of private property which adjoins municipal property;

“Storm Sewer” means the pipe, valves and fitting attached thereto, which transport and collect storm water from abutting properties and general area;

“Storm Sewer Service Pipe” means the pipe and fittings that convey storm water from the inside of an exterior wall of a structure to a connection on a main;

“Substantially Demolished” means the demolition of more than 50% of the exterior walls of the first story above grade of a building or structure, whether or not it is substantially replaced;

“Watermain” means the pipe, valves and fitting attached thereto which transport and distribute water to abutting properties and/or general area;

“Water Service Pipes” means the pipe and fittings that convey potable water from a connection at the main or private main to the meter location, or, for a fire service, to the inside of the exterior wall of a structure;

“**Water Works System**” includes but is not limited to buildings, structures, plants, equipment, and appurtenances, devices, underground pipelines and installations, and other works designed for the treatment, transmission, distribution and storage of water and includes lands appropriated for that purpose;

2.0 Applicability to New Developments

This policy applies to new development in the Township of Wellington North’s urban areas that require municipal service connections on existing infill lots, lots created by severance through Wellington County Land Division, and properties where municipal services are to be extended to service new development. Developments created through Site Plan Control or Draft Plan of Subdivision are exempt from the Servicing Connection Permit process. This policy will set out the procedures for connecting these lots to municipally owned infrastructure. Examples of development are as follows.

2.1 Existing Infill Lots

All existing infill lots within the urban boundary are required to connect to the municipal systems for their water, storm and sanitary, where available. Extension of sewer mains, watermains, roadway/sidewalk and other requirements as determined by the Township to provide servicing to the existing lot will be at the expense of the developer. A development on an existing lot that requires a new connection to municipal infrastructure, may require an **Entrance Permit, Service Connection Permit**, and/or a **Site Servicing Agreement**, depending on the servicing requirements of the proposed development, and the availability to connect to existing infrastructure. A pre-consultation meeting with Infrastructure Services staff is required to review the property and existing municipal infrastructure to determine what will be required to service the property and identify the correct process the applicant will be required to follow to obtain a Service Connection Permit.

2.2 Infill Lots Created by Severance

Where a new lot is proposed to be created by severance in one of the Township’s urban centers where service connection to municipal services is required, access to municipal services is first determined when severance applications are circulated by the County to Township staff and Council for review and comments. When reviewing severance applications, Infrastructure Services staff will assess whether the proposed lot fronts on a street with existing watermain, sanitary sewer, and storm sewer and of sufficient capacity and condition to accommodate the proposed

development and if existing municipal services exist at property line. This includes assessing site lines and alignment for new driveways, to ensure that safe driveway access is achievable.

2.3 Lots Created by Draft Plan of Subdivision

Lots created in draft plan of subdivision on private property to be serviced with watermain, sanitary sewer mains, storm sewer mains, sidewalks, curbs and other infrastructure are to be installed at the developer's cost including any offsite servicing extension and roadway improvements required by the Township to service the development.

The subdivision agreement is a developer's commitment to construct all services to future lots to the Municipal Servicing Standard that would allow the Township to assume maintenance responsibility in the future. The subdivision agreement also covers land dedication for parks, cash payments, easements and most other conditions to protect the Township's interests.

2.4 Site Plan Control

Development for commercial, industrial, institutional, multi-residential and similar projects built on existing vacant lots fronting onto municipal roads when full municipal services are available or can be extended are subject to the Township's Site Plan Control Area By-law. The site plan submitted to the Township shall show in detail the services located in the municipal road allowance including the size, material and location of connections. The Developer will enter into a Site Plan Control Agreement with the Township outlining various conditions. Minor off-site works to service the land shall be installed at the full cost of the developer and outlined in the Site Plan Control Agreement.

2.5 Major Off-Site Works

When a development requires major off-site works within the municipal right-of-way to be upgraded and/or extending the existing municipal services and/or roadway to accommodate a proposed development, a Service Finance Agreement will be required. Major off-site works greater than \$75,000 shall be a municipal led project including engineering design, tender and open tender bid for construction at full cost to the developer. A work plan of all offsite works will be prepared by the Township's consulting engineer and presented to the Developer. A Service Finance Agreement

outlining the scope of work and cost sharing details identifying any Township contribution to off-site services, if applicable.

The Township may enforce a lot area fee through by-law where a service extension and/or road upgrades service multiple vacant lands and are fairly divided amongst multiple landowners/developers that will benefit from the servicing extension. The lot area fee would be collected as a condition of site plan approval, severance or subdivision, providing access to services for future development.

3.0 Water, Sanitary and Storm Sewer Connections and Applications

A municipal **Service Connection Permit** is required for any private property that is requesting to connect to the municipal watermain, sanitary, and/or storm sewer system, unless permission to connect is granted under an alternate Township approved contract. The issuance of Service Connection Permit shall constitute as Township's Infrastructure Services Department written approval to connect to and use the Township's water supply and sanitary/storm collection and treatment systems, as required by the Township of Wellington North's By-Law 094-16 (Sewer System Connection), By-Law 093-16 (Water Use Connection), By-Law 18-10 (Sewer System Inspection of Connections) and By-Law 095-16 (Sewer System Usage).

To obtain a Service Connection Permit, the applicant must first submit a request for pre-consultation and payment of applicable fee shall be submitted to Infrastructure Services Department. This will start the Infrastructure Services initial review of the existing servicing in the area to determine the serviceability of the property.

Upon Infrastructure Services review of the property the applicant will be directed to one of the following permits. **Service Connection Permit** or **Service Connection Permit – New Service**.

Following the mandatory pre-consultation meeting, the Township will provide the related available As Constructed drawings for reference which indicate the location of the existing infrastructure for which the new services will be connected. The available As Constructed drawing information provided by the Township provided "as is" without warranty of any kind. The Township does not accept any responsibility or liability for the accuracy, content, completeness, legality, or reliability of the information provided. It is the responsibility of the applicant and contractor to field verify.

3.2 Municipal Service Connection Permit

Following the mandatory pre-consultation meeting when staff have determined that existing municipal services are located at property line, a Service Connection Permit may be issued, include payment for any applicable fees and charges in the current bylaw, to grant the private connection to municipal services.

3.2.1 Service Connection Fee

During capital construction projects, in an effort to preserve our roadways and infrastructure, the Township may elect to stub services into select properties where a future development is possible. By installing services into potentially developable lots, the Township hopes to prevent the need for future servicing projects within a Right-of-Way, as additional road cuts and inline connections can negatively impact the longevity of the Township owned infrastructure.

The cost of installing this additional service is then held by the Township, until a future development wishes to connect. During the Township's review of a Service Connection Permit, the Township will add the exact cost of the services to the Fees and Charges chart, to be paid by the owner in conjunction with the applicable Fees and Charges By-law.

If the cost of installation of the service cannot be found in previous records/contracts, then the Owner will pay the Township's service connection fee.

It is the Owner's responsibility to verify the condition of an existing sanitary or storm service via CCTV footage prior to connection. If the condition of the existing service is found to be deficient, then the Owner must install a new service at their cost and in accordance with the **Service Connection Permit – New Service**.

3.3 Municipal Service Connection Permit – New Service

This permit requires that the applicant engages with Infrastructure Services to determine what submission requirements are needed for the proposed new servicing works. Infrastructure Services will direct the applicant to this permit when no existing service(s) are provided from main to property line or when service main extensions are required. If sufficient infrastructure or service extension is required within an abutting Right-of-Way to service the property, the Owner will need to enter into a **Service Finance Agreement**. The owner shall be responsible for the completeness and accuracy of the information furnished on the Service Connection Permit application and in the plans at the time of making the application.

Following the mandatory pre-consultation meeting, the Owner shall submit the Service Connection Permit – New Service application to Infrastructure Services department. Application form is to include payment for any applicable fees and charges from the current bylaw and be accompanied by any and all plans that may be required by the Township to determine if the application is in accordance with applicable Guidelines and the standards, specifications and requirements of this Policy. The owner shall be responsible for the completeness and accuracy of the information furnished on the Service Connection Permit application and in the plans at the time of making the application.

3.3.1 Servicing Drawings

A Servicing Plan prepared by a Professional Engineer of Ontario or Ontario Land Surveyor is required to be submitted with your Service Connection Permit application which identifies the size and location of the proposed service laterals, existing watermain and sewers mains, utilities, details of existing road, boulevard, and sidewalk including limits of restoration required, and proposed entrance. All Servicing drawings must be designed in accordance with applicable Guidelines and the Township Servicing Standards, Ontario Regulations and guidelines and requirements of this Policy. All effort shall be made to keep water services out of driveways.

Service connections for Commercial, Industrial and Institutional properties/uses and Fire Suppression shall be sized according to the intended use and designed and approved through the Site Plan Control process. Engineering design submission is required.

The stamped engineered drawing(s) must be reviewed and accepted by the Infrastructure Department prior to approval of the Service Connection Permit.

3.3.2 Security Cost Estimate

The applicant is required to submit either a cost estimate from the qualified engineer that completed the servicing design, or the pre-qualified contractor quotation that was selected by the applicant to carry out the servicing works. Infrastructure Services will review the cost estimate to verify that it accurately covers the cost of all the required Right of Way works. Each estimate is to include an itemized breakdown to accurately display the costs for different aspects of the construction.

The Owner shall, prior to commencing any works on the Township property supply the Township with cash or a letter of credit (the “Offsite Works Security Deposit”) in

form satisfactory to the Treasurer and in an amount of 100% the amount of the cost estimate to a maximum of TWENTY THOUSAND DOLLARS (\$20,000) to sufficiently guaranteeing the satisfactory completion of the offsite works on Township property and further guaranteeing the workmanship and materials and the repair of all damage to works or facilities required for a minimum period of one (1) year from the date of substantial completion, and receive written approval from the Township Infrastructure Services Department.

When the work is completed to the satisfaction of the Township Infrastructure Services Department and proof of payment to the contractor has been submitted, the Security may be reduced to FIVE THOUSAND DOLLARS (\$5,000) and shall not be further reduced until the Township Infrastructure Services Department has approved the works at the end of the said minimum one (1) year period. No interest shall be payable on any such security deposit. The Township will not be required to provide Final Acceptance during the winter months or any other time of year when inspection of the Works and services is impractical due to snow cover or other adverse conditions.

In the event that deficiencies occur prior to the expiration of the maintenance period, and the Owner fails to comply, within thirty (30) days written notice, with a direction to carry out such work or matter, the Township may draw on the letter of credit and enter onto the subject lands and complete all outstanding works or matters, and pay all costs and expenses incurred thereby from the proceeds so drawn.

3.3.3 Approved Service Connection Contractor

- (a) If it is determined that service laterals must be installed within municipal right of way, from the main to the property line, the Property Owner must secure a contractor from the Township's **Approved Service Connection Contractor list** to construct the required works and confirm the costs for the service installation. This agreement for the installation and payment of the service lateral in the Township's Right of Way, is solely between the Property Owner and the Approved Service Connection Contractor.
- (b) It is difficult to forecast the cost for installation of services due to a number of site specific variables including season, existing ground conditions, utility conflicts and length of service. All existing conditions must be field verified by the Approved Service Connection Contractor.

- (c) The Approved Service Connection Contractor and Property Owner must confirm pricing and notify the Infrastructure Services Department in writing to confirm that an Approved Service Connection Contractor has been retained to complete the work in the Township's Right of Way. The Township does not comment on pricing or terms of payment for this work.

- (d) It is the responsibility of the contractor to obtain all locates. A pre-construction meeting is to be requested by the Owner to the Township at a minimum of 7 days in advance of the start of construction. The contractor shall provide the following a minimum of seven (7) days in advance of start of construction to the Township for review and approval:
 - i. Certificate of Insurance with Commercial General Liability including products and completed operations and automobile liability in the amount of five million dollars (\$5,000,000). The policy shall be endorsed to name The Corporation of the Township of Wellington North as an additional insured and cannot be altered, cancelled, or allowed to lapse unless prior notice by registered mail have been received thirty (30) days in advance to the Township.
 - ii. WSIB Clearance Certificate.
 - iii. Construction Schedule.
 - iv. Product and material list in accordance with Township Municipal Servicing Standards.
 - v. Traffic Control Plan in accordance with OTM Book 7.
 - vi. Watermain Commissioning Plan, if applicable.
 - vii. Testing requirements of services. (ie. CCTV of main and services to ensure proper connection to main and no infiltration or deficiencies are identified, mandrel testing of new main installed, etc) (provided after installation complete).
 - viii. List of subcontractors, if applicable.

- (e) Construction season for service connection works within the municipal Road Allowance is generally restricted between May 15 and October 31 of each year to ensure quality work is installed and to the satisfaction of the Township.

- (f) Township staff will complete full-time inspection of the service works being installed. The Township may also require the Township's consulting

engineer inspector to be present during the work, or may accept the applicant's consulting engineer if warranted.

- (g) All work and materials shall conform to the current Municipal Servicing Standards and Ontario Regulations.

3.3.4 Private Service

- (a) The continuation of the service from the property line to the building on private property can be completed with the owner's private contractor, working under the applicable permits from the Chief Building Official and the Ontario Building Code.
- (b) In the event that a person connects to the Township's water, sanitary and/or storm sewage works, and/or installs a water, sanitary and/or storm sewer service connection in a manner other than provided for in this Policy, the Infrastructure Services Department has the authority to order, at the owner's expense:
 - i. Re-excavation of the connection for the purpose of inspection and testing and subsequent reinstallation of the works in compliance with this Policy; or
 - ii. Disconnection of the service connection, which shall not be reinstalled and/or reconnected without prior written permission of the Infrastructure Services Department and must be within full compliance with the requirements of this Policy.

3.4 Service Connection Permit Approval

- (a) It is recommended that a Service Connection Permit be applied for in conjunction with a Building Permit. Approval times may vary.
- (b) Once a complete application including all supporting documentation, notification from the Approved Service Connection Contractor undertaking the work, see section 3.2.3, and all associated fees, securities and insurance have been collected, the Infrastructure Services Department may grant final approval for connection.

- (c) No connection shall be made until:
- Service Connection Permit has been issued.
 - All associated fees have been paid.
 - Building Permit has been issued.

3.5 New or Change of Use Connections

- (a) When required by the Township, the developer shall provide supporting engineering calculations prepared by a profession engineer of Ontario that the connection to an existing system has adequate capacity and/or pressure in a Road Allowance or easement abutting a principle boundary of the property to be served, and to the satisfaction of the Township.
- (b) No person, including the owner or occupier, shall connect to the Township's water, sewage and/or storm works or make changes or alterations to an existing connection to the Township's water and/or sewage works without the written approval of the Infrastructure Services Department and in compliance with this Policy.

3.6 Service Connection Requirements

- (a) A water, sanitary and storm sewer service shall be required as per the Municipal Servicing Standards for:
- i. Each single detached dwelling;
 - ii. Each semi-detached dwelling;
 - iii. Each unit of a linear row housing dwelling; and
 - iv. Each unit of stacked townhouse dwelling.
- (b) A separate and independent water, sanitary and storm sewer service and water meter shall be required for:
- i. Commercial property;
 - ii. Multi-use property;
 - iii. Industrial property; and
 - iv. Institutional property

- (c) A separate and independent water, sanitary and storm sewer service and water meter is not required for Additional Residential Units that meet the definition in the Township's zoning by-law and is registered with the Township as such, but shall be connected to municipal water, and sanitary sewer services through the primary residential unit municipal connection. Water servicing to the ARU(s) shall be connected downstream of the primary residential unit's water meter.
- (d) Each and every water service connection shall be equipped with a municipal shut-off valve that shall be located on municipal property at or near the property line or a location authorized in writing by the Infrastructure Services Department.
- (e) Each and every water, sanitary sewer and/or storm sewer service connection shall be installed and connected to the Township's watermain, sanitary and/or storm sewer along the frontage of the property unless otherwise authorized in writing by the Infrastructure Services Department.
- (f) A separate connection service meter installed for irrigation and/or fire sprinkler systems is not permitted.

3.7 Exemptions

Any exemptions to this policy shall be at the discretion of the Infrastructure Services Department and all approvals for exemptions shall be in writing.

4.0 Demolitions

4.1 Demolition of Building:

- (a) An application to disconnect services must be made on the approved form prior to issuance of a Demolition Permit under the Building Code Act.
- (b) An owner who has received a permit to demolish a building on a property shall notify the Township in writing at least seven (7) days in advance of the date on which the water supply to the property is to be terminated, and shall make an appointment with, and provide access to the Township to accommodate a final water meter reading, the removal of the water meter

and the remote readout unit from the property, turn-off of the water supply at the shut-off valve and to allow for inspection of the water service disconnection.

- (c) The owner or an agent of the owner shall be present at the property when the final water meter reading is taken, the water meter is removed, and the water supply is turned off.
- (d) Should the owner have no plans to reconnect services within twelve (12) months the Township may require that the services be disconnected and capped with a water tight cap at the property line and to have all services marker with a wooden placed to grade as per the Municipal Servicing Standards drawings so that services can easily be located for future use, at the expense of the owner.
- (e) The Service Connection Demolition Permit fees include staff time for inspection, and the turn off of the water supply to the property.
- (f) In the event an owner fails to provide access to a property prior to demolition of a building on the property the owner shall pay to the Township an amount equal to the cost of a new water meter and remote readout unit of the same type and size that was unable to be recovered by the Township from the property in accordance with the amounts specified in the current fees and charges bylaw.
- (g) In addition to the amounts payable under subsection 4.1 (f), the owner shall also pay for the amount of water consumption from the last water meter reading date to the date of the disconnection of the water service connection from the waterworks.
- (h) Notwithstanding subsections 4.1 (f), if the Township determines that it is not necessary to recover a water meter from a property to be demolished, the Treasurer shall notify the owner in writing.
- (i) Upon receipt of a notice from the Manager of Environmental Services following the inspection required under subsection 4.1 (b), and provided that

the water meter has been removed or determined unrecoverable per subsection 4.1 (h), the owner may proceed with the demolition.

- (j) The owner shall be responsible for the payment of the fixed rate charge specified in the fees and charges by-law, until such time as the services are disconnected and capped as required under subsection 4.1 (d) and inspected by the Township.
- (k) No payment of the fixed rate is required once services have been disconnected and capped at the property line or at watermain, sanitary and/or storm sewer main as required under subsection 4.1 (d) and are deemed no longer usable and while the property remains vacant. The property at the time of redevelopment or erecting of a building, would be subject to connection requirements.
- (l) An existing water, sanitary and/or storm sewer connection to a vacant lot will not be replaced by the Township as part of a capital project, while the property remains vacant unless approved by the Infrastructure Services Department.

5.0 Area Charges and Connection Charges Fees

5.1 Area Charges:

- (a) Some local improvement or special service projects may be broken-down into an area charge listed in the current fees and charges by-law.
- (b) Area charges are calculated based upon the rates adopted by Council included in the current fees and charges by-law.

5.2 Connection Charges:

- (a) Connection charges shall be applied to all properties that have an existing service connection provided at property line that was installed through a Local Improvement Project or Special Service Project and paid as noted in the current fees and charges by-law prior to connection works commencing.

- (b) Connection charges for some local improvement or special service projects may have two components: service connection fee and area charges. In such cases, the total cost of the service connection is broken down and indicated in the current fees and charges by-law.
- (c) Connection charges shall not be applied to new lots created through a Subdivision Agreement intended for ultimate municipal assumption and developed while subdivision is not assumed. Connection charges are applicable to vacant lots once the Township has assumed the subdivision for a minimum of 10 years.
- (d) Connection charges shall not be applied to Service Connection Permit – New Service when the Owner will be paying full cost to have new service(s) installed. When the development has a mixture of existing services (ie. Existing water and sanitary services) and require a new service (ie. Storm service), Service Connection fee will also be applied to the applicant.
- (e) Connection charges are calculated based on the rates adopted by Council included in the current Fees By-law.

6.0 Cost Sharing

In some cases the Township may participate in servicing projects on municipal roads with the developer to facilitate more affordable servicing of development lands or improve existing service capacities.

Costs for the provision of water, sewer and stormwater services for projects requested by developers or other property owners, may be financed through the provision of Sections 326 (Special Service Area) or 391 (Fees and Charges) of the Municipal Act, 2001. The area affected by the extension of services will be reviewed.

If affected properties have existing services, the cost of water and sewer services will be paid through general user fees while roads and stormwater costs will be paid through general tax revenue. If the properties do not have these services, the services will be taken to the lot line, with costs allocated to the benefiting landowners on the

basis of frontage, catchment areas or some other rational criteria. Under section 326, the costs will be designated as “special services”, and a “special local municipality levy” will be raised on the affected properties.

7.0 Relationship between Service Connection Permit and a Building Permit

7.1 A Service Connection Permit regulates the installation and inspection of service connection pipes from the municipal system to the property line. The Infrastructure Services Department will administer and issue a Service Connection Permit.

7.2 A Building Permit regulates the installation and inspection of piping on private property from property line to a building. The Building Department will administrate this portion of the process through plans examination, site inspection and permit issuance.

To request an alternate format of this document, please contact township@wellington-north.com or 519-848-3620