



## City of Richmond

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## Bulletin Engineering Division

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### Service Connection Requests

**No.: ENGINEERING-01**

**Date: 2007-12-21**

**Revised: 2008-05-02**

#### Purpose:

- To inform owners, designers and contractors of City requirements for service connection design drawings when applying for Building Permit or subdivision.

#### Background:

- The City provides a user-pay utility connection installation service for a fixed fee established in the Bylaws for Water (No. 5637), and Sanitary and Storm (No. 7551) connections. The fees only cover installation costs and does not include the provision of accurate, field-verified design drawings necessary to identify the proper location of service connections and all obstructions, and to facilitate the installation process.

#### Implementation:

- To ensure that the service connection will function properly, and can be installed efficiently without incurring additional, unnecessary expense, effective January 1<sup>st</sup>, 2008, the City of Richmond requires a sealed (by a professional designer), hard copy scaled drawing(s), in accordance with City Standards, including, but not limited to the following. **Grades must be given to geodetic datum:**
  - Full lot footprint showing legal dimension on each side;**
  - Finished grade at all service connection points (existing and proposed);**
  - Driveway offset and width from property line;**
  - Offsets from property lines for all connections existing or proposed, including size and invert, at connection point of all connections intended to be used or installed;**
  - Rim elevation and invert of existing sanitary and storm inspection chambers that are not abandoned;**
  - Rim and invert elevations of any existing manholes within construction area;
  - Size and offset from property line of all existing City underground mains adjacent to site;
  - Offset from property line of existing underground Private Utilities (e.g. Hydro, Telus, Cable & Gas); and
  - Existing utility inverts at crossing of proposed utility connections.
- The design will conform to Richmond Design Specifications, clearly illustrating the existing and proposed connections.
- With the 2008 bylaw amendments for Waterworks and Water Rates (No. 8312), and Drainage, Dyke and Sanitary Sewer System (No. 8284), the applicant may request that the City produce the design drawings for a fee established under the respective bylaws (Schedule D of the Waterworks and Water Rates Bylaw, and Schedule A and B of the Drainage, Dyke and Sanitary Sewer System Bylaw). **Applicants selecting this option must provide information Items 1 to 5 listed above as a minimum.** For further clarification, please contact Chris Blackwell at 604-276-4027.

See over →

# City of Richmond Bylaws

## Waterworks and Water Rates (No. 5637)

### Section 2 (a) and (d)

- “(a) Every property owner wishing to connect a property to the **City** water system must, prior to making such a connection:
- (iv) submit a design plan or drawing of each proposed connection, including:
    - a. existing services;
    - b. proposed services;
    - c. the location of buildings, trees, driveways, and sidewalks;
- which plan or drawing has been prepared by a professional engineer in accordance with the current version of Design Specifications, a publication of the City’s Engineering Department.
- (d) At the option of the applicant, a design plan or drawing referred to in paragraph (a)(iv) may be prepared by the City for the fee specified in Schedule D.”

## Drainage, Dyke and Sanitary Sewer System (No. 7551)

### Section 1.2.1(c) and (d)

- “1.2.1 Subject to subsection 1.2.2, every owner wishing to connect a property to the **sanitary sewer** system or to the **drainage system** must, prior to installation:
- (c) submit a design plan or a drawing of each proposed connection, including:
    - (i) existing services;
    - (ii) proposed services;
    - (iii) the location of buildings, trees, driveways and sidewalks;
- which plan or drawing has been prepared by a professional engineer in accordance with the current Design Specifications, a publication of the **City’s** Engineering Department; and
- (d) at the option of the applicant, a design plan or drawing referred to in paragraph (c) may be prepared by the **City** for the fee specified in Schedule A, Section 3 or Schedule B, Section 3, as applicable.”