



THE CITY OF ALEXANDER CITY

Application for Sewer Service

Overview of Process

Section I of the attached “Application for Sewer Service” must be completed by the applicant and submitted to the Building Official. The Building Official will review the application to ensure that all necessary information has been provided. The Building Official will then forward the application to the Sewer Maintenance Department. The Sewer Superintendent may contact the applicant for an on-site meeting with the applicant to evaluate the logistical feasibility of obtaining sewer service. If needed, for consideration of feasibility, the applicant must be able to provide the Sewer Superintendent with an estimate of the finish floor elevation. The Sewer Superintendent will then complete Section II and forward the application to the City Engineer for final review. The City Engineer will complete Section III either *approve*, *approve with special provisions*, or *deny* the application. The entire process should take no longer than five (5) working days; however, every effort will be made by the City to expedite the process. If the service is approved, the sewer tap fee can be paid by the applicant at that time.

Building Department

City Building Official (256) 329-6714
Gaines Hodnett gaines.hodnett@alexandercityal.gov

Administrative Assistant (256) 329-6712
Kristen Powell kristen.powell@alexandercityal.gov

Public Works

City Engineer (256) 409-2020
Gerard Brewer gerard.brewer@alexandercityal.gov

Sewer Superintendent (256) 409-2000
Mike Waldrop mike.waldrop@alexandercityal.gov

Instructions for Completing Application

The applicant must complete all of Section I of the application. Be sure to include all possible contact telephone numbers to ensure that the Sewer Superintendent is able to make contact in a timely manner. The applicant’s signature is required.

A designated blank area is provided in Section I. Use this space to provide a detailed site plan (hand-drawn) that specifies all pertinent information about the site such as the road, structure, lot lines, driveway, right-of-way, ditches, storm inlets, culverts, existing sewer line, large trees or other obstructions, and any other information that might affect the sewer service line. Please note that the hand-drawn site plan does not have to be to scale.

Application for Sewer Service
City of Alexander City

SECTION I: Applicant/ Building Department

Name of Applicant: _____ Date: _____

Street Address/ Location for Structure: _____

Applicant Contact Information:

Home: _____ Cell: _____ Office: _____

Email: _____ Other: _____

Hand-drawn site plan of proposed sewer: (please provide all pertinent information, including property lines, nearest existing sewer, roads, right of way, other utilities, any needed easements, location of structure, etc.)
See attached Instructions or call any of the listed contacts with questions.

By signing this application, the applicant is in full consent of contacting the Alexander City Utility Department by calling (256) 329-6707 in regards to additional utility deposits required for utility services

(Applicant's Signature)

(Date)

(Building Official's Signature)

(Date)

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City of Alexander City

SECTION II: Sewer Maintenance Department

Date Received: _____

Evaluation		
Based on estimated finish floor elevation provided by the applicant, will gravity sewer meet minimum slope requirements of the City policy?	YES	NO
Based on estimated finish floor elevation provided by the applicant, will the City require a pressure-relief apparatus and the associated liability release form?	YES	NO
Will any pumps or other special equipment be required?	YES	NO
Are any private easements required?	YES	NO

(Sewer Maintenance Superintendent's Signature)

(Date)

SECTION III: City Engineering Department

Date Received: _____

Based on review of the information provided on this application of the Applicant and the Sewer Maintenance Department, the sewer tap is:

APPROVED

APPROVED WITH SPECIAL PROVISIONS
(Listed Below)

DENIED

Provisions/ Comments: _____

(City Engineer's Signature)

(Date)