



# TOWN OF HEBRON

**ESTABLISHED 1890**  
**BUILDING DEPARTMENT**

107 N. Main Street | P.O. Box 478 | Hebron, Indiana 46341

**BRADFORD LADWIG**  
**BUILDING COMMISSIONER**  
Office 219-996-4641  
Fax 219-996-7494

EMAIL:  
[hebronbuilding@hebronindiana.org](mailto:hebronbuilding@hebronindiana.org)

## WATER TAP PERMIT GUIDE

### Application Requirements

1. Legal description of the property
2. Scale drawings, blueprints with elevation view showing all dimensions
3. Registered Town of Hebron Contractor and/or Subcontractor(s) for current year
4. Completed permit application

### Building Code and Zoning Requirements

#### **Residential:**

1. Contractor MUST CALL INDIANA811 before you dig.
2. The pipe depth shall normally be laid to a depth of at least 48 inches and no more than 72 inches below proposed grade.
3. The Hebron Water Department will provide a 1" service line from the water main to the curb stop on the property line.
4. Contractor shall dig a trench from the curb stop to the entry point of the building and shall install a 1" water line and a meter setter inside the building for the water meter.
5. The water meter will be provided and installed by the Town of Hebron Water Department.
6. Two shut off valves are required. One before and one after the water meter, per dwelling.

#### **Commercial or Industrial:**

1. Contractor MUST CALL INDIANA811 before you dig.
2. The pipe depth shall normally be laid to a depth of at least 48 inches and no more than 72 inches below proposed grade.
3. Contractor shall have the excavation complete, tapping sleeve and valve installed. This must be inspected by the Hebron Water Department prior to the tap being made. Call (219) 996-4641 at least 24 hours prior to schedule an inspection.
4. Contractor shall dig a trench from the curb stop to the entry point of the building and shall install the water line and a meter setter inside the building for the water meter.
5. A Licensed Plumber shall install an approved back flow device inside the building.
6. The water meter will be provided and installed by the Town of Hebron Water Department.
7. Two shut off valves are required. One before and one after the water meter.
8. A Water Main used for fire suppression (6" or above) shall be pressure tested according to the applicable AWWA Standards.
9. Materials used shall be approved by the Town of Hebron for installation.
10. Backfilling, seeding, sidewalk, road repair and other restoration is the responsibility of Contractor.
11. The contractor must be experienced at performing taps.



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### WATER TAP PERMIT APPLICATION (Residential - Commercial - Industrial)

PERMIT # \_\_\_\_\_

PERMIT FEE \$ \_\_\_\_\_

APPLICATION DATE \_\_\_\_\_

ESTIMATED DATE OF COMPLETION \_\_\_\_\_

**Residential** (Choose one):

Single-Family

Two-Family

Multi-family

**Commercial**

**Industrial**

#### PROPERTY LOCATION

SITE ADDRESS \_\_\_\_\_

PARCEL NUMBER \_\_\_\_\_

#### PROPERTY OWNER

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, STATE, ZIP CODE \_\_\_\_\_

HOME PHONE # \_\_\_\_\_ CELL # \_\_\_\_\_ WORK # \_\_\_\_\_

#### GENERAL CONTRACTOR

COMPANY NAME \_\_\_\_\_ LICENSE# \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, STATE, ZIP CODE \_\_\_\_\_

WORK PHONE # \_\_\_\_\_ CELL # \_\_\_\_\_ HOME # \_\_\_\_\_

E-MAIL \_\_\_\_\_

COMPANY OWNER'S NAME \_\_\_\_\_

COMPANY OWNER'S HOME ADDRESS \_\_\_\_\_

CITY, STATE, ZIP CODE \_\_\_\_\_



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## DETAILS OF CONSTRUCTION (WATER)

TAP SIZE:      5/8"              3/4"              1"              1 1/2"              2"              4"              6"

PIPE TYPE              COPPER              PEX              C900              DUCTILE

LENGTH OF PIPE \_\_\_\_\_ DEPTH OF PIPE \_\_\_\_\_

## APPLICATION CHECKLIST (Required to be completed by Applicant)

REGISTERED GENERAL CONTRACTOR AND SUBCONTRACTORS

SITE PLAN DRAWN WITH DIMENSIONS AND CLEARLY LABELED

MUST BE EXPERIENCED CONTRACTOR TO PERFORM TAP

CALL 811 BEFORE DIGGING

## DRAWING/PLAT CERTIFICATION

THE UNDERSIGNED HEREBY CERTIFIES THAT THE IMPROVEMENTS SHOWN ON THE ATTACHED DRAWING / PLAT ARE WITHIN MY BOUNDARIES AND MEET ALL APPLICABLE SETBACK REQUIREMENTS OF THE HEBRON MASTER PLAN.

REVIEWED AND SUBMITTED

## APPLICANT CERTIFICATION

ALL WORKMANSHIP AND MATERIALS SHALL CONFORM TO THE STANDARD OF THE TOWN OF HEBRON ORDINANCES AND GUIDANCE INFORMATION SUPPLIED BY THE TOWN. ACCEPTANCE AND APPROVAL MUST BE MADE BY THE TOWN INSPECTOR OR HIS DULY AUTHORIZED REPRESENTATIVE BEFORE BACKFILLING. ANY VIOLATION OF THE APPLICATION REGULATIONS OR REQUIREMENTS WILL CAUSE ALL LINES AND APPURTENANCES IN VIOLATION TO BE REMOVED AND REPLACED AT THE OWNER'S EXPENSE. THE TOWN OF HEBRON IS RESPONSIBLE FOR THE INSPECTION, APPROVAL OF MATERIALS AND INSTALLATION TECHNIQUES ONLY. ALL COST FOR MATERIALS, INSTALLATION AND ANY LIABILITIES RESULTING FROM SAME IS THE SOLE RESPONSIBILITY OF THE PROPERTY OWNER. I HAVE READ AND FULLY UNDERSTAND THE ABOVE PROVISIONS AND AGREE TO COMPLY BY SAID PROVISIONS. I HEREBY CERTIFY THAT ALL WATER LINES TO THIS BUILDING WILL BE CONNECTED TO THE BUILDING WATER CONNECTION ONLY.

THE INFORMATION WITHIN AND ALL ATTACHED EXHIBITS, ARE TO THE BEST OF MY KNOWLEDGE AND BELIEF TRUE AND CORRECT. THE OWNER, LESSEE, OR CONTRACTOR HEREBY AGREES TO ABIDE BY AND COMPLY WITH THE CONDITIONS OF ALL BUILDING AND HEALTH LAWS OF THE STATE OF INDIANA, AND THE UNIFIED DEVELOPMENT ORDINANCE OF THE TOWN OF HEBRON, INDIANA. FURTHERMORE, THE APPLICANT UNDERSTANDS THAT ANY VARIATION OR VIOLATIONS FROM THE PROVISIONS OF THE ABOVE MENTIONED LAWS AND ORDINANCES OR CONDITIONS SHALL CONSTITUTE A CAUSE FOR REVOCATION OF THIS PERMIT. ALL MUNICIPAL AND STATE CODES WILL BE FOLLOWED OR WILL BE FINED ACCORDINGLY.

CONTRACTOR, OWNER OR AGENT:

\_\_\_\_\_  
Signature (sign in ink)

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date