



CITY OF SOMERVILLE, MASSACHUSETTS
WATER & SEWER DEPARTMENT
JAKE WILSON
MAYOR



Checklist for Water & Sewer Tie Cards

- Individual tie cards are required for each utility (domestic water service, fire protection water service, & sewer service)
- Shall include size, material, and length of each service from the main into the building
- Building shall be drawn to match the as-built condition of the building and identify the building's address (proper shape)
- Shall include the install date, install by, ties taken by, and the date the ties were taken
- Shall include ties (distance) from at least 2 different points (corners of the building, poles, manhole structures, etc.) to the water shut off valves, sewer clean outs, bends in the sewer and to the connection at the City's main for both water and sewer
- Shall identify the location of the shut off valve and any sewer clean outs or bends (sidewalk, street, etc.)
- Shall include the size of the main and material if known
- Shall include photos of the water tap into the main, the corporation gate, the sidewalk shut off gate, and any other applicable photos of the trench and service installation.

Disclaimers:

1. Every effort has been made to create a comprehensive list of requirements; however, the Water & Sewer Department may require additional information or services not included in this checklist.
2. This document is subject to change at the City's discretion.



CITY OF SOMERVILLE, MASSACHUSETTS

SERVICE ADDRESS:

WATER Tie Card – Domestic Service

Install Date: _____

Install by: _____

Ties taken by: _____

Ties taken Date: _____

Water Service (Main to Curb):

Size: _____ **Material:** _____

Water Service (Curb to House):

Size: _____ **Material:** _____

Property Line

A diagram showing three horizontal lines representing utility boundaries. The top line is a single line with an arrow pointing to it from the label 'Property Line'. Below it is a double line with an arrow pointing to it from the label 'Curb Line'. At the bottom is a thick blue line with an arrow pointing to it from the label 'Water Main'.

Curb Line

Water Main



CITY OF SOMERVILLE, MASSACHUSETTS

SERVICE ADDRESS:

WATER Tie Card – Fire Protection

Install Date: _____

Install by: _____

Ties taken by: _____

Ties taken Date: _____

Water Service (Main to Curb):

Size: _____ **Material:** _____

Water Service (Curb to House):

Size: _____ **Material:** _____

Property Line

A diagram showing three horizontal lines representing utility boundaries. The top line is a single line with an arrow pointing to it from the label 'Property Line'. Below it is a double line with an arrow pointing to it from the label 'Curb Line'. At the bottom is a thick blue line with an arrow pointing to it from the label 'Water Main'.

Curb Line

Water Main



CITY OF SOMERVILLE, MASSACHUSETTS

SERVICE ADDRESS:

SEWER Tie Card

Install Date: _____

Install by: _____

Ties taken by: _____

Ties taken Date: _____

Sewer Service:

Size: _____ **Material:** _____

Property Line

A diagram showing three horizontal lines representing different boundaries. The top line is a single line with an arrow pointing to it from the label 'Property Line'. Below it is a double line with an arrow pointing to it from the label 'Curb Line'. At the bottom is a thick green line with an arrow pointing to it from the label 'Sewer Main'.

Curb Line

Sewer Main



CITY OF SOMERVILLE, MASSACHUSETTS

SERVICE ADDRESS:

Photos of the Water and Sewer Trench & Installation