



## Water Service Upgrade Worksheet

The Village of Oak Park P: 708.358.5430  
 123 Madison Street F: 708.358.5441  
 Oak Park, Illinois 60302-4272 TTY: 708.383.0048  
[www.oak-park.us](http://www.oak-park.us) [permits@oak-park.us](mailto:permits@oak-park.us)

The purpose of this worksheet is to provide information about water services and associated work to the Development Customer Service Department. It is required for all water service/meter modifications.

Address of Water Service \_\_\_\_\_

Owner Name \_\_\_\_\_ Phone \_\_\_\_\_

Owner e-mail \_\_\_\_\_

What is service supplying?

- Domestic Only  
(Provide Sizing Worksheet)
- Fire Sprinklers Only  
(Provide Fire Demand Flow )
- Both Domestic & Fire  
(Provide full calculations )

Proposed Size of  
New Service Line

- 1" (min. size)
- 1-1/2"
- 2"
- Other: \_\_\_\_\_

Proposed Size of  
New Water Meter

- 3/4"
- 1"
- 1-1/2"
- 2"
- Other \_\_\_\_\_

Existing Water Service:  
Mat'l: \_\_\_\_\_ Size: \_\_\_\_\_  
Meter: \_\_\_\_\_

**NOTE**

The size requested cannot be less than the sizes approved by the Village

**The following information needs to be completed by the Public Works Water Division.  
 Contact Public Works at 708.358.5700 to make an appointment.**

Does this water service qualify for the Lead Abatement Program? (circle one) YES NO

Is the existing Main Tap the correct size?	Yes	No	If No, size required? _____	Cost _____
Is the water service the correct size?	Yes	No	If No, size required? _____	Cost _____
Is the Curb Stop the correct size ?	Yes	No	If No, size required? _____	Cost _____
Do Connection Fees Apply?	Yes	No	If Yes, size required? _____	Cost _____
Is new water meter size required?	Yes	No	If Yes, size required? _____	Cost _____

Estimated Cost to Upgrade \_\_\_\_\_

The matrix below indicates who is responsible for making and restoring openings in the public Right-of-Way. For any opening noted as being made and/or restored by the contractor, an Opening Permit Application must also be submitted, approved, paid and issued before the Plumbing Permit will be issued.

	Making Opening(s)					Restore Opening(s)				
	Street	Parkway	Sidewalk	Driveway	Curb	Street	Parkway	Sidewalk	Driveway	Curb
Village	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contractor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not Applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Notes	Removal of all spoils required					Backfill with structural fill required				

Water Department Personnel  
Initials and Date \_\_\_\_\_

Customer  
Signature \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_

**INSTRUCTIONS:**

The purpose of this worksheet is to provide information about water services and associated work to the Development Customer Service Department and the Public Works Department. It is required for all water service/meter modifications.

Customers seeking replacement of a lead water service may qualify for assistance from the Village of Oak Park. To qualify, the property must be the primary residence of the customer and the existing water service must be documented as being lead material.

**OWNER INFORMATION:**

Complete address and owner information is required. Contact information is requested if there are any questions.

**SERVICE SUPPLY TYPE:**

List whether the water service is only for domestic use, fire sprinkler use, or a combined sprinkler & domestic use. Completion of the **WATER SERVICE SIZING WORKSHEET** is requested for any upgrades above the minimum requirement of one inch (1") service and three-quarter inch (3/4") meter.

**COST DETERMINATION:**

This section will be completed by the Public Works Department with cost basis as follows:

1. Approved water service sizes are 1" (minimum), 1 ½" and 2", Type K Copper tubing. Services larger than 2" diameter will require Class 52 Ductile Iron Pipe.
2. New B-box will be required for all new curb stops.
3. Full cost of the water meter will be charged if the existing meter does not meet the sizing requirement.

**CONSTRUCTION REQUIREMENTS:**

1. Oak Park Public Works Department shall have a minimum of three working days notice before any work in the right-of-way is started.
2. All spoils must be removed from site as excavations are made. The work area must be kept neat at all times.
3. All excavations shall be secured and protected while contractor is not on site.
4. Failure to complete all requirements may result in a partial or total forfeiture of Bond.