



City of Prince Albert

WEST HILL FLOOD PROTECTION PROGRAM FINAL NOTICE

April 4, 2007

To Whom It May Concern:

RE: West Hill Flood Protection Program Extension

At the March 26, 2007 Council Meeting the deadlines for applications for West Hill Flood Protection Program was extended to May 18, 2007 and the completion of work to August 31, 2007. To refresh, the proper procedure and eligibility requirements have been included.

Eligibility Requirements

1. If you have received this letter and are a property owner in the area indicated on the Schedule A map attached and,
2. If flooding occurred in you home due to overloaded primary sanitary sewer lines, on August 24, 2005

Procedure

- Obtain approval by writing a letter to the City of Prince Albert Public Works Dept. detailing flooding in your basement due to sanitary sewer overloading, including date of flooding. This needs to be done and approved by May 18, 2007. When delivering this letter pick up the rest of the forms needed to complete the process.
- Once approved obtain detailed work estimates from licensed plumber
- Complete the Technical Information Form detailing all the work that will be done and who the payment should be made out to.
- Obtain a City of Prince Albert Plumbing permit on behalf of plumbing contractor at City Hall
- Carry out the work that needs to be done
- Ask your plumber to arrange for the City Plumber to come and inspect the work before the work has been covered from view. Obtain the letter of Clearance/Completion, which is located at the bottom of the Plumbing Permit. Then finish covering the work

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- Complete the Acknowledgement form
- Submit, Acknowledgement form, invoice from plumber and Letter of Clearance/Completion to Program Administrator at City Hall Public Works Dept. by August 31st, 2007
- Wait for payment

If you have already started this process and were not able to finish within the scheduled deadline you may now finish this process and collect payment.

If you have any questions please feel free to call the Public Works Department or your Councillor, Ted Zurakowski.

Public Works Department

Fax: 953-4915

Ph: 953-4900

Councillor Ted Zurakowski

Fax: 922-7536

Home Ph: 764-6461

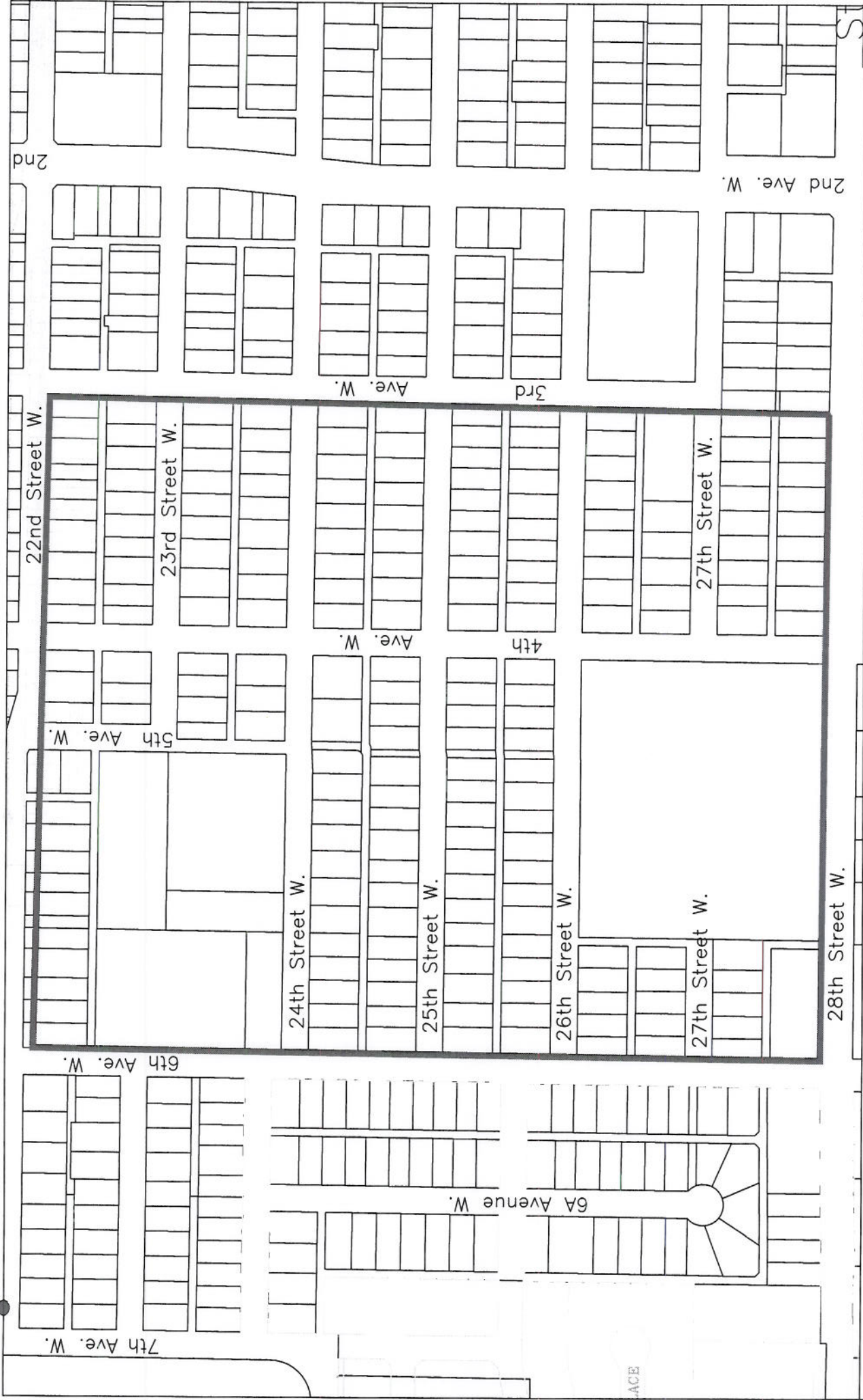
Email: westhillted@sasktel.net

Sincerely,



Keri Sapsford

Transportation Project Manager



SCHEDULE A:

**West Hill Flood Protection Policy
Eligible Property Owners**