

## Connecting to the City of Ann Arbor's Water and Sanitary Sewer Utilities

### Typical Township Annexation Case Study

I'm selling my house. I live in Ann Arbor Township. My address is one that has been determined will be in the City some day. I just had a well and septic inspection completed by the County and was told I must connect the house to sanitary sewer that they say is "available". What does this mean to me?

1. In order to complete the sale of the property, the buyer/seller must comply with the County's requirement – the owner must **begin the annexation process** – submit three notarized forms, two payments to the City of Ann Arbor. The city forwards the appropriate form and payment to Ann Arbor Twp. Note: some townships only require 2 notarized forms.) The annexation process can take 3-6 months.
2. The property owner must **submit notarized "outside city service agreement form(s)" for sewer and/or water**. City Code requires connection to all available utilities (both sanitary sewer and water if available). The agreement(s) spells out, among other things, the home's share of the cost of the utility main. The cost is also known as the "improvement charge." This utility main, typically located in the road in front of the house, was constructed with the intent to provide utility service to this property. Submitting the notarized agreement with fee and Improvement Charges payment allows connection to the city utility prior to the completion of the annexation process. These outside City Agreement forms are filled in by the City's Customer Service & Payment Center in cooperation with the property owner and includes an installment payment plan with interest, if requested, instead of a lump-sum payment. There is a fee for the agreement and the first installment is required with submission of the notarized agreement(s).
3. **Contractor costs**. The homeowner obtains estimates, selects a contractor, hires and pays that contractor to do the physical water and/or sanitary sewer connections from the property's dwelling to the city's utility main. The contractor also arranges and pays for any required city permits and inspections.
4. **Pay the connection charges** to the City of Ann Arbor at the Customer Service & Payment Center by check or credit card. Connection charges include the applicable sanitary sewer connection charge, sanitary sewer tap fee, water connection charge, water tap fee, and water meter fee.

More detailed information is provided online at [www.a2gov.org/WaterUtilityConnections](http://www.a2gov.org/WaterUtilityConnections)