

Town of Rutland

Water Connection Information & Instructions

for

Homeowners and Contractors

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Reference Drawings
(Pages 8-12)

- Sample Location Sketch
- Typical Service Connection to Water Main
- Typical Basement Meter Installation
- Typical Meter Pit Installation

Table 1 – Approved Contractors

<u>Contractor</u>	<u>Address</u>	<u>Phone Number</u>
Bach & Co.	11176 County Route 9 Clayton, NY	315/686-3083
Thomas Excavating	37 E Church St Adams, NY	315/232-2162 or 315/523-1072
Steven J. Hall	3128 NYS Rt. 12E Cape Vincent, NY 13618	315/654-3691
North Country Contractors LLC	12141 Whitney Rd Henderson, NY 13650	315/938-7080
Syracuse Utilities	17668 Old Rices Rd, Watertown, NY 13601	315/676-2021
W.D. Malone	708 County Route 7 Hannibal, NY	315/564-6784

- 3.5 All new connections must include a means for metering in order to accurately bill for the services provided. Meters will be provided and installed by the Town. If the new structure does not have a basement, then a separate meter pit will be required. If the service lateral is greater than 150 feet away from the mainline, then a meter pit will be required. Details for Typical Basement Meter Installation and Typical Meter Pit Installations are included in a separate document, *Town of Rutland Water System Design Standards*.
- 3.6 The Town has approved the use of either ¾" type K copper or 1" plastic (PEX, HDPE, PVC, etc). All water line must be approved for direct burial and acceptable for use in potable water systems.
- 3.7 Most water service determinations will be made within 30 days of receipt of a complete Water Service Application.

4.0 Technical Requirements

Technical requirements are presented in the *Town of Rutland Water System Design Standards* manual. Some basic installation details have been included for reference with this document. Customers may reference these details to determine acceptable pipe material, covering, backfill, etc. More complex systems may require that the customer hire an engineer licensed by the State of New York to complete the design.

5.0 Submittal Requirements

All new service connections must be reviewed and approved by the Town. The property owner must submit a completed Water Service Application to the Clerk with the minimum connection fee of \$400 and a Location Sketch. The location sketch must show the property boundaries, buildings, approximate length of service lateral with reference dimensions to two permanent structures, tie-in point to mainline, meter location and pit (if applicable) and any other relevant information. An example of an acceptable Location Sketch is attached for reference.

Town of Rutland Water Service Application

INSTRUCTIONS

- All information must be typed or legibly printed.
- All sections of the form must be completed to avoid delays in processing.
- The property owner must sign the form.
- Submit completed form with payment and Location Sketch to the Clerk in the Town/Village in which the new service is to be located.
- The Clerk will forward the application for Technical Review.
- You will be notified by phone if your permit has been approved or if your permit is missing information required to properly review. If your application is denied you will be notified in writing as to the reason.

GENERAL INFORMATION *(To Be Completed By Customer)*

Property Owner's Name: _____ Phone (____) _____

Owner's Address: _____ City _____ State ____ Zip _____

Job Address: _____ City _____ State ____ Zip _____

Tax Parcel ID No. _____ Residential Commercial

Approved Contractor: _____ Phone (____) _____

Contractor's Address: _____ City _____ State ____ Zip _____

Is the requested connection to serve an existing structure? Yes No

If yes, is the requested connection to relieve a failing well or septic? Yes No

If the requested connection is to serve a new structure, what is the anticipated occupancy date?

A Sketch of the new service connection **is attached**.

OWNER'S CERTIFICATION *(To Be Completed By Customer)*

Application is hereby made to obtain a permit to do the work and installation as indicated. I certify that I am the Owner of the property located at _____ and that I am requesting a permit to install a new water service.

In consideration of the granting of this permit, I agree to the following:

- 1) That no work or installation has commenced prior to the issuance of a permit;
- 2) That all work will be performed to meet the standard of all applicable State and Local laws regulating construction;
- 3) To maintain the water service lateral in accordance with the Town's requirements;
- 4) To schedule an inspection of the service with DANC before any portion of the work is covered and prior to connecting into the main water line.

Date: _____ Signed: _____

MUNICIPAL REVIEW *(To Be Completed By Municipality)*

Is a new/updated property easement required? No Yes

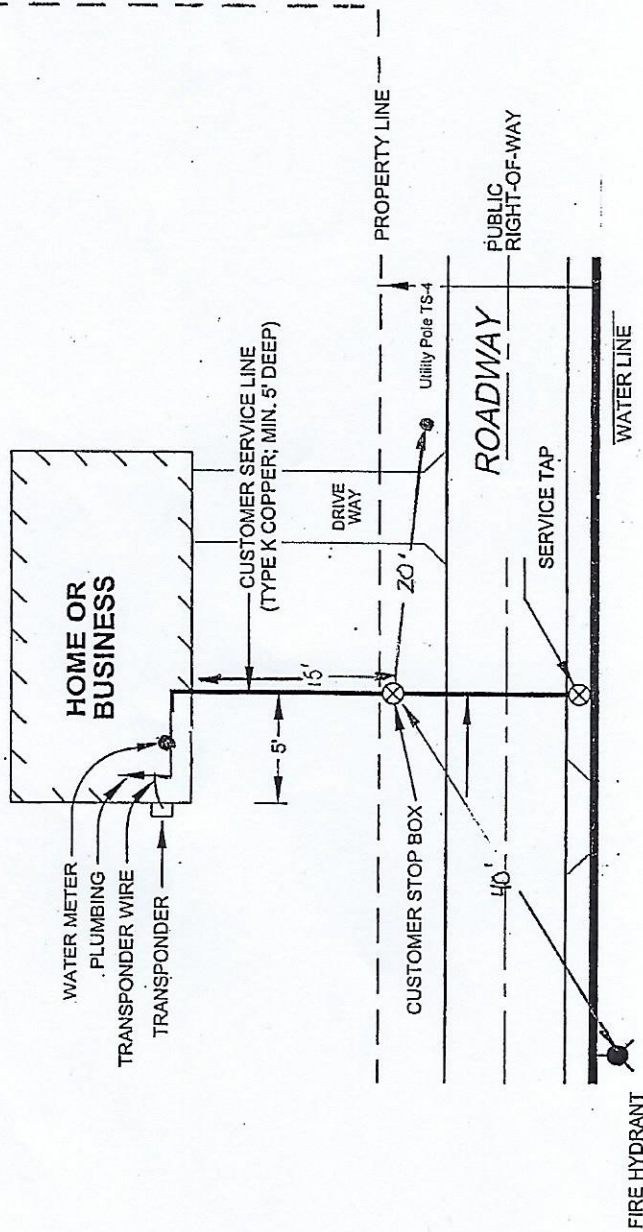
- If easement is required it must be executed prior to connection approval.

Amount of Water Service Connection Fee: Basic Fee \$450.00 Fee with Easement Filing \$550.00

Payment Received By _____ on _____

Municipal approval that applicant is eligible for new service connection to the R3 Water Corridor

Date: _____ Signed: _____



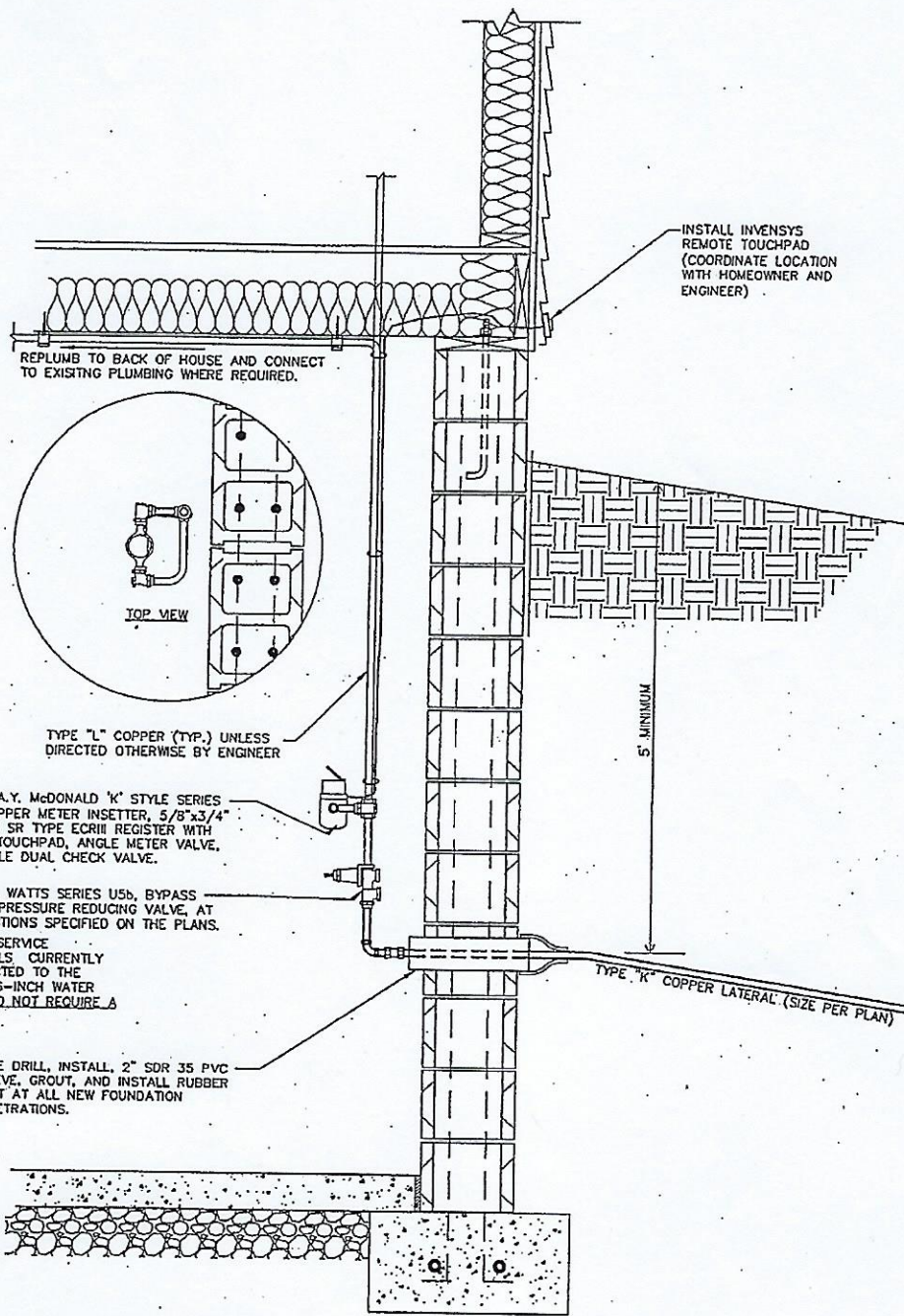
Note: Dimensions of water service to a minimum of two permanent fixed points (such as fire hydrants, Utility poles, buildings, etc.) are required. If using utility poles be sure to include pole number which can be found on pole ID tag.

Typical Location Sketch

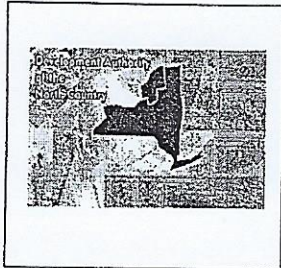
Town of Rutland
 28411 NYS Rte. 126
 Black River, NY 13612
 Phone (315) 788-3440
 Fax (315) 788-3446



Project Designer:	
CMT	
Project Contact:	
315/782-8661	
Project #	WC#
44-140	
Date:	Rev. Date:
11/22/05	



Typical Basement Meter Installation

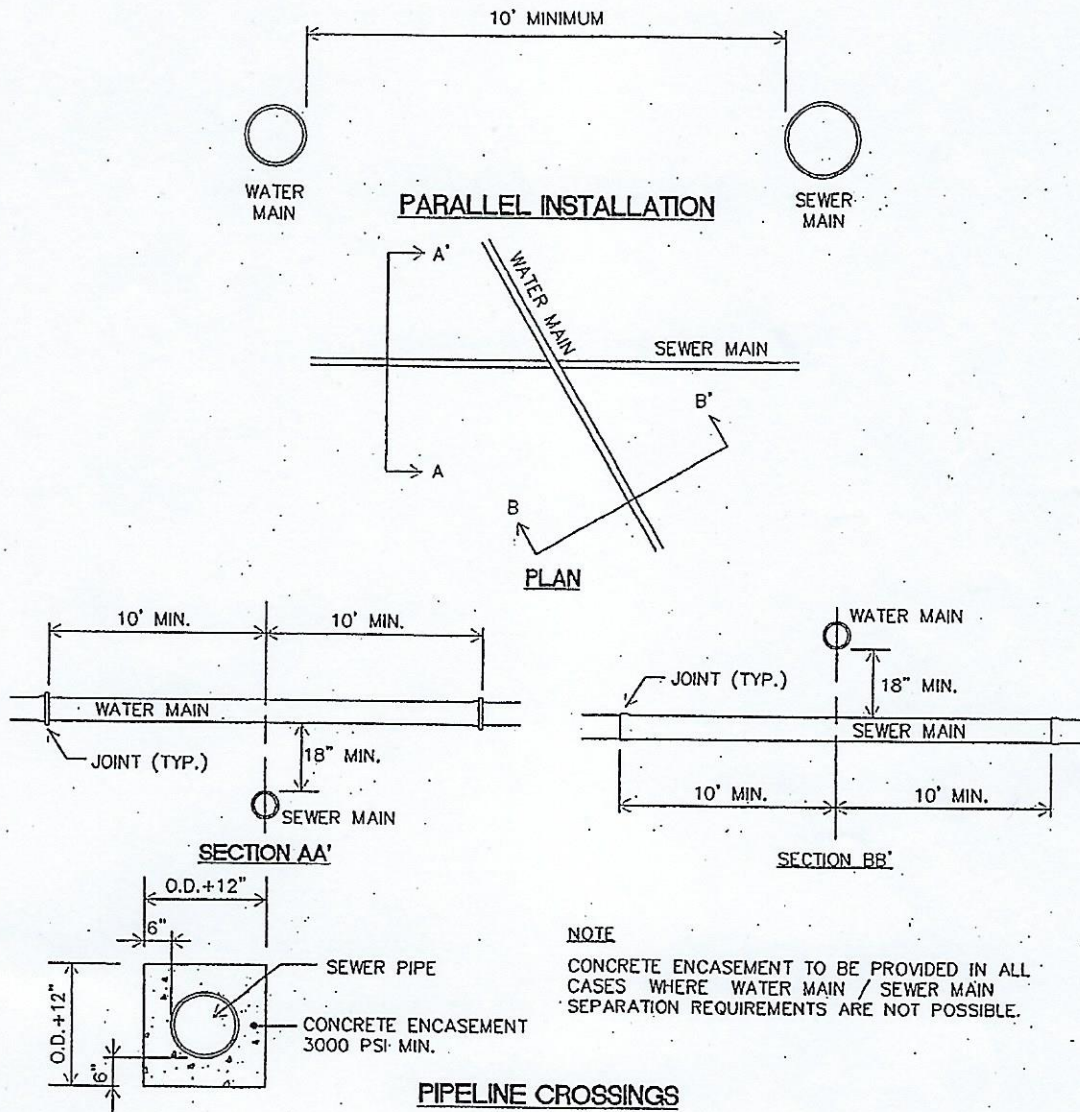


Town of Rutland

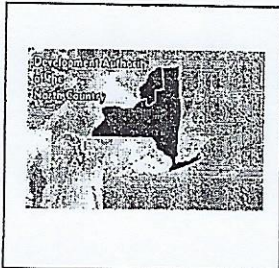
28411 NYS Rte. 126
Black River, NY 13612

Phone (315) 788-3440
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Project Designer:	
CMT	
Project Contact:	
CMT	
Project #	WO#
44-140	N/A
Date:	Rev. Date:
11/28/05	0



Typical Sewer and Water Main Separation Details



Town of Rutland

28411 NYS Rte. 126
Black River, NY 13612

Phone (315) 788-3440
Fax (315) 788-3446

Project Designer:	
CMT	
Project Contact:	
CMT	
Project #	WO#
44-140	N/A
Date:	Rev. Date:
11/28/05	0