

HICKSVILLE WATER DISTRICT

4 Dean Street, Hicksville, NY 11801 ☎ (516) 931.0184 ☎ (516) 931.6506 -Fax ☎ info@hicksvillewater.org



Application for Supply of Water

All information must be complete (please print or type).

Date: _____ Account Number: _____
(Completed by District)

Owner's full Name: _____
(First Name) (Middle Initial) (Last Name)

Address: _____
(Street) (Town/City) (State/Zip)

Home Phone: _____ Work Phone: _____ E-Mail: _____
(Optional)

Address of property to be served (if different from above address):

_____ (Street) (Town/City) (State/Zip)

Section: _____ Block: _____ Lot: _____ Zoning District: _____

Plumber's Name & Contact Person: _____

Address: _____ Phone: _____
(Street) (Town/City) (State/Zip)

Type of Dwelling: (please check one of the following):

- | | |
|--|--|
| <input type="checkbox"/> One Family Residence | <input type="checkbox"/> Office Building |
| <input type="checkbox"/> Two Family Residence | <input type="checkbox"/> Store |
| <input type="checkbox"/> Condominium | <input type="checkbox"/> Industrial |
| <input type="checkbox"/> Other (Describe): _____ | <input type="checkbox"/> Fire Service |

Size of Water Service: 1" 1 1/2" 2" Other: _____

Variance Required: *YES NO *If yes, provide a copy of the Variance issued by the Municipal Entity

Swimming Pool: YES NO Underground Sprinkler System: YES NO

➤ **APPLICATION FEE: \$200.00 PROCESSING FEE FOR RESIDENTIAL CONNECTIONS 2 INCHES OR LESS (PER CONNECTION). FOR NON-RESIDENTIAL AND RESIDENTIAL CONNECTIONS GREATER THAN 2 INCHES PLEASE CONTACT DISTRICT FOR FEE SCHEDULE INFORMATION.**

This Application cannot be accepted if all information has not been completed.

I, _____, certify that I am the owner of the premises at
_____ located in Section: _____ Lot: _____ Block: _____

and I hereby apply for a supply of water for said premises. I agree that the water to serve said premises shall be used in conformity with the Ordinance Rules and Regulations of the Hicksville Water District, copies of which I have read and understood. I agree to pay for water service at the rate specified by the Board of Commissioners of the Hicksville Water District.

Date Application Completed: _____

Date Application Received: _____

Engineer/Architect's Address: _____

 _____

Property Owner's Signature

 (____) _____

Owner's Phone Number

Please PRINT Name

APPROVED

***DENIED**

* Reason for Denial: _____

 _____

Board of Commissioners

Date

CUSTOMER INFORMATION:

- A single family residential dwelling allowance is up to 110,000 gallons per year.
- A two family residential dwelling allowance is up to 130,000 gallons per year.
- Commercial / Industrial and other residential accounts will be reviewed on an individual basis.

The following information must accompany this application:

1. Please submit a letter to the Commissioners of the Hicksville Water District describing the project. Provide domestic (average and peak), irrigation and fire flow demand information.
2. A copy of the property survey, prepared by a licensed surveyor showing all pertinent information, new Section, Block and Lot(s).
3. * “Application for Approval of a Backflow Prevention Device” must be completed (form DOH-347).
4. A full copy of the Building Plans showing the building dimensions, number of bedrooms, number of bathrooms, plumbing, floor space, slope of property, and the location of proposed utilities including but not limited to water, sewer lines, electric, gas and any drainage line and pools.

* NOTE: After installing a Backflow Prevention Device, a completed NYS Dept of Health form DOH-1013 - “Report on Test and Maintenance of Backflow Prevention Device” must be completed by a Certified Backflow Prevention Device Tester. This must be forwarded to our Board of Commissioners or the Hicksville Water District within thirty (30) days of the installation of the device.

* ONLY ONE INCH (1”) SERVICE LINES AND PIT ASSEMBLIES CAN BE INSTALLED AT A NEW RESIDENTIAL DWELLING OR REMODELING WHICH REQUIRES A NEW SERVICE .

FIRE SYSTEM REQUIREMENTS:

If a fire sprinkler system is going to be present, a copy of the site plans/architect drawings must be submitted along with this application showing the following: hydrants, proposed sprinkler system, sprinkler heads, fire pump, location of double detector check assembly (DDCA), proposed location of connection to the Hicksville Water system, with the approval stamp of the Nassau County Fire Marshall, which must be filed with the District for approval of the fire service. Note: If the internal fire protection system utilizes hazardous chemicals then a reduced pressure detector assembly (RPDA) device is required.

- a) Gallons per minute required: _____(gpm)
- b) Dry System: Yes No
- c) Water Filled System: Yes No
- d) Additives used for Freeze Protection: Yes No

A COPY OF THIS APPLICATION MUST GO TO THE BUILDING DEPARTMENT AFTER APPROVAL BY THE DISTRICT

The Hicksville Water District will furnish and install a new service line tap in the water main. The owner or the licensed plumber will pay all fees required under this application; furnish all material, including copper piping, curb stop, curb box and rod, meter and backflow device assembly - all in accordance with the Hicksville Water District standard specifications. The owner or licensed plumber must also make all excavations, backfill, and compaction of backfill; obtain all roadway opening permits; restore all surfaces disturbed during performance of the work; test, flush and disinfect the new water service installation and place in continuous satisfactory service.

HICKSVILLE WATER DISTRICT

Specifications & Regulations for Installation of New Service Mains and Replacement / Repair of Existing Service Mains

- The plumber must be licensed to work in the particular area (Town of Oyster Bay or Hempstead).
- The plumber must be bonded in favor of the Hicksville Water District in the sum of \$10,000 (ten thousand dollars) and the bond must stipulate that the plumber shall comply with the rules and regulations of the District. The plumber shall provide a \$1,000 deposit which will be refunded if no damages are incurred.
- An authorization slip from the property owner must be submitted to the District, giving permission for the plumber to do the work. This permission slip must be verified for accuracy by the District and must show the name of the owner, the address, section, block, and lot. This slip must be signed and dated.
- All new services, shall be required to have an approved Backflow Prevention Device. Applications for approval of all Backflow Prevention Devices shall be presented for approval by the District on New York State Department of Health's "Application for Approval of a Backflow Prevention Device", form DOH-347.
- All service lines (Commercial / Residential) shall be no less than 1 inch (1") in diameter and shall be installed in an outside meter pit.
- Final decision for the placement of proposed water service line and the size is at the discretion of the Hicksville Water District.
- For a new or replacement 1 inch (1") service, the copper tubing shall be laid in one continuous length between the main and the meter pit, and from the meter pit to the building. A coupling will be allowed only when the service line is over 100 feet (100'). No joints between these points shall be permitted.
- When the service line is replaced at a residence having an inside meter, the meter shall be reinstalled in an outside meter pit with an approved Backflow Prevention Device.
- No service line shall be installed in a driveway.
- All building construction on a slab, or on a grade with no basement, cellar or crawl space, wherein the water service extends more than four inches (4") inside the outside wall facing the street.
- Plumber must submit a copy of the Street Opening Permit to the Hicksville Water District in advance of the commencement of work.
- On new accounts – all meters, yokes, meter pits and meter covers, and backflow prevention devices shall be purchased from the Hicksville Water District. The materials for the service line installation will be delivered to the premises by the District at the time the tap is made.
- Customers may only purchase water meters from the District. Meters purchased from other vendors are not permitted.
- All materials to be used must meet the Hicksville Water District's standard specifications.
- All materials, labor charges, inspection fees, etc., must be paid for in advance of the start of work.
- Tapping shall be performed by the Hicksville Water District only. All other work shall be done by the plumber. No plumber or other party shall interfere with any service pipe or connection within the District without first notifying said District. No plumber shall be permitted to tap a water distribution main. Tapping shall not be done on Saturdays or holidays.
- Plumbers must give 48-hour notice when a tap or any other type of work is requested.
- No tap shall be made after 2:00p.m.
- All service lines between the street main and the building shall be inspected by the Hicksville Water District before the trench is closed. This trench shall be dug at a right angle from the street to the building, and run in a straight line from the street main to the building.
- Whenever it shall be found that any other than the approved water service lines have been installed, the water will be cut off and will not be restored until the proper service line is installed, approved, and all costs for damage are paid. No further permits will be issued to the violator until all of the violations have been corrected.
- No plumber shall commence work on any service line without first notifying the Hicksville Water District in advance.
- All service lines, when installed, shall not be less than four and one half feet (4 ½') below finished grade. In no case shall any service line and water main be laid in any sewer, gas, electric or drain trench, nor any cesspool or sewer line.
- The meter pit for a one inch (1") service shall be placed upon not less than three (3) bricks at the bottom to prevent settling. The meter pit cover shall be installed at finished grade and left at finishing grade when the grading is complete. It is the responsibility of the plumber to install the meter pit; to protect it during construction; and to leave it at finishing grade when the construction and grading are fully complete, before the installation is accepted by the Hicksville Water District.
- Generally sleeves will not be required, However, If sleeves are required as directed by the District, the new water service lines shall be encased (sleeved) in at least ½" larger than said service line from the point where it is tapped onto the District water main (corporate cock) to the inside of the meter pit. The sleeve must be of polyvinyl chloride plastic (PVC) pipe. After testing, it shall be sealed at each end with duck seal to prevent dirt and debris from entering the sleeve.

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Owner Authorization Form

To Whom It May Concern:

I (WE), _____

AS THE OWNER(S) OF THE PREMISES SITUATED AT:

_____ (STREET) (CITY) (ZIP CODE)

SECTION: _____ **BLOCK:** _____ **LOT:** _____

HAVE AUTHORIZED: _____

TO DO: _____

AT SAID PREMISES.

SIGNED: _____
(SIGNATURE)

ADDRESS

(_____) _____
TELEPHONE NUMBER

DATE