

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.

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info@hicksvillewater.org



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

HICKSVILLE WATER DISTRICT GENERAL REQUIREMENTS FOR NON-RESIDENTIAL FIRE & DOMESTIC SERVICES

The following information shall outline the general requirements of the Hicksville Water District and serve as a guideline for planning the layout, design and construction of the domestic water and fire services and may not be applicable for all situations. Specific approval must be obtained from the Water District for work different than described herein.

1. Three sets of stamped site grading/drainage/utility plans along with the deposit of a certified check in the amount of \$5,000 (payable to Hicksville Water District) must be delivered to the Water District along with a completed application for water service. The District will use this \$5,000 to fund outside consulting engineering costs. Any funds not utilized at the completion of the project will be returned.
2. An additional certified check of \$2,000 (payable to Hicksville Water District) shall be provided to the Water District along with a completed application for water service. This \$2,000 is a non-refundable application fee.
3. The Water District's consulting engineer, H2M Architects + engineers, will review the site and utility plan and provide comments and a letter of water availability.
4. Inspection services will be required during installation of the service stubs, including the site piping from the property line to inside the building. Inspection will also include verification of satisfactory pressure testing of the rigid piping. The owner shall be responsible for employment and coordination of a pre-approved water main contractor for piping installation work. All work and associated costs shall be borne by the owner/builder.
5. All rigid pipe shall be cement-lined ductile iron (DIP) - Class 52, conforming to standard AWWA C151. Copper tubing shall be type "K".
6. Mechanical Joint fittings (AWWA C110 or C153) shall be used on ductile-iron piping. All vertical bends shall be rodded on both ends of the mechanical connection. Retainer glands shall also be used on all mechanical joints.
7. Vertical gate valves up to and including 12-inch diameter shall be resilient wedge (AWWA C509) types. All valves 16-inches through 24-inches in diameter shall be butterfly type conforming to AWWA C504.
8. Hydrants shall be the Eddy Hydrant, # F-2640 as manufactured by Clow Valve Co. The threaded hose connections must be in conformance with the local Fire Department standards.
9. All fittings, bolts, threaded rods, retainer glands, etc. shall be new material. No used materials will be allowed.
10. The new section of main shall be properly chlorinated to at least 200 ppm (mg/l) for a minimum of 24 hours. Any residual pressure in the chlorinated piping shall be relieved prior to the 24-hour "cook" period. The main shall then be blown off to remove the chlorine solution and then pressure tested to at least 150 psi and held for two (2) hours; fire lines shall be tested to 200 psi. The chlorinated solution from the main shall be used when pumping up the main with the testing equipment. No leakage will be permitted during the test. Following satisfactory completion of the pressure test, the main shall be flushed again to remove the chlorinated water used in the pressure test. The Water District must be notified prior to any flushing activities.
11. The water main or service pipes must then be isolated and remain undisturbed for a minimum of 24 hours. At that point, the first bacteriological samples may be taken without further flushing. The main must again be isolated and sit for another 24 hours. The second bacteriological sample may then be taken, again without flushing. This method will be repeated as required until two consecutive, negative bacteriological samples for each designated run of pipe are obtained.

Short sections of pipe and associated fittings that must be immediately placed back into service (offsets, cut-ins, repairs, etc.) shall be internally swabbed with a high concentration chlorine solution with a

maximum contact time prior to installation. Adequate flushing shall be employed following completion of the repair in order to reduce the chlorine level to safe, normal levels.

12. The Water District shall perform the actual shutdown and must be notified at least 72 hours in advance. The contractor shall not operate any distribution system valves.

13. The customers to be out of service during the shutdown period must be determined and then notified at least 24 hours in advance; large or sensitive-use customers may require more notice and this will be determined at the discretion of the District. The District may also require that shut downs be made during "off hours" (late evenings, early mornings, weekends, etc.) in order to minimize inconvenience to existing customers. The water main contractor shall closely coordinate with the Water District on these matters.

14. Water District personnel or a representative of the District must be present when flushing or testing the new piping.

15. Where rodding is required (between mechanical bends, tees) "L" shaped eye bolts shall be used. "Duc-Lugs" will not be permitted.

16. Any section of existing District water main that has been undermined or its supporting soil compromised must be removed and replaced with new water main and appurtenances. This replacement shall take place only after the disturbed soil in the vicinity of the main has been compacted in 6" lifts from the depth of the original excavation to grade. The limits of main replacement shall include a minimum of 5 feet into undisturbed soil or the nearest joint, whichever is greater on each side of the spanned excavation.

Specific requirements for runs of fire line and domestic services to the building shall be as follows:

- A. The Hicksville Water District, as authorized under State Sanitary Code Subpart 5-1, Section 31, is requiring a new reduced pressure zone (RPZ) device on the domestic service line and a double detector check assembly (DDCA) for the fire line. Certain applications will require the use of a reduced pressure zone device (RPZ) on fire line in particular when a fire department connection or private hydrant is present. As with any backflow prevention submittal, plans must be submitted to the Water District for review, approval and forwarding to the Nassau County Department of Health (NCDH). The NCDH requires a sized-based fee for each commercial submission. You may contact the Health Department to verify current submittal fees.
- B. RPZ's and meters shall be installed outside in a vault located along the property fronting the public right-of-way or inside building. Heated enclosures may be used to house RPZ in lieu of an earth-bermed vault. Separate below-ground vaults are recommended for the meter installation. In certain instances, the District will permit the installation of backflow devices within the building. These instances shall be approved by District.
- C. Domestic meters are to be purchased through the Water District. The application, tapping and filing fee for new services shall be paid to the District prior to receiving water service. Where a private hydrant is to be located off of the fire sprinkler line, a FM/UL approved fire series meter shall be utilized.
- D. Annual fire line rental fees will be invoiced to the owner of the property. The fees are \$400, \$600, \$800 and \$1,000 for each fire line of sizes 4", 6", 8", and 10", respectively.
- E. Water piping shall be installed in undisturbed soil. No other utilities will occupy water trenches. Horizontal separation distances of 3'-0" shall be maintained between fire and domestic services and between water piping and other utilities or structures, unless otherwise specified. Sharing of trenches with other utilities will not be permitted.

- F. Copper and ductile-iron piping entering the building foundation walls and/or floor slabs shall be wrapped with appropriately sized Arma-Flex at the pipe-concrete interface.
- G. Ductile-iron piping stubs inside the building shall be left flanged at a minimum distance of 24 inches above the floor. The end shall be blind flanged and tapped for purposes of blowing off, testing and sampling. Rodding shall be provided continuously from the flange, through the slab, to the elbow. Being a vertical bend, the elbow shall be rodded back to the next fitting (or clamp).
- H. On fire services utilizing a booster pump system, a pump suction control valve must be installed immediately following the fire pump.
- I. Domestic and fire services larger than 2" shall be by a 3-valve or 4-valve cut-in only. A curb stop and box must be installed on all copper service lines at or about the property line. The minimum size gate valve allowed by the Water District is 6".
- J. A 10-foot horizontal and 18-inch minimum vertical separation from the sanitary and drainage facilities must be maintained. In cases where the water piping is above the sanitary piping and a 10-foot horizontal separation is not practical, the 18-inch minimum vertical clearance must be observed and a length of ductile iron water main shall be centered at the point of crossing. In cases where the sanitary piping is above the water piping, the sanitary piping shall be pressure rated, equivalent to the water piping. Water lines must be installed 10 feet clear of any leaching basins.
- K. Many of the above noted points are covered in greater detail in Hicksville Water District-published Standard Specifications and Typical Details. The District reserves the right to change or modify these specifications as conditions warrant and at its sole discretion.

Please understand that the Hicksville Water District is ultimately concerned with providing safe, quality drinking water to thousands of people in the service area. In these efforts, the district takes interest in seeing that quality water facility construction is maintained from the supply main to the building being served.

Updated: 4.14.2020

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HICKSVILLE WATER DISTRICT

4 Dean Street, Post Office Box 9065, Hicksville, N.Y. 11802-9065

Phone: (516) 931-0184, Fax: (516) 931-6506

BOARD OF WATER COMMISSIONERS

Nicholas J. Brigandi
Commissioner

Karl M. Schweitzer
Commissioner

William E. Schuckmann
Commissioner



SUPERINTENDENT
Paul J. Granger, P.E.

DISTRICT TREASURER
Vincent Abbatiello, CPA

Effective, responsible water resource management, since 1921

Approved Water Main Contractor List

Alessio Pipe & Construction Co., Inc
102 Fairground Avenue
Huntington Station, NY 11746
(631) 423-0234

Bancker Construction Corp.
171 Freeman Ave.
Islip, NY 11751
(631) 582-8880

Merrick Utility Associates, Inc.
91 Marine Street
Farmingdale, NY 11735
(631) 249-2560

Orchid Sewer & Water Contracting Corp.
11 Dennis Street
Garden City, NY 11040
(516) 747-1311

Last update: 04.14.2020

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Hicksville Water District

Instructions for the Design and Installation of Reduced Pressure Zone Devices

- a.) *Application:* NYSDOH Form DOH-347 – Application for Approval of Backflow Prevention Devices. Sections 1 through 13 must be completely filled out. The water district completes section 14 if the application and plan are approved. Four copies of the application with original licensed engineer or architect stamp and signatures are required.
- b.) Hicksville Water District plan review and inspection fee – See new water service application instructions.
- c.) *Plan:* must be sealed by a licensed engineer or registered architect and conform to the requirements of the New York State Sanitary Code, Nassau County Public Health Ordinance. Plan must detail at a minimum the device in plan and section view and required regulatory agency notes. Four sets of plans are required. The Plan shall include the following:

I. Required Reduced Pressure Zone (RPZ) Device Design Notes and Comments:

- All connections on the domestic and fire service lines shall be down stream of RPZ. Bypassing a backflow prevention device is a violation of Part 5 of the New York State Sanitary Code.
- Backflow device installations shall be in accordance with Article VI of the Nassau County Public Health Ordinance, Part 5 of the New York State Sanitary Code and Town of North Hempstead Plumbing Code. Backflow devices must be listed on the New York State Health Department list of approved devices. *Plan must state the backflow device manufacturer and model.*
- A New York State certified backflow prevention device tester shall test the RPZ on an annual basis with the results reported to the Hicksville Water District on NYSDOH form Gen 215.
- The device must be installed by a plumber who is licensed by the Town of North Hempstead.
- Device shall be protected from freezing and flooding.
- All hose bibs must be installed / retrofitted with vacuum breakers.
- Provide 30 inch minimum clearance from any obstruction in order to facilitate testing and maintenance. Provide 8 inch minimum clearance from any obstruction from sides and rear of device. Provide 12 inch minimum clearance from any obstruction from top of device.
- Shutoff valves on devices must be resilient seat type.
- Provide 12 inch minimum clearance from top of drain funnel to RPZ drain discharge and 18 inch minimum clearance from RPZ drain discharge to finished floor. Drainage must be positive with the effluent visible.
- **Notification to the Hicksville Water District :** The plumber shall notify the Superintendent or Field Supervisor at least 24 hours prior to the commencement of any work. Telephone number: 516.767.0171.

Hicksville Water District

Instructions for the Design and Installation of Reduced Pressure Zone Devices

II. Required Dimensions and Clearances:

- Thirty (30") to sixty (60") inches from centerline of RPZ device to floor. Any installation at a greater height shall be provided with a fixed platform, a portable scaffold or a lift meeting OSHA standards.
- Thirty (30") inch minimum from test cocks to any obstructions.
- Eight (8") inch minimum from centerline of device to wall.
- Eighteen (18") inch minimum from relief spout to floor.
- All building dimensions.
- Room dimensions for interior applications.
- Vault dimensions for exterior applications.

III. Additional Plan Requirements:

- P.E. or R.A. seal on plans.
- State manufacturer, model number and size of device.
- Identify premises on plans.
- Show two (2) views of device-plan and section.
- Show accurate test cock location.
- Indicate grade on all plans.

III. Additional Plan Requirements (cont.):

- RPZ must be above grade. Give specific drainage details.
- Provide site plan indicating street name, location of water main and all services, location of meter and RPZ device. Show all service lines and indicate sizes.
- Give adequate (3"x5") space for Health Department approval stamp.
- All material must be submitted to this office in quadruplicate.
- Fire service line RPZ devices must be equipped with a detector assembly (for example a Febco Model 826YD is equipped with a detector assembly).

c.) Other important information for the developer / property owner pertaining to RPZ installations:

- The water district must receive health department approval before device installation can commence. Approved application and plan are maintained on file by the district.
- After completion of the installation, the Hicksville Water District will make a physical inspection of the device and water service. **The installation of the device MUST match the approved drawings.** The contractor must submit to this office a copy of a certified test of this device on form number **DOH 1013** before water service can be provided.
- Plumbers or contractors must be licensed by the Town (Town of Oyster Bay or Hempstead) and file all permits required by the Town. All work must comply with prevailing state, county and water district requirements.
- After installation, the property owner is responsible for an annual test. The test results must be sent to the Hicksville Water District on form **DOH 1013**.