

## **APPLICATION FOR WATER SERVICE**

Subject to all terms, conditions and restrictions printed or written below, permission is hereby granted to:

**Name:** \_\_\_\_\_, Property Owner

**Service Location:** \_\_\_\_\_, house or lot number

**Phone Number:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

\_\_\_\_\_

### **Type of Installation:**

\_\_\_\_ Residential - number of units: \_\_\_\_\_

\_\_\_\_ Commercial

\_\_\_\_ Industrial

\_\_\_\_ Other - Please Specify: \_\_\_\_\_

\_\_\_\_ Fire Protection Line

Size of service requested: \_\_\_\_\_ inch(es)

### **REQUIREMENTS**

1. There is a tie in fee of \$2,000.00 for the minimum 1" service. For any service over, there is an additional cost of \$1,000.00 per inch. This fee is to be paid when this application is submitted. Previously tapped lines are required to pay \$500.00 for inspections and meter.
2. An existing water main must directly abut some piece of the property. If not the water main must be extended.
3. The Service location must have a minimum 20-psi water pressure from the municipal system.

4. Services can only be installed between April 1 and October 30, corresponding with the dates for Road Opening permits issued by the Town of North Brookfield.
5. The Applicant is responsible for all costs of installing the water service, including labor, materials and any Police officers that may be needed for traffic control. The Applicant is to contact the police departments to see if their assistance will be required for traffic detail or supervision of roads.  
Police Department: \_\_\_\_\_(signature required)
6. A copy of the Road Opening Permit or confirmation from the Highway Department must be received by the Water Department before the work is started.
7. A copy of the Town issued Trench Permit or confirmation from the Highway Department must be received by the Water Department before the work is started.
8. An approved contractor, under the supervision of the North Brookfield Water Department, will tap all new services.
9. Contractors must fill out or have on file with the North Brookfield Water Department a Water Service Installers Form before beginning any type of water line installation or repair
10. All contractors must contact Dig Safe prior to commencing excavation.  
**Dig Safe Ticket #:** \_\_\_\_\_
11. Absolutely no water lines are to be installed in the same trench as sewer lines, gas lines, electric lines, or any other utility lines. Sewer lines must be at least ten 10 feet away from water lines.
12. Fire sprinkler lines will be separate from domestic service lines.
13. All services will be K seamless coil copper from the main to the curbstop. From the curbstop to the house will be either K seamless coil copper or 200 psi PE. If the PE pipe is used, tracing wire must be installed from the curb stop to the house. The tracing wire must be 12 gauge stranded or solid copper wire. The ends must be stripped back with one end wrapped around the curbstop and the other end attached to the ball valve before the meter.
14. There will be a minimum of 4'6" and a maximum of 5'6" of cover over the water line. The water pipe will be laid in a 2" bed of sand and will be covered with 6" of sand. This area is the zone around the pipe and must be thoroughly compacted. The remainder of the trench will be back filled with a material containing no stone or pieces of bituminous pavement larger than 6". Compaction of the rest of the trench shall be done in layers not exceeding 12" in depth and by use of power driven tampers not weighing less than 20 pounds. All road and sidewalk cuts must be finished with blacktop. Cold patch will not be accepted.
15. All pipe must be flushed to remove debris before the meter goes on
16. Ductile Iron pipe will be directly tapped. Cast Iron pipe requires a saddle when tapping. Saddles for Ductile Iron and Cast Iron shall have double 5/8" straps. Asbestos Cement pipe and PVC pipe requires a saddle with double or single wide stainless steel bands. All corporations will be of the ball type. All fittings will be compression type unless otherwise specified by the Water Department.
17. A gate box will be installed over the corporation. It will consist of 4" HDPE SDR38 on the bottom and a standard top section. These boxes should be set 1" to 4" below existing road services.

18. All service lines will have a ball type curb stop set no more than 2" on the street side of the property line. An Erie type curb box with a rod will be used. Curb stops over 1" in size will have a Buffalo type curb box. The top of the curb box will be set flush with the final grade.
19. Water Department Personnel must inspect all service lines before being back filled. If not inspected the Water Department will require the line to be uncovered for this purpose.
20. The applicant will be responsible for the condition of any road affected by the water service installation for 18 months. Failure to adhere to this rule will cause the Water Department to contract out for any repairs necessary. The cost of repairs will then be billed to the applicant.
21. The Water Department will supply water meters for residential customers only. The size of the meter is to be determined by the Water Superintendent. It is the responsibility of the Applicant to have the meter installed by a licensed plumber. The meter must be mounted horizontally. Ball valves must be located immediately before and after the meter. After the meter installation is complete the Water Department must be contacted to inspect the meter.
22. The water meter must be installed and inspected prior to the water being turned on. Billing will start from the time the water is first turned on. Applicant is responsible for the bill.
23. If a pressure regulator is needed it should be installed after the first shutoff and before the meter.
24. The North Brookfield Water Department requires a twenty-four hour notice before all services and inspections. The water will not be turned on until all the above has been completed to the satisfaction of the Water Department.

**In consideration of granting this application** \_\_\_\_\_  
(Print Name)

**hereby agrees to all terms described herein and has received and agrees to abide by all of the North Brookfield Water Department Rules and Regulations.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Approved: Water Superintendent:**

\_\_\_\_\_ **Date:** \_\_\_\_\_

**Office Use Only:**

Tie In Fee: \_\_\_\_\_ Dig Safe: \_\_\_\_\_ Insurance Certificate \_\_\_\_\_  
P.D. Sign.: \_\_\_\_\_ Trench Permit: \_\_\_\_\_  
Road Opening: \_\_\_\_\_ Installers Form: \_\_\_\_\_

## Water Service Installers Form

Company Name

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Owner's Name

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Street Address

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Town/State/Zip

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Business Phone

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Cell Phone

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Pager

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Contractor must abide by the regulations as written in the Application for Water Service. Failure to follow the regulations will end contractor's ability to work on any future water services.

Contractor is required to file with the Water Department a Certificate of Property and Liability insurance. This certificate must show the expiration date of said insurance with the minimum limits of property insurance being \$100,000 and the minimum limits of liability insurance being \$300,000.

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