

# **VILLAGE OF STILLWATER WATER SERVICE APPLICATION**

## **Conditions of Application (August 15, 2017)**

1. Applicants for water service shall complete this application. Property owners and/or their tenants shall comply with the terms and conditions of this application, together with the Village of Stillwater Water Regulations and Rates.
2. Applicants shall pay an application fee to cover the costs of administration and inspection of the new water service. The fee is \$1,500 for single family residences. For industrial, commercial and multi-family properties, please refer to the Village Fee Schedule. Water service charges will apply from the date of connection. This does not include any additional fees that may be charged by the Town of Stillwater to customers in a Town water district
3. No work shall commence until approval of the application by the Village and payment of the application fee. The Owner or the Owner's contractor shall notify the Village Department of Public Works at least 72 hours in advance of performing any work. The Village reserves the right to inspect all work in progress.
4. All services for single family residences shall be 1" in size and meet all details and specifications adopted by the Village of Stillwater and shown on the "Typical Water Details."
5. This application must be filed with the Village Clerk's Office at least 20 days prior to actual water service connection, together with a plot plan showing the location of the structure and proposed water service. All other utilities including sewer shall be shown on the plan. Buildings requiring fire sprinklers may require proper backflow prevention devices which are subject to NYSDOH approval. The Village may require additional information or conditions as part of this application pending legal and engineering review.
6. Where all details have not been provided, this form will be returned to the applicant.
7. As part of the application fee, the Village shall furnish to the property owner the corporation curb stop box, the corporation saddle and fitting, and the line to the curb stop.
8. The property owner shall be responsible for installation of the lateral line to be connected to the Village Water System, including all labor and materials. All materials shall meet Village specifications. The owner shall purchase a water meter specified by the Village. For outside users in a Town of Stillwater water district, the water meter shall be purchased by the owner from the Town.
9. Unless otherwise agreed to by the Village,
10. the Owner and/or the Owner's contractor are responsible for excavation, backfill and exposure of the existing Village water line and for coordination of work with Village staff. The Village reserves the right in its sole discretion to approve or disapprove any contractor

hired by the owner to perform such work. The Owner's Contractor is also responsible for providing all pipe, materials and labor required to complete the work. Materials and installation shall meet Village "Typical Water Details." For outside users in a Town of Stillwater water district, the water meter shall be purchased by the Owner from the Town.

11. The Village in its sole discretion may permit the owner's contractor to make the tap connection to Village Water System or require that such tap connection work be performed by the Village.
12. The Owner and/or Owner's contractor shall be responsible for a safe work environment. Owner shall permit the Village to visually inspect the service extension to the residence prior to backfill. Once completed, tested and accepted by the Village, the Owner is responsible for maintenance of all water service extensions from the corporation stop to the house.
13. All work performed by the Owner and Owner's contractor shall be accordance with all applicable local, state and federal safety, environmental and other regulations.
14. The Owner's contractor shall be licensed and maintain insurance coverage acceptable to the Village and name the Village as an additional insured on a primary and noncontributory basis.
15. It is the responsibility of the applicant to ensure that the service is required **before** making payment. If an application is approved for water service, the owner will be expected to become a customer within sixty (60) days of completion of connection. If said owner is not a customer within the sixty (60) days, the minimum will be charged for each six (6) month period, which passes without service commencing. This charge will continue until said services are in place.
16. If the applicant withdraws the application and the service is connected, no refund will apply. If a refund is requested and the service has not been connected, an administration charge of 20% of the original fee, to a maximum of \$100.00, will be deducted from the refund amount to cover costs.
17. The Village does not guarantee minimum water pressure. Should the Owner require additional pressure, a pressure booster system can be installed by the property owner in the building after the water meter at the Owner's expense.
18. A condition of connection is that there is unrestricted access for installation of the service, the reading of the meter, maintenance and other authorized purposes. A relocation/reinspection fee may apply if access is not available.
19. By signing this application, the applicant declares under penalty of perjury that he or she is an authorized representative of the Owner and that all information provided herein is true and correct.

**VILLAGE OF STILLWATER**

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**OUTSIDE WATER USER APPLICATION**

*Village Clerk's Office, 1 School Street, Stillwater, NY 12170*  
*Phone: (518) 664-6258 • Office Hours: 9.00am to 3.00pm - Monday to Friday*

**APPLICANT INFORMATION**

Applicant's Name

Contact Phone No.

Applicant's Address

Owner's Name

Owner's Phone No.

Property Physical Address:

Property Mailing Address (If Different) :

Contractor's Name

Contractor's Phone Number

Contractor's Address

Applicant's Signature

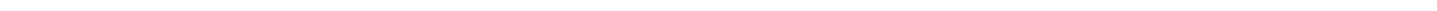
Date

**APPLICATION DETAILS**

Date Water Service Requested:

Type of Property ( Single  Family, Multi-Family, Commercial, Industrial):

Description of Project:



**VILLAGE OF STILLWATER**

**OFFICE USE ONLY**

Date Received:

Project Number:

Application Fee: \$

Date of Payment:

Approval Date:

Receipt No.:

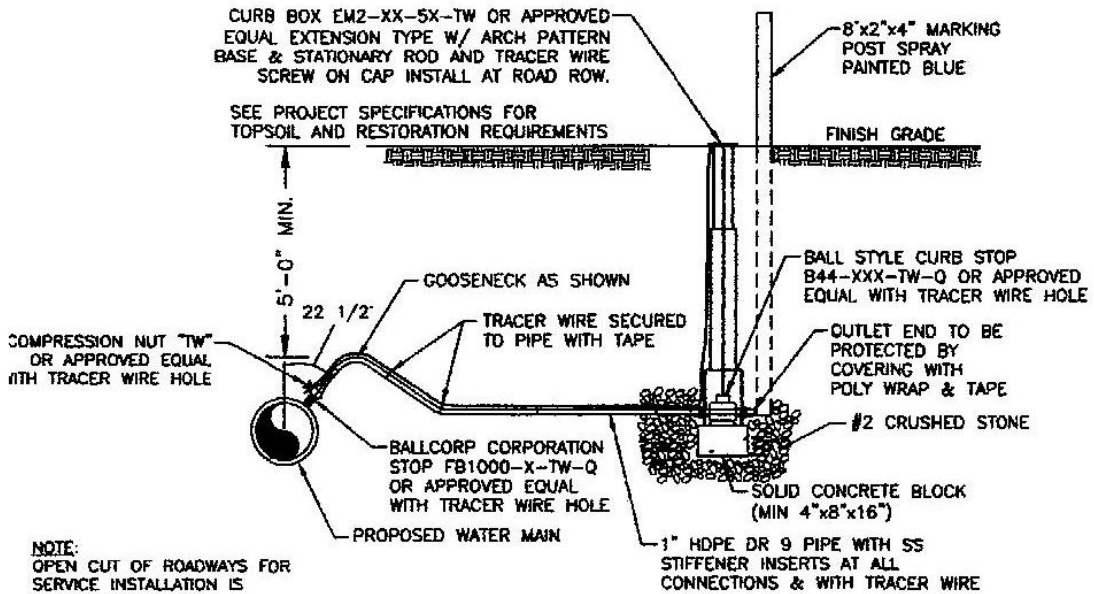
Notes:

Water Available to Property? Yes  No

Certification of Payment Received:

Village Clerk-Treasurer

**Typical Service Details for Single Family Residence**



**TYPICAL SERVICE CONNECTION DETAIL**

NT6



**COMPRESSION NUT DETAIL**

NT5

**CURB BOX LID DETAIL**

NT5