

TOWN OF BRUNSWICK
APPLICATION FOR WATER AND SEWER SERVICE

RETURN ORIGINAL AND (3) COPIES TO THE TOWN OF BRUNSWICK, 336 TOWN OFFICE RD TROY, NY 12180

APPLICATION DATE _____ **APPLICATION #** (INTERNAL USE) _____

New Service W S Renew Service W S

Building Permit # _____ Date service is requested by _____

Application made by: (Owner, Plumber, Builder, etc.) _____

(For new services or services to be renewed attach a plot plan showing proposed location of new service)

PROPERTY ADDRESS TO BE SUPPLIED WITH WATER OR SEWER SERVICES

STREET _____

SBL / TAX MAP PARCEL ID _____ **LOT #** _____

SUBDIVISION NAME _____

Type of Service (RESIDENTIAL, APARTMENT, COMMERCIAL, FIRE) _____

Number of units to be serviced _____

Water Service Size Requested: ¾" 1" 1 ½" 2" 4" 6"

Is a new water meter required: Yes No **Size** ¾" 1" 1 ½" 2" 4" 6"

(All new water meters and installation locations to be approved by the Water Department prior to installation. Property owner will be responsible for all cost associated with new meters.)

Sewer Service Size Requested: 6" Min. 8" 10" 12" Other _____

Storm Water Service Size Requested: 6" Min. 8" 10" 12" Other _____

CONTACT FOR FURTHER INQUIRES BY WATER DEPARTMENT (Required)

NAME _____ **PHONE** _____ **EMAIL** _____

PROPERTY OWNER ADDRESS (All information required)

NAME _____

STREET _____ **CITY** _____ **STATE** _____ **ZIP** _____

PHONE _____ **EMAIL(OPTIONAL)** _____

PROPERTY OWNER POSTAL ADDRESS FOR BILLING (If same leave blank)

NAME _____

STREET _____ **CITY** _____ **STATE** _____ **ZIP** _____

PLEASE COMPLETE AND SIGN BOTH SECTIONS

I _____ hereby attest, that I am the owner of the above listed property and that I agree to abide by the all Town of Brunswick Codes, Ordinances and State Laws and to pay all material and labor charges associated with the installation or termination of water and sewer services and to pay all water and sewer rents. All charges are due immediately upon receipt of the bill and are to be paid at the Town of Brunswick Offices at, 336 Town Office Road, Troy, NY 12180. Any unpaid balance will be levied as a tax lien against the property with added interest and penalties.

(Signature Owner) _____ (Print Name) _____ (Date) _____

I hereby acknowledge I have read this application and state the above information is correct and true and agree to comply with all Town of Brunswick Codes, Ordinances and State Laws regulating water and sewer connections and terminations. I agree to comply with approved drawings and keep approved drawings on the job site. I understand that any deviation from the approved plans must be authorized by the approval of the Superintendent of Water. The revised plans are subject to the same procedures established for the examination of the original plans, and that an additional fee may be charged, predicated on the extent of the variation from the original plans. I also acknowledge I am the property owner or authorized to act as the owner’s agent in submitting this application.

(Signature Applicant) _____ (Print Name) _____ (Date) _____

(Superintendent Approval Signature) _____ (Date) _____

INSPECTIONS	WATER	SEWER
DATE INSPECTED:		
SIZE:		
MATERIAL:		
DISTANCE MAIN TO CURB:		
DISTANCE CURB TO FOUNDATION:		
INSPECTED BY:		
DATE DISINFECTION SAMPLE PASSED:		
DATE PRESSURE TESTED:		
TIE POINT DRAWING DONE BY:		

INSTRUCTIONS FOR APPLICATION FOR WATER AND SEWER SERVICE

1. FILL IN APPLICATION DATE.
2. APPLICATION NUMBER IS FOR DEPARTMENT INTERNAL USE ONLY.
3. CHECK SERVICES REQUIRED: W (WATER) S (SEWER) IN THE APPROPRIATE CATEGORY, NEW OR, RENEW.
4. FILL IN BUILDING PERMIT NUMBER IF APPLICABLE.
5. FILL IN DATE FOR THE SERVICE REQUESTED INSTALLATION DATE.
6. FILL IN WHO IS MAKING THE APPLICATION.
7. FOR NEW SERVICES OR RENEWING SERVICE ATTACH A PLOT PLAN WITH PROPOSED LOCATION OF NEW SERVICES.
8. COMPLETE PROPERTY ADDRESS INFORMATION, STREET AND SBL/TAX MAP PARCEL. (REQUIRED INFORMATION).
9. COMPLETE TYPE OF SERVICE: (RESIDENTIAL, APARTMENT, COMMERCIAL, FIRE) FILL OUT ONE APPLICATION FOR EACH SERVICE TO BUILDING. Example: If a building requires both a domestic service and a sprinkler service, fill out an individual application for each service.
10. INDICATE NUMBER OF UNITS BEING SERVED, A SINGLE FAMILY HOME WOULD BE INDICATED AS 1 UNIT. A TWO FAMILY HOME WOULD BE INDICATED AS 2 UNITS. AN APARTMENT BUILDING WOULD BE THE TOTAL NUMBER OF RENTAL UNITS.
11. CHECK SIZE OF WATER SERVICE. SINGLE FAMILY WOULD BE ¾" MINIMUM, MULTI UNIT STRUCTURES AND LARGER SERVICE SIZES WOULD BE DETERMINED BY DESIGN ENGINEER OR ARCHITECT.
12. CHECK IF A NEW WATER METER IS REQUIRED AND SIZE. SINGLE FAMILY WOULD BE ¾", LARGER SERVICE SIZE WOULD BE DETERMINED BY DESIGN ENGINEER OR ARCHITECT. EACH UNIT TO HAVE ITS OWN METER OR MASTER METER INSTALLED
13. CHECK SIZE OF SEWER REQUESTED.
14. CHECK SIZE OF STORM DRAIN REQUIRED IF APPLICABLE.
15. COMPLETE CONTACT INFORMATION FOR FURTHER INQUIRES BY THE DEPARTMENT. (INFORMATION IS REQUIRED)
16. COMPLETE PROPERTY OWNER INFORMATION. (ALL INFORMATION IS REQUIRED INCLUDING A CONTACT PHONE NUMBER)
17. COMPLETE PROPERTY OWNER POSTAL INFORMATION IF DIFFERENT FROM PROPERTY ADDRESS.
18. PROPERTY OWNER MUST PRINT NAME AND SIGN THE APPLICATION ON THE SECOND PAGE. (REQUIRED)
19. APPLICANT MUST SIGN APPLICATION.(REQUIRED)
20. ALL CONSTRUCTION OF WATER AND SEWER SERVICES ARE TO BE DONE IN COMPLIANCE WITH THE LATEST TOWN SPECIFICAITONS OR APPROVED DRAWINGS. INSPECTIONS ARE TO BE DONE BY THE WATER DEPARTMENT. CONTACT WATER DEPARTMENT PRIOR TO BACKFILLING ANY WATER OR SEWER LINES.
21. ALL SERVICE LINES ARE TO BE DISINFECTED AND TESTED PRIOR TO PUBLIC USE.