



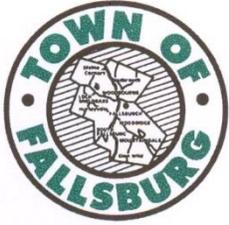
PERMIT APPLICATION INSTRUCTIONS

1. It is the owner/contractor's responsibility to contact UFPO for an underground dig case number. **The UFPO form or its corresponding case number must accompany the permit application.**
2. A copy of Certificate of Liability Insurance **and** a copy of NYS Worker's Compensation Insurance must accompany the application. If the work is being performed by a self-employed contractor, a Worker's Compensation Exempt Certificate **and** the Certificate of Liability Insurance must accompany the application. **To get a copy of the Worker's Compensation Exemption Form, go to www.wcb.state.ny.us lower right hand corner click on wc/db exemptions form CE-200, answer all questions and print form when finished, This will give you an exemption number.**
3. A copy of the plot plan outlining the layout of the property and the placement of water lines; sewer lines, etc.. If a site plan has been approved, either attach a copy of the plan or indicate a reference to map that is on file with the Water/Sewer Department.
4. All necessary permit charges.
5. *If work involves road cut/disturbance of either a County or State Road, it is the owner/contractor's responsibility to contact either SC DPW (845) 807 0261 or NYS DOT (845) 794 7450 to obtain the appropriate permit. A copy of that permit must accompany this application.

*This only applies to work on either State or County Roads. If the work is being done on Town Roads, the Road Cut Application is given to the applicant with the Water and/or Sewer Permit Application.

IF ANY OF THE REQUIRED ITEMS ARE NOT INCLUDED WITH THE APPLICATION, A RED PERMIT SIGN WILL NOT BE ISSUED

MUNICIPAL SERVICES CONNECTION PERMIT APPLICATION



Town of Fallsburg – Department of Public Works
P.O. Box 2019
5410 State Route 42
South Fallsburg, New York 12779
(845) 434-6320
(845) 434-7972 Fax

NO PERMIT WILL BE ISSUED WITHOUT A UFPO CASE NUMBER AND PLOT PLAN

Type of Permit Applied for: Water Connection <input type="checkbox"/> Sewer Connection <input type="checkbox"/>	
Water Inspection Only <input type="checkbox"/> Sewer Inspection Only <input type="checkbox"/>	
Date of Application:	DPW Permit No.:
Fee:	Date Permit Issued:
Method of Payment: Cash <input type="checkbox"/> Check <input type="checkbox"/> Check #	Money Order <input type="checkbox"/>
SBL No.:	Property 911 Address:
Property Owner Name : (Please Print)	
Mailing Address:	
Telephone No:	
Contractor Name: (Please Print)	
Mailing Address:	
Telephone No.:	
Insurance Carrier & Policy No.:	
Building Permit Issued: Yes <input type="checkbox"/> No <input type="checkbox"/>	Building Permit No.:
Impact Fee Paid: Yes <input type="checkbox"/> No <input type="checkbox"/>	In District: Yes <input type="checkbox"/> No <input type="checkbox"/>
Size of Service:	Tap Required: Yes <input type="checkbox"/> No <input type="checkbox"/>
Road Cut Permit Required: Yes <input type="checkbox"/> No <input type="checkbox"/>	
Road Cut Permit No.:	Town <input type="checkbox"/> County <input type="checkbox"/> State <input type="checkbox"/>
Nearest Intersection to Road Cut:	
Approximate size of Road Cut (Sq. Ft.)	Date of Road Cut:
Water Tap to be performed by: Town <input type="checkbox"/> Contractor <input type="checkbox"/>	
Tapping Contractor: (please print)	
Contractor Address:	
Contractor Telephone:	Contractor Cell Phone:
Date work is to begin:	
UFPO Case No.:	

The UNDERSIGNED hereby agrees to do all specified herein and in full compliance with the Town of Fallsburg specifications for road cuts. The PERMITTEE further agrees not to alter same unless such alterations are submitted to and approved by the Town of Fallsburg. The OWNER and CONTRACTOR also agree, if granted this permit, to hold the Town of Fallsburg harmless from any and all liability for any work done under the granting of this permit or otherwise arising from the construction and restoration of the road cut, and CONTRACTOR will defend the Town of Fallsburg from any action, suits and or claims brought against the Town of Fallsburg.

- It is the responsibility of the Property Owner and or Contractor to contact the Underground Facilities Protective Organization (UFPO), 1-800-962-7962, to obtain a case number. The case number must be indicated at the top of this page. ***No Permit will be issued by the Town of Fallsburg until a UFPO Case Number is included on the Permit Application.***

Property Owner Name: (Please Print)

Property Owner Signature:

Contractor Name: (Please Print)

Contractor Signature:

- This application must be signed by both the Property Owner (s) and the Contractor before the permit will be issued.

A **RED** Municipal Service Connection Permit will be issued upon approval of this application. This Permit must be displayed at the job site until all work has been completed, inspected and approved.

This Page Must be Read and Initialed by the Property Owner

Specifications for Water Service Line Installation

All excavation for the water tap shall be made by the owner at the owner's expense, and shall be done under the supervision of the Water Department.

Where the excavation crosses or borders a County or State road, a permit from the appropriate agency must be obtained and attached to this application. For County roads contact the Sullivan County Department of Public Works, Sullivan County Government Center, 100 North Street, Monticello, New York 12701. For State roads contact the New York State Department of Transportation, East Broadway, Monticello, New York 12701.

All water taps up to and including two (2) inch size are to be made by the Town of Fallsburg Water Department. The allowable size of tap will be determined by the Town Engineer. Taps of a size larger than two (2) inches can be made only by an approved contractor experienced in this work, upon application.

Water Line Materials:

All water lines between to curb stop and the water meter are to be either Type "K" copper tubing or ductile iron pipe.

Backfilling:

The trench shall be backfilled with pipe sand for a minimum cover depth of one (1) foot above the top of the tubing or pipe. Backfilling shall be performed under the supervision of an inspector from the Water Department.

Curb Boxes and Valves:

Curb boxes and valve shall not be installed in driveways or sidewalks, A minimum of five (5) feet of horizontal separation shall be maintained for the edge of driveways, sidewalks, buildings, decks and or any other permanent structures.

Precautions During Construction:

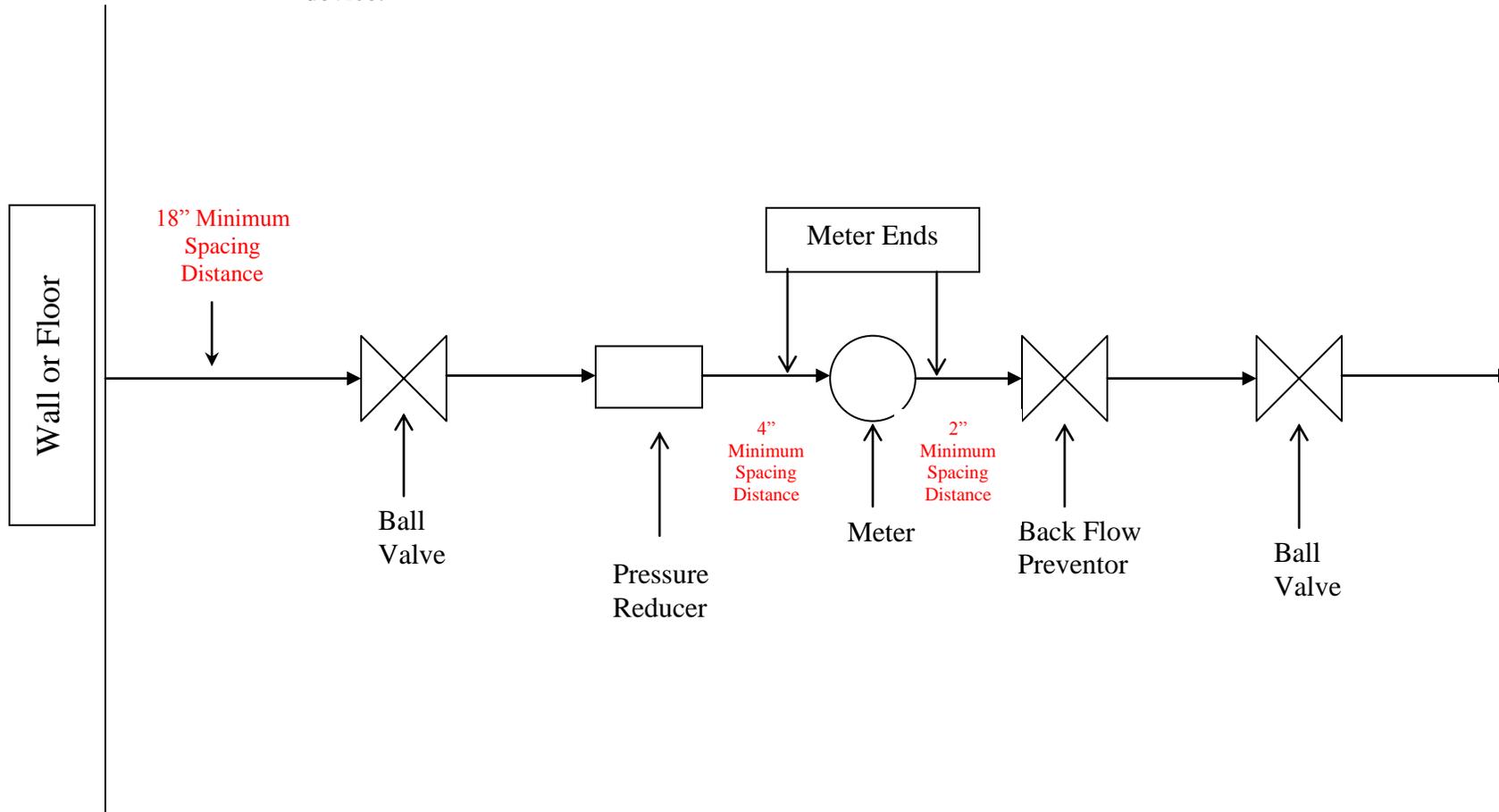
The property owner and or contractor shall provide and utilize all appropriate work zone safety equipment. This equipment shall be in place prior to the beginning of construction and shall remain in place until all construction is completed, inspected and approved.

Property Owner Initials:

Town of Fallsburg - Residential

Basic Water Meter Installation Diagram - $\frac{5}{8}$ x $\frac{3}{4}$, $\frac{3}{4}$ and 1" Meters

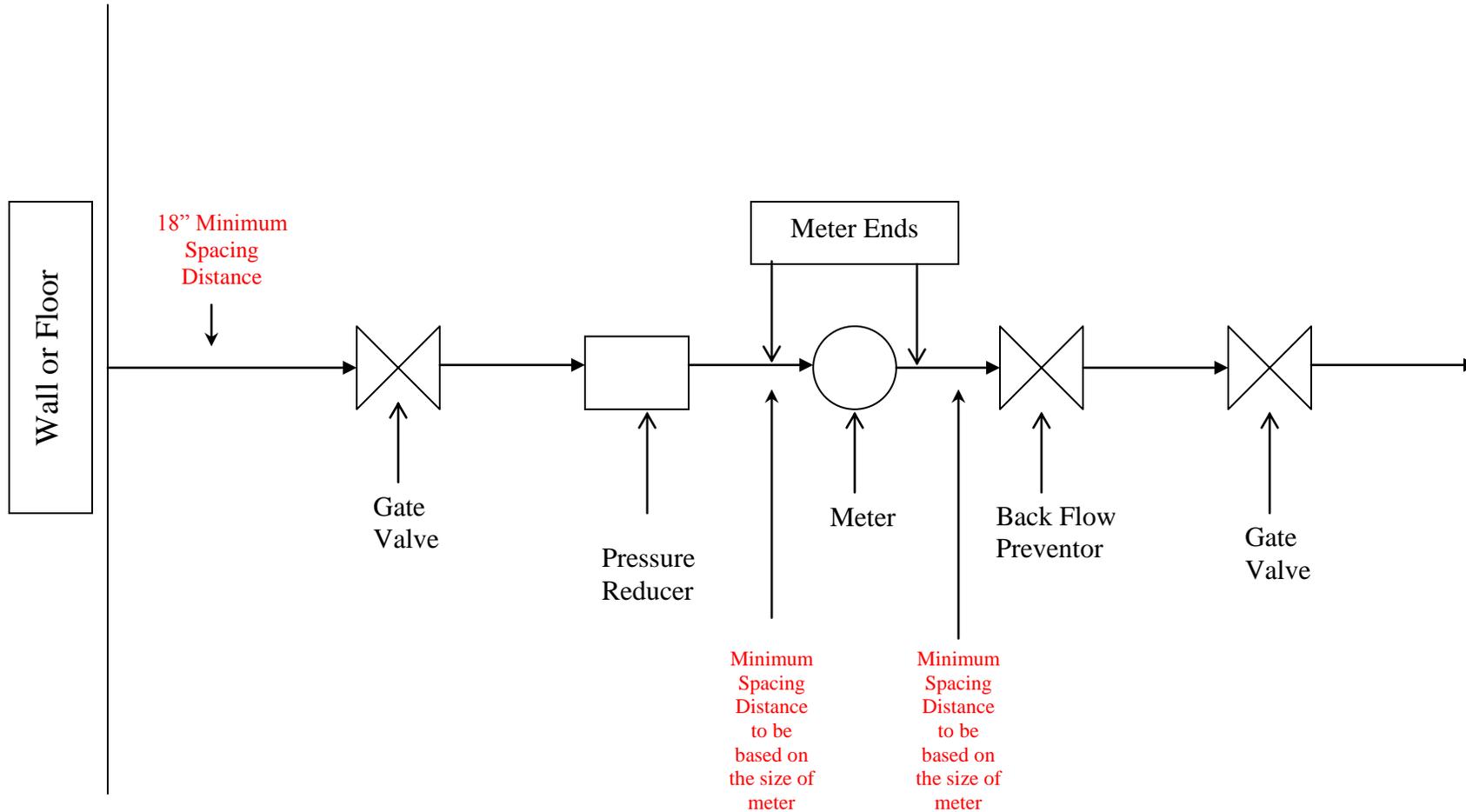
- Notes:
1. Meter and Pressure Reducer should be installed in a horizontal position if at all possible
 2. Pressure reducer should be a Watts U5b, 25AUB or equivalent
 3. Backflow Preventor should be a Watts Series 7 or equivalent
 4. Meter ends will be supplied by the Town
 5. Spacing between meter ends – $\frac{5}{8}$ x $\frac{3}{4}$ and short $\frac{3}{4}$ = 7 $\frac{1}{2}$ ", Full $\frac{3}{4}$ meters = 9", 1" meter = 11"
 6. \longrightarrow Indicates the direction of flow from the street to the house
 7. Contact the Water Department upon completion of the installation for inspection and connection of a remote reading device.



Town of Fallsburg

Basic Water Meter Installation Diagram – 1-1/2” and 2” Meters

- Notes:
1. Meter and Pressure Reducer will be installed in a horizontal position
 2. Pressure reducer and back flow prevention device will be approved by the Town Engineer prior to installation
 3. Meter ends (flange or screw) will be supplied by the Town
 4. Spacing between meter ends – 1 1/2” meter (screw 12 5/8”, flange 13”), 2” meter (screw 15 1/4”, flange 17”) 3. —————> Indicates the direction of flow from the street to the building
 4. Contact the Water Department upon completion of the installation for inspection and connection of a remote reading device



This Page Must be Read and Initialed by the Property Owner

SPECIFICATIONS FOR SEWER LATERAL INSTALLATION

All excavation for the sewer tap shall be made by the owner at the owner's expense, and shall be done under the supervision of the Wastewater Collection System Department.

Where the excavation crosses or borders a County or State road, a permit from the appropriate agency must be obtained and attached to this application. For County roads contact the Sullivan County Department of Public Works, Sullivan County Government Center, 100 North Street, Monticello, New York 12701. For State roads contact the New York State Department of Transportation, East Broadway, Monticello, New York 12701.

All lines from the house to service connection must be four (4) inch or larger PVC pipe or other suitable material approved by the Wastewater Department. All standards of specifications shall be current and up to date. All joints shall be tight and waterproof. Pipe shall be bedded on a crushed stone material and backfilled as indicated in the typical trench detail attached. Pipe shall be laid at a minimum ¼" per foot pitch unless otherwise approved by the Town inspector. Any piping that is buried shallower than three (3) feet in depth shall be a minimum of SCH 80 PVC pipe.

The building sewer lateral shall be installed in a trench separated not less than five (5) feet horizontally, where possible, from any underground water service pipe.

Pipe shall be laid as nearly as possible in a straight line. There shall be no use of 90° elbows.

When two (2) or more 45° elbows are used in the piping from the house to the service connection, additional clean-outs must be provided. Approved clean-outs, set at an angle of 45° shall be used at changes of grade or line, and at 50 foot intervals where the lateral is over 100 feet in length.

Bedding and backfill must be provided according to ASTM D2321 standards. ⁽¹⁾

Whenever practical, the sewer lateral for new construction shall be brought to the building at an elevation below the basement floor. In existing buildings where no plumbing facilities are provide in the basement, the sewer lateral may be above the basement floor. The amount of earth cover shall be sufficient to afford protection from frost.

The Town inspector, or their representative shall inspect the work at all stages of construction. The applicant shall notify the Town when is to begin and when it is ready for inspection. Backfilling shall not be done prior to inspection. The inspection will be made within twenty-four (24) hours after notification by the applicant. ⁽²⁾

All costs and expenses incident to the installation and connection of a public sewage system or building lateral to the Town of Fallsburg Sewer System shall be borne by the Property Owner. The property owner shall indemnify the Town for any loss or damage that might directly or indirectly occur as a result of the installation and connection of such public sewage system or building system.

No person shall make a connection of roof downspouts, exterior foundation drains, sump pumps, swimming pools or other sources of surface run-off or groundwater to a sewer lateral or building drain, which is connected directly or indirectly to a public sewer.

All excavations for sewer lateral construction shall comply with all Federal, State and local Safety Regulations. All streets, sidewalks and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the Town inspector or their representative.

At such time as a public sewer becomes available to a property served by a private sewage disposal and or sewage system, the property owner shall be required to abandon the existing septic tank, cesspool or other private sewage disposal facility. The aforementioned facilities shall be cleaned of sludge and removed or filled with a suitable material as directed by the Town inspector or their representative.

1. Specifications may be obtained for the Town Code Enforcement Office
2. Excluding weekends and holidays.

Property Owner Initials: _____

This Page Must be Read and Initialed by the Property Owner

CONDITIONS FOR SEWER LATERAL INSTALLATION

The property owner and or contractor shall provide and utilize all appropriate work zone safety equipment. This equipment shall be in place prior to the beginning of construction and shall remain in place until all construction is completed, inspected and approved.

The following shall not be discharged into the Town of Fallsburg Sewer System:

Water from cellar drains, roof downspouts, areaway drains, sump pumps, garage drains, swimming pools, cooling or refrigeration equipment blow-off, drip or steam exhaust, cesspool and septic tank waste.

The permittee and contractor shall adhere to all conditions stated in the Town of Fallsburg specifications for building sewer lines.

The permittee shall be responsible for locations and maintenance of the installation to the Town's sanitary sewer lateral spur or interceptor.

The Town makes no warranty of the location of the lateral spur house connection.

The permittee or contractor shall not cover the installation before inspection is made by the Town Inspector

The permittee shall be held legally responsible for adherence to all of these conditions.

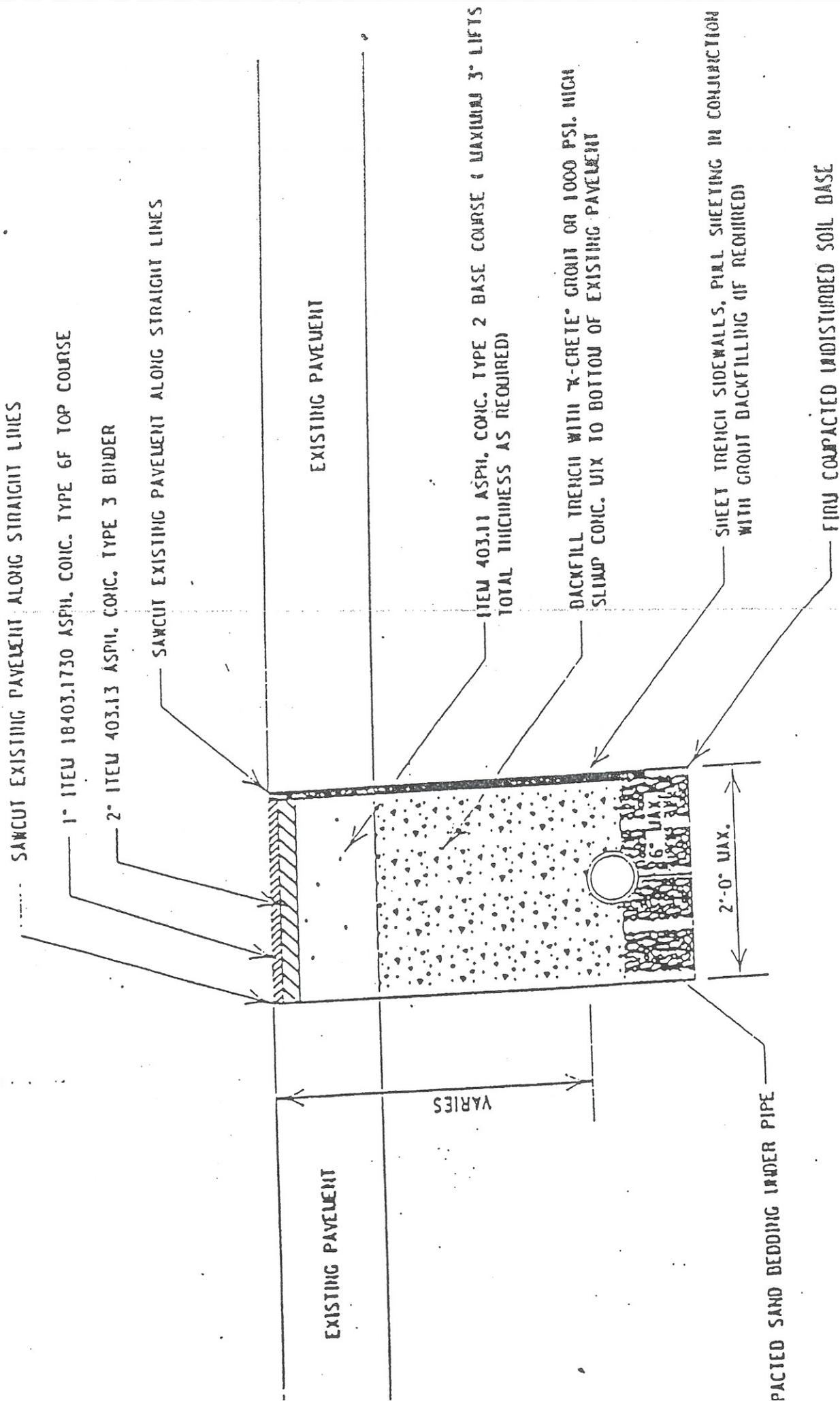
This permit shall not relieve the permittee or contractor from obtaining any additional permits which may be required by Law, Ordinance or Regulation of the State of New York, Sullivan County, Town, Incorporated Village, Public or Private Utilities and any other agency having jurisdiction therein.

The permittee or contractor shall submit a Plot Plan along with this application indicating the following:

1. The building
2. The existing septic system (where applicable)
3. The Town sewer main
4. The length and size of pipe
5. Location of all clean-outs
6. Depth of installation
7. Location of all elbows

A limit if not more than three (3) outstanding permits will be issued per contractor at any give time unless prior approval has been received.

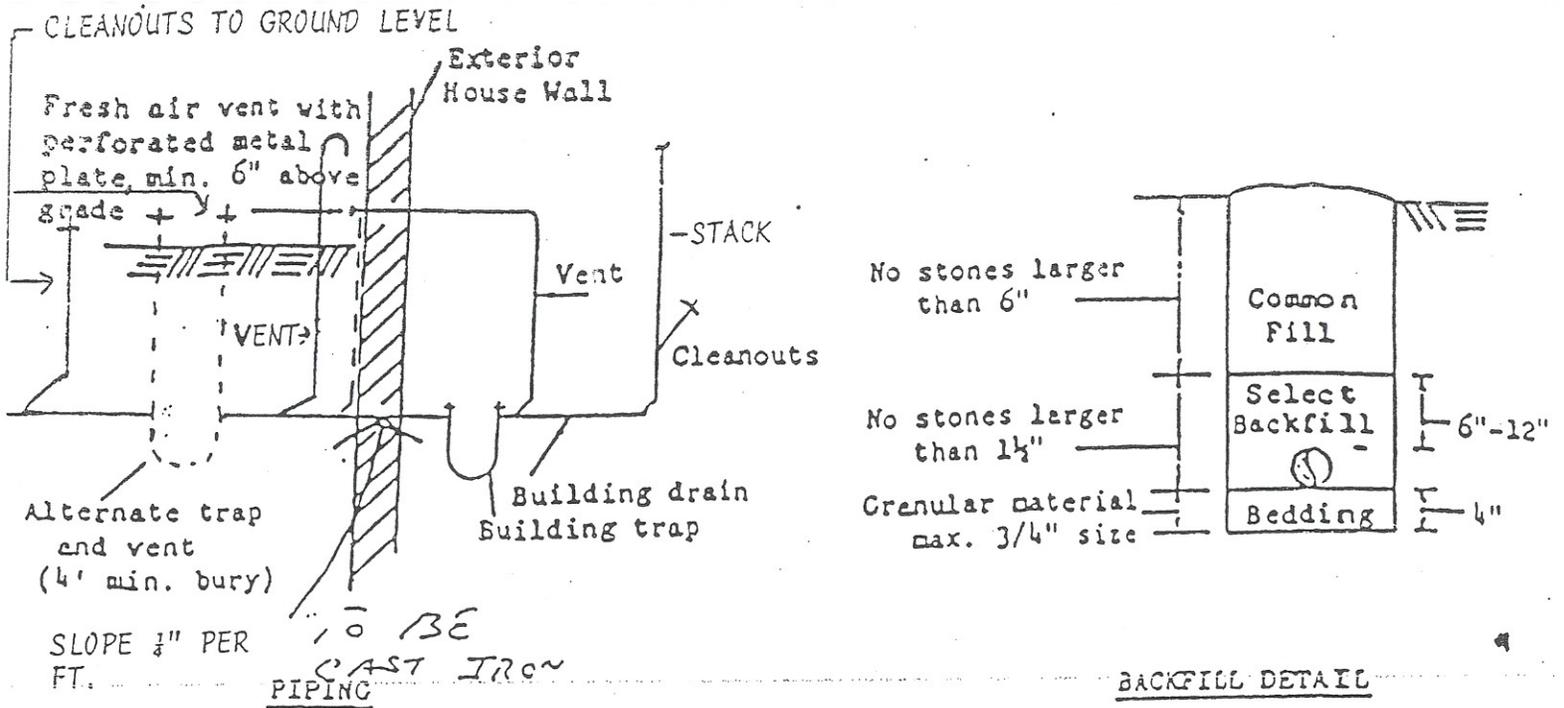
Property Owner Initials:



OPEN CUT - TRENCH SECTION DETAIL

PAVED ROAD AREAS

TYPICAL DRAINAGE AND VENT SYSTEM
FOR ONE-FAMILY DWELLING



- 1) SEWER SERVICES SHALL BE ADEQUATELY TRAPPED AND VENTED.
- 2) PIPE - ALL LINES FROM HOUSE TO SERVICE CONNECTION MUST BE 4" PVC PIPE OR LARGER, MINIMUM STANDARD OF SDR 35.

*EXCEPTION.: ANY PIPING THAT IS BURIED SHALLOWER THAN 3 FEET IN DEPTH MUST BE A MINIMUM OF SCH 80 PVC PIPE.

- 3) USE OF 90° ELBOWS SHALL BE AVOIDED.
- 4) WHEN TWO OR MORE 45° ELBOWS ARE USED IN THE HOOK-UP FROM HOUSE TO SERVICE CONNECTION, ADDITIONAL CLEANOUTS MUST BE PROVIDED.
- 5) WHEN SEWER CONNECTION IS LONGER THAN 70', ONE CLEANOUT IS RECOMMENDED FOR EACH 70-100' OF PIPE.
- 6) BEDDING AND BACKFILLING WILL BE PROVIDED ACCORDING TO ASTM D2321. SEE DETAIL ABOVE.

*EXCEPTIONS WILL BE REVIEWED DEPENDING UPON INDIVIDUAL NEEDS.

*Special note: When mud or soft bedding conditions exist, contractor must use a number one or two stone under pipe.

Plot Plan

↑ North