



## OCWA -- APPLICATION FOR WATER SERVICE

200 Northern Concourse  
PO Box 4949, Syracuse, New York 13221-4949

HIGH PRESSURE - RESIDENTIAL

[www.OCWA.org](http://www.OCWA.org)BILLING  
NAME:

ENTITY OR PERSON RESPONSIBLE FOR PAYMENT OF BILLS

BILLING PHONE:

HOME

CELL

COMPANY

PREMISE PHONE:

APPLICANT TYPE:

OWNER

BUILDER

DEVELOPER (choose one)

DRIVER LICENSE / STATE #:

/

DATE OF BIRTH:

BUILDING TYPE:

E-MAIL:

MAILING  
ADDRESS:

HOUSE NUMBER OR PO BOX

STREET

CITY

STATE

ZIP CODE

SERVICE  
ADDRESS:

HOUSE/LOT NO.

STREET

CITY

STATE

ZIP CODE

TAX PARCEL ID #:

METER INSTALL FEE DUE:

\$213.64

see Rate  
Schedule 5

DO YOU HAVE ANY EXISTING ACCOUNT WITH OCWA:

YES \_\_\_\_\_

NO \_\_\_\_\_

EXISTING ACCOUNT NUMBER(S):

CUSTOMER #:

ACCOUNT #:

## SERVICE CONNECTION FEE IS SUBJECT TO THE FOLLOWING

Applicant is the owner of premises to be served and the person responsible for payment of charges for water or other facilities and services.

Failure of the applicant to give prompt notice to have this service disconnected will make the applicant liable for all water-related charges against these premises until such time as notification is given. It is understood that water service shall be supplied and used only in accordance with Customer Rules of OCWA (viewable at [www.OCWA.org](http://www.OCWA.org)) and future amendments thereto.

Where rock or boulders are encountered in installing the service, making it necessary for OCWA to drill, blast or jackhammer, the actual cost shall not exceed three times the standard connection fee.

**High-Pressure Service Agreement:** The Application is accepted by OCWA subject to the following:

Applicant has requested service from an OCWA high-pressure main and agrees that to provide proper service to this premises, applicant will install, maintain, operate, repair or replace a pressure-reducing valve (PRV) on the inlet side of the meter at his/her own expense.

*You should review "Base System Fee" on OCWA Rate Schedule AND consult your plumber regarding YOUR water needs to help you in deciding meter size*

## MATERIAL INSTALLED FOR CUSTOMER PORTION OF WATER SERVICE (HOUSE TO CURB SHUT OFF):

(choose one)

COPPER

OR from a meter pit:

PLASTIC

PEX

OTHER \_\_\_\_\_

SIGNATURE:

DATE:

## FOR OFFICE USE ONLY:

OCWA

OCWA

MTR PIT:

CUSTOMER ID:

PREMISES ID:

LTR #:

5004403

WATER DISTRICT:

L612

BFP:

NO

BUILDING TYPE: RESIDENTIAL

TOWN/VILLAGE:

Granby WD #7

ADV. BENF.

NO

COUNTY: OSW

SERVICE SIZE:

3/4"

L/S:

METER SIZE: 5/8"x3/4"

NAME ON CHECK:

PHONE:

PAYMENT TYPE:

AMOUNT RECEIVED: \$

DATE RECEIVED:



Information for  
**NEW WATER SERVICE APPLICANTS**  
**HIGH PRESSURE SERVICE**  
**TOWN OF GRANBY WATER SERVICE AREA #7**

**Please read through all the information below before completing your Water Service Application**

**COMMERCIAL PROPERTIES:**

**(including residential buildings with 3 or more units)**

Any service (fire and/or domestic water services) serving a building, other than a one or two-family home, requires a Backflow Prevention Device (BFP)-approved by OCWA and the Oswego County Health Department, be installed and tested annually. More information regarding OCWA's BFP device application and approval process can be found at our website at [www.OCWA.org](http://www.OCWA.org). Please note that water service will NOT be provided to these properties or facilities until approved by OCWA.

**L PROPERTIES:**

**Step 1: Determine your needs:**

If your water needs exceed that of a single-family home, a larger service pipe may be needed. Typically, a 5/8"x3/4" meter is acceptable for residential use. Prior to submitting your Water Service Application, please contact our office, at (315) 455-7061 ext. 3104, so that we may assist you in this matter. Below please find maximum flow rates for meters of various sizes.

**Step 2: Crawl Space Limitations**

If your water meter installation will be in a crawl space, it must be approved by OCWA; the height of the crawl space must be at least four feet (4'), with the meter setting located at the ***entrance to the crawl space***.

If you have concerns regarding ability to meet the conditions mandated in Section 5.3 of **OCWA's Rules and Regulations**, ([www.OCWA.org](http://www.OCWA.org)), please contact our Meter Installation Department at (315) 455-7061 ext. 3123. If the above requirements are not met, OCWA reserves the right to deny installation of the meter until said conditions are satisfied. Meters will only be set where plumbing allows for a horizontal installation, as shown on the enclosed sketch.

**Step 3: Meter Pit Requirements (tandem style):**

Your service will require a meter pit to be installed.....

- If your home is 150' or more, back from the road right-of-way line
- If you intend to connect to your existing well line outside your home's foundation
- If the building is on a slab or crawl space
- If your portion of the water service contains **ANY** plastic or non-copper pipe



The meter pit is to be installed on the owner's property within a few feet of your property line, as shown on the enclosed sketch. 3/4" Type "K" copper tubing is to be installed into the meter pit as shown. After the meter pit, you may increase the size of the piping to your home. The customer should have a plumber/contractor install the meter pit, per OCWA specifications. Piping material between meter pit and building **can be other** than copper.

**Meter Pit Specifications:** Meter pit is to be a Mueller model 203CT1554LLBS (tandem style) or equal. Please ask the supplier to match this OCWA standard.

You MUST purchase a "TANDEM" meter pit which includes plumbing for two (2) device installations within the meter pit.

This property is in a high-pressure zone which means your plumber/contractor is to provide:

- appropriate adapter (copper to plastic/PEX) and make the connection from the meter pit to any non-copper pipe
- purchase a pressure reducing valve (PRV)

**Note:** Meter pit and Pressure-Reducing Valve (PRV) are owned and maintained by you, the property owner.

**Step 4: Complete, sign, and return the OCWA Water Service application with payment for water meter:**

Please complete all highlighted areas:

name  
 phone number(s)  
 applicant type  
 driver license number and issuing state (residential service)  
 date of birth (residential service)  
 Federal Tax ID # (commercial service)  
 Company Contact (commercial service)  
 mailing address (if different from service address)  
 service address  
 Property Tax ID #  
 AND **sign** and **date** the enclosed application

Return the Water Service Application **with payment** (checks should be to "OCWA") for the Meter Installation Fee (see below) in the enclosed, addressed envelope. Signed Water Service Application and payment are required to be submitted to OCWA prior to scheduling an appointment for meter installation/service activation.

Below, please find OCWA's current (2021 from OCWA's Rate Schedule #5) rates for meter installation fees. A typical residence can be adequately supplied with at 5/8"x3/4" meter.

<b><u>Meter Size</u></b>	<b><u>MIF Charge</u></b>
(inlet size x outlet size)	
5/8"x3/4" .....	\$213.64
3/4"x3/4" .....	\$265.03

**Step 5: Stake property where service is to be installed:**

Place a stake labeled "WATER" on your front property line in the location where you wish to obtain water service. The contractor will install a service connection (from the water main to your front property line), ending with a shutoff valve at this location. At that point, your plumber/contractor can connect to the shutoff and complete the necessary plumbing connections in your home. OCWA requires that only Type "K" copper piping with flared connections be used before the meter. Please refer to the "Typical Water Service & Meter Installation Sketch" enclosed for details.

**Note:** OCWA operates and maintains only the portion shown in blue.

**Step 6: Flag property markers and underground pipes:**

Locate and flag any property survey pins/iron pipes which detail the extent of your property, or underground pipes or drains that the contractor may encounter during construction. This will ensure that these valuable and costly property markers and underground pipes and drains are kept in place during construction.

**Step 7: Apply for Town Permit for Water Service Installation:**

Please review the attached information regarding Town Permit. If you have any questions, contact the Town's Code Enforcement Office for guidance.

The connection to the water service is required to be inspected by the Town of Granby Code Enforcement Office, (315) 598-6989 please call their office for scheduling. OCWA requires that only Type "K" copper piping with flared connections be used **before** the water meter. Please refer to the Typical Water Service & Meter Installation Sketch enclosed for details.

**Step 8: Install your portion of the service and have Town Inspect:**

We suggest that those who wish to receive water service proceed with installation of their portion of the service. Your plumber/contractor can connect to the curb stop and complete the necessary plumbing connections in your home after system construction is complete.

Pipe Requirements (curb shut off to meter):

Meter Installation inside building/house	3/4" Type K Copper (150' or less)
Meter Pit Installation	PVC, PEX or Copper

Remember: Your water service is considered "high pressure". A pressure-reducing valve (PRV) is required to be installed prior to your water meter (both in meter pits and inside your home), as shown on the enclosed sketches. Installation of the PRV is your responsibility and should be considered in your plumbing cost. This PRV will be owned and maintained by you, the owner.

**Note:** OCWA operates and maintains only the portion shown in blue on the enclosed sketch(es).



**Step 9: Schedule appointment to install the meter:**

Please check [www.OCWA.org](http://www.OCWA.org) "Recent News" to see when your address has been accepted by OCWA. Acceptance includes water purity test results being certified by the Oswego County Health Department. Once accepted, and both portions of the service have been completed and inspected (by the Town) notify OCWA at (315) 455-7061 ext. 3335, to make a meter installation appointment. Meters will only be installed in an environmentally acceptable setting where plumbing allows for a horizontal installation, as shown on the enclosed sketch.

Should you have any concerns regarding meter location please contact the OCWA Meter Department @ (315) 455-7061, ext. 3123.

Our service representative will install the meter to the inlet valve inside of your house or inside the meter pit and turn on the water to this point. After the meter has been installed, you may complete the necessary plumbing connections to your house plumbing.

OCWA will verify the disconnection of your existing well supply. This can either happen at the same time as the meter installation, or you are required to schedule a 2<sup>nd</sup> appointment with us to complete this inspection contact Customer Service (315) 455-7061 ext. 3335.

**Step 10: Health Department Regulations:**

There is to be a minimum of 10 feet distance between the septic system or sewer line and the water service line.

There can be no connection between your existing well and the public water supply.

**PLEASE REMEMBER**

- ***Both OCWA Customer Rules (available to view at [www.OCWA.org](http://www.OCWA.org)) and the New York State Health law, as well as laws of your local government apply to the installation of your service.***
- ***OCWA Rules and Regulations will not allow any type of cross-connection between your existing well system and the public water supply. We sincerely ask your cooperation in this matter for the protection of all.***

**Questions???**

**Contact OCWA's Engineering Department @ (315) 455-7061, Ext. 3104**

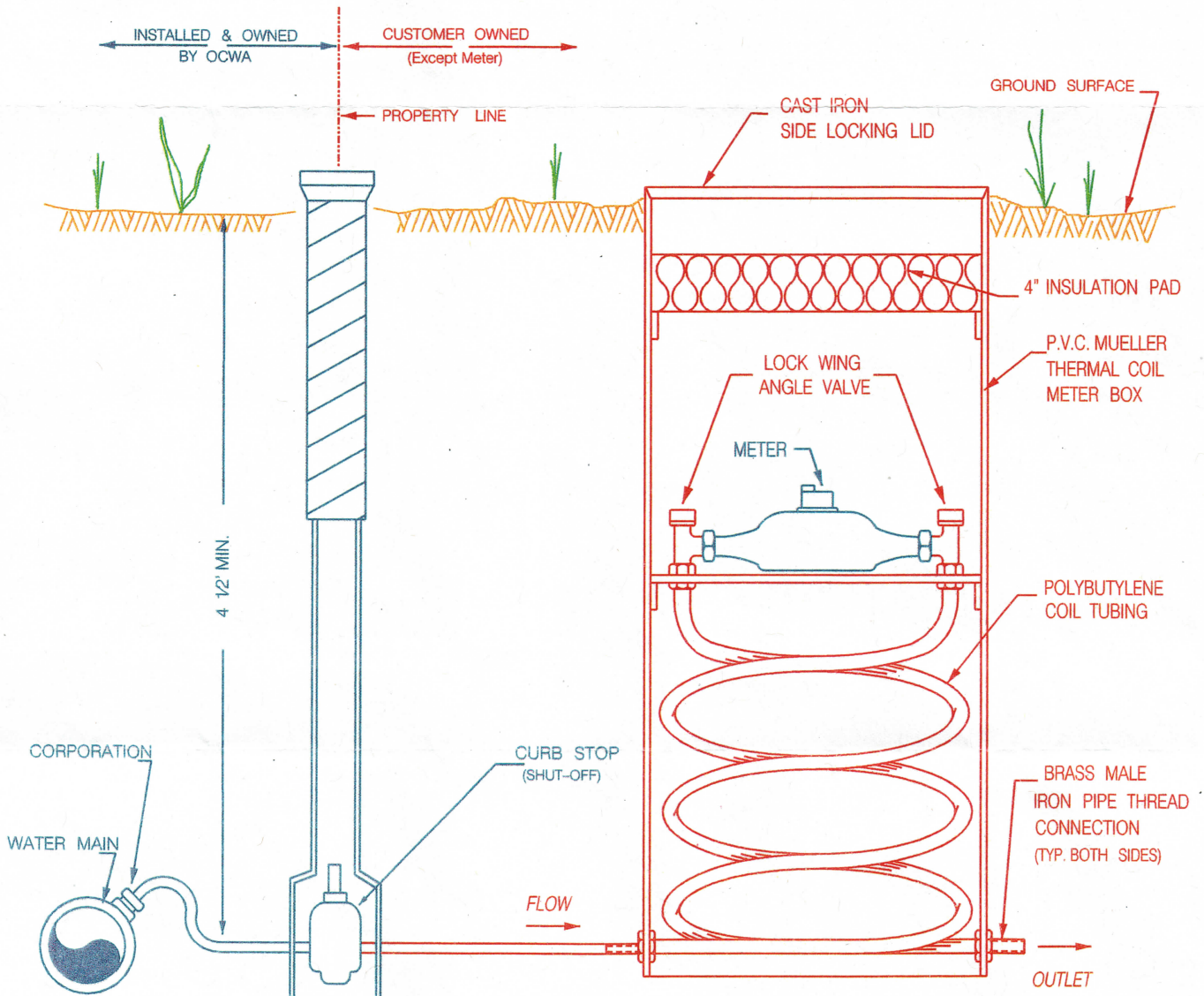
**Important Phone Numbers:****Granby Code Enforcement**

Application for Inspection .....(315) 598-6989  
 Meter Sizing Questions .....(315) 455-7061 ext. 3104  
 Meter Installation Location Questions .....(315) 455-7061 ext. 3123  
 Activation of Service Appointments .....(315) 455-7061 ext. 3335

ONONDAGA COUNTY WATER AUTHORITY  
NORTHERN CONCOURSE-P.O. BOX 4949  
SYRACUSE, N.Y. 13221-4949

**TYPICAL SMALL OUTSIDE METER PIT  
FOR 5/8", 3/4", & 1" METERS**

ALL HIGH PRESSURE SERVICES ARE REQUIRED TO INSTALL PRESSURE REDUCING VALVE IN THE PIT- WATTS U5B OR EQUAL

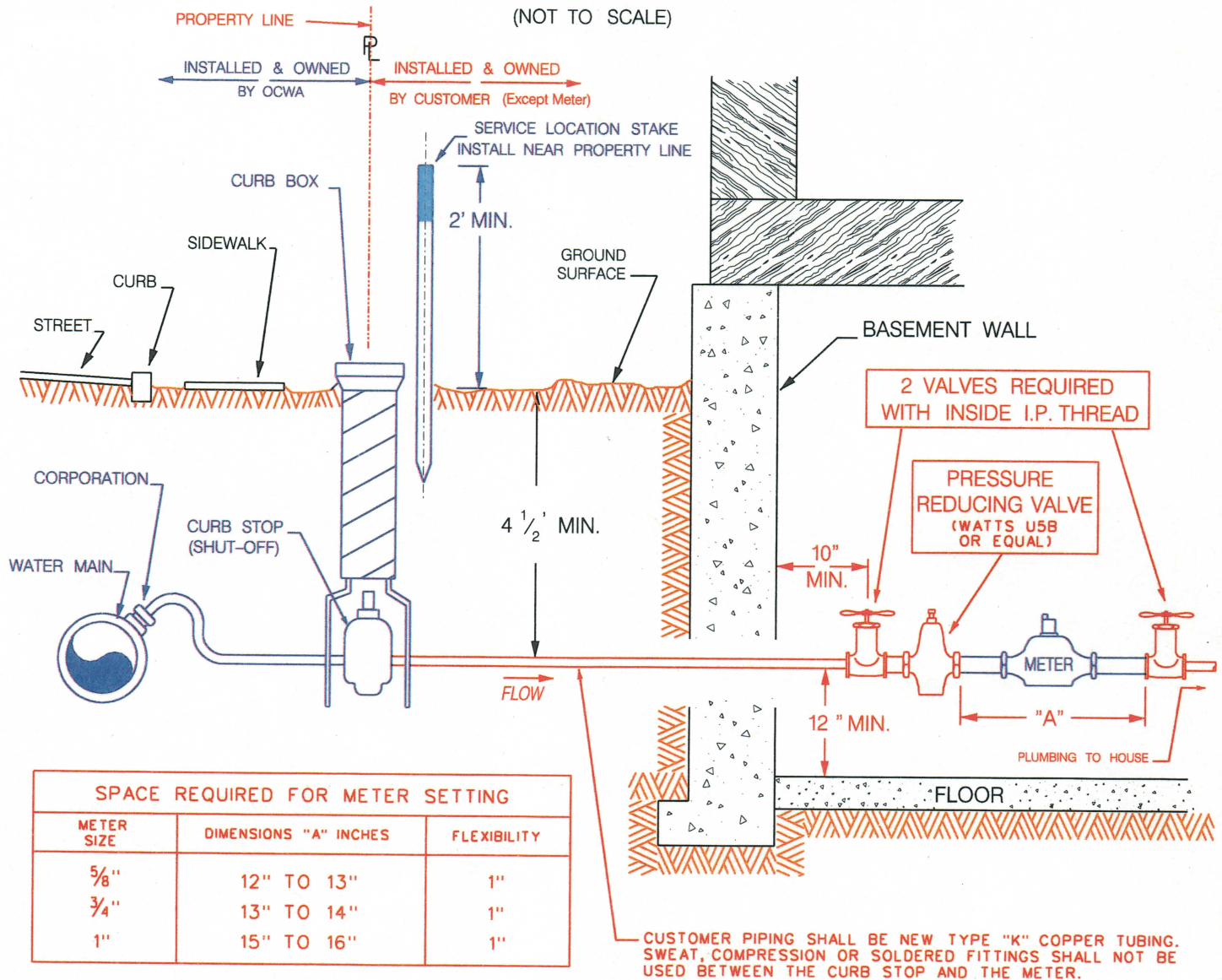


METER SIZE	METER BOX DIA.	HIGH PRESSURE METER BOX
5/8"x3/4"	15"x60"	Tandem
3/4"	15"x60"	Tandem
1"	18"x60"	Tandem



# TYPICAL WATER SERVICE & METER INSTALLATION WITH PRESSURE REDUCING VALVE

(NOT TO SCALE)



## NOTES

1. Water Authority will not connect to customers service, unless customer has a long stake extending from the exact end of pipe to approximately two (2) feet above surface of the ground.
2. Houses having no cellars will require an inspection and approval of customer's service pipe before connection is made.
3. All materials will be furnished and installed by the Water Authority from the water main to the property line.
4. Property owner furnishes all materials and installs all piping to and into the building except the meter which is furnished and installed by the Water Authority. Customer's piping shall have a minimum cover of four and one half (4 1/2) feet.
5. Meter must be located less than three (3) feet from where the service enters the basement between two (2) shut-off valves and be conveniently accessible for reading and changing.
6. Piping is to be installed at the above listed clearance and have sufficient flexibility to set and/or remove meter.
7. The inlet valve next to the meter shall be a flared copper to iron pipe thread valve or a flared copper to iron pipe thread angle valve.