

# Application for Water Service

Department of Public Works - Water Division  
Hadley, MA

I hereby apply to the Water Department for service pipe and use of water at my premises.

No. W \_\_\_\_\_ - \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Email Address: \_\_\_\_\_

Address: \_\_\_\_\_

Phone # \_\_\_\_\_ Start Date: Service/Construction: \_\_\_\_\_

Location of Water Service: \_\_\_\_\_

Pipe Size \_\_\_\_\_ Water Service is for: Commercial  Residential  Industrial   
Lawn Irrigation Yes  No  **If yes see permit fee below**

### REQUIREMENTS:

1. A Neptune T-10 Integrated E-Coder meter in cubic ft. must be installed and tested before the water is turned on. Locks are required on all meters.
2. A Back Flow Preventer is required on ALL services and irrigation systems. Backflow Preventers for businesses shall meet the requirements of the Hadley Water Department and the Commonwealth of Massachusetts. Plans must be submitted to the Hadley Water Department for approval.
3. Town Collector/Water Department Billing Clerk shall be notified as soon as water is turned on. Office Hours are 9:00a.m. – 4:00p.m. Monday – Friday; phone number: (413) 584-4246
4. Water Department shall be notified of serial number and meter location **before** water is turned on.
5. Prior to backfilling the water service pipe trench, the water service line must be inspected from the curb box to the proposed water meter location by the Hadley Water Department – **24-hour notice is required.**
6. **Water service lines over 100 ft. must have meter pit and tracer wire.**
7. A 24-hr. notice to the Hadley Water Department is required for turning water on or shutting water off, *except in the case of an emergency. No one except Water Department personnel to turn water on or off.* Call (413) 586-8756 to schedule.
8. Applications are good for 6 months **from date of issue.**
9. Attach a diagram of the lot on which the proposed water service is to be located – see below for requirements of drawing submittal

The above is a full and fair statement for all uses of water. Subject at all times to the rules and regulations of the Hadley DPW Water Commissioners and the Water Department.

### Application Fees (Please check all that apply):

3/4"	<input type="checkbox"/>	\$250.00	4"	<input type="checkbox"/>	\$800.00
1"	<input type="checkbox"/>	\$400.00	6"	<input type="checkbox"/>	\$1,000.00
1 1/2"	<input type="checkbox"/>	\$500.00	8"	<input type="checkbox"/>	\$3,000.00 + \$3 per ft
2"	<input type="checkbox"/>	\$600.00	12"	<input type="checkbox"/>	\$5,000.00 + \$5 per ft.

Service Line Inspection Fee for all Services (required) \$30.00

Lawn Irrigation Fee \$50.00

I hereby submit the total fee of \$ \_\_\_\_\_ for the above service. I guarantee the payment of all water rates and conformance to all Water Department, State and Federal Regulations.

Property Owner or Contractor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

DPW Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Account # _____
Map/Parcel# _____

Commercial  Residential  Industrial

Serial #'s \_\_\_\_\_

## **DPW Policy for Submittal of Drawings**

- All drawings shall be CAD (Computer Aided Drafting) or formal hand drawing
- Freehand sketches are not acceptable
- True North arrow is required
- All drawings shall be to scale, with a maximum of 50:1 (50 feet of property is 1 inch on paper)
- All pertinent dimensions shall be shown
- Use of Dimension Table is acceptable
- Minimum paper size = 8 ½" X 11"
- All property lines shall be delineated
- All pertinent features shall be delineated (existing and proposed): boundaries, buildings, parking areas, green spaces, driveways, curb cuts, sign location, immediate abutters, all exterior lighting, traffic flow, wetlands, etc.