



## ***RIVERHEAD WATER DISTRICT***

Frank Mancini, Superintendent

1035 Pulaski Street, Riverhead, New York 11901

Phone: 631.727.3205

Email: [mancini@townofriverheadny.gov](mailto:mancini@townofriverheadny.gov)

---

### **BUSINESS/COMMERCIAL/INSTITUTIONAL HOOKUP INFORMATION**

The following information explains how to hookup a business/commercial/institutional building to the Riverhead Water District for water supply:

#### **CONTRACT FOR WATER SERVICE**

Completion of a contract for water service is to be completed at the Water District office located at 1035 Pulaski Street, Riverhead, New York. Application and payment for the service **must be made** prior to commencement of any work by the Riverhead Water District and/or its designated contractor.

**For one-inch (1") installations:** The owner is responsible for running a "Type K" copper or American Water Works Association-approved water-grade polyethylene with a rating of 200 psi from the building to the property line (i.e., the property line on the street where the water main is located), which must be buried a minimum depth of 54 inches. A ball or gate valve as specified by the ***New York State Plumbing Code*** must be sweat onto the service line and left in the **CLOSED** position.

**For installations of one-and-one-half (1.5") and over:** Service line installation shall be the same as for a one-inch (1") service as it pertains to copper pipe up to one-and-one-half inches (1.5"). The installation of service lines of two inches (2") and above may be (grade of plastic pipe) \_\_\_\_\_. Installation of the service at the water main shall be constructed by the duly designated contractor for the Riverhead Water District at the cost and expense of the property owner. The Riverhead Water District will forward the cost estimate to the owner who will forward a check to the Riverhead Water District so a purchase order for the installation may be obtained.

**Service Line Inspections:** The one-inch (1") service line installed for a new commercial hookup **MUST BE INSPECTED** before the trench is backfilled. A service line inspection fee of **\$50.00 is in addition to the hookup fee**. This fee is included in the large tap fee for 1.5" and larger services.

**NOTE: YOU WILL NOT BE PUT ON THE HOOKUP LIST UNTIL YOU ADVISE US THAT THE SERVICE LINE IS OUT TO THE PROPERTY LINE AND YOUR HOOKUP FEE IS PAID.**

One-inch (1") meters are supplied to the customer as part of their connection fee. Meters one-and-one-half inches (1.5") and larger are purchased by the owner at the owner's cost and expense. All meters are manufactured by Sensus Metering Systems and shall be equipped with touch-read and radio-read devices. Meter specifications may be obtained at the Riverhead Water District office at the above address or may be faxed to the owner upon request.

## **CONNECTION AND KEY MONEY FEES**

Connection fees are based on the size of the service requested as follows:

- |                                 |                                 |
|---------------------------------|---------------------------------|
| A. 1" service in vault:         | \$ 3,100.00 (See <b>NOTE</b> )  |
| B. Service line inspection fee: | \$ 50.00 (1" service line only) |
| C. 1 1/2" & over:               | \$ 600.00 Large Tap Fee         |

A one-time key money fee shall be paid to the Riverhead Water District. This fee is based on daily water consumption at the rate of \$9.10 per gallon. Installation of the water service shall not commence until all fees are paid to the Riverhead Water District.

The following information is needed to complete the contract for water supply:

- A. Name and address for billing purposes;
- B. Property (street number and name) location of building to be hooked up (if different from billing address);
- C. Suffolk County Tax Map #;
- D. Telephone numbers for applicant;
- E. Size of water service (or 1", 1 1/2", etc.).

## **BACKFLOW PREVENTION**

All commercial services, regardless of size, require the installation of a backflow prevention device in accordance with **New York State Sanitation Code** Part 5. Five (5) copies of New York State Department of Health application DOH-347, together with a \$75.00 application fee made payable to the **SUFFOLK COUNTY DEPARTMENT OF HEALTH**, must be completed and submitted to the Riverhead Water District Superintendent for review. The application must also include (5) copies of the Engineer's Letter, (5) RPZ drawings, (1) compliance letter and a \$75.00 fee payable to the Riverhead Water District for RPZ review/submittal. After the application has been signed by the Superintendent, it will be forwarded to the Health Department for review and approval.

## **ACTIVATION OF SERVICE**

**ONE-INCH SERVICES-EXISTING BUILDINGS:** After we have completed work in the street, you should make an appointment with your plumber to disconnect your well, if this is an existing business, which we must inspect pursuant to New York State Law to see that the well has been **physically disconnected** from all plumbing served by the new water service, and connect to your new service. When you have made the appointment with your plumber, please contact the office 24 hours prior to the appointment so that we may inspect the installation of your backflow prevention device, which must conform to the approval by the Suffolk County Health Department, install your meter and activate your water service. **IMPORTANT: Please DO NOT have your plumber disconnect your well before making the appointment with our office as this will leave you without water.**

**ONE-AND-ONE-HALF INCH AND LARGER SERVICES:** For existing buildings, please follow the above procedure for one-inch (1") services.

**NEW BUILDINGS:** It shall be the responsibility of the contractor to contact this office prior to the service being activated in order to inspect the installation of the backflow prevention device

(RPZ). If this inspection is in compliance with the application **filed with and approved by the Suffolk County Department of Health Services**, the service will be activated.

**NOTE: EVEN THOUGH THE BACKFLOW DEVICE IS NEW, IT MUST BE TESTED WITHIN 45 DAYS OF INSTALLATION PURSUANT TO SUFFOLK COUNTY HEALTH DEPARTMENT REGULATIONS.**

### **BILLING**

Billing is done on a quarterly basis (once every three [3] months or four [4] times a year) for one-inch (1") services and monthly for services 1.5" and above.

Following are rates for fire lines and metered water services:

#### **QUARTERLY FIRE LINE RATES (billed quarterly regardless of size):**

Size Code	Line Size	Fee
1	2" Line .....	\$ 55.00
2	4" Line .....	\$ 66.00
3	6" Line .....	\$143.00
4	8" Line .....	\$286.00
5	10" Line .....	\$374.00
6	12" Line .....	\$473.00

#### **QUARTERLY BILLING RATES – WATER SERVICE:\***

1"..... \$20.00.....

#### **MONTHLY BILLING RATES – WATER SERVICE:\***

1 1/2"..... \$ 15.00.....  
2"..... \$ 20.00.....  
3"..... \$ 24.00.....  
4"..... \$ 30.00.....  
6"..... \$ 45.00.....  
8"..... \$ 105.00.....  
10"..... \$125.00.....  
12"..... N/A..... N/A

**\*\$1.95 is charged for each 1,000 gallons.**

If you have any further questions regarding connection to the Riverhead Water District, please feel free to contact the office at 631.727.3205 or 631.727.3200 Ext. 338, Monday through Friday (except holidays) from 8:30 a.m. to 4:30 p.m.