



Port Ewen Water & Sewer District

Office of the Superintendent

131 River Road

Ulster Park, NY 12487

Water & Sewer Tap Checklist & Application

1. Water & Sewer tap application must be filled out completely and returned to the Port Ewen Water & Sewer District Superintendent

Please note: Incomplete applications will be denied

2. The contractor or owner must submit proof of insurance with a minimum amount of **\$1,000,000** and a bond in the amount of **\$10,000**. **Insurance and bond must name Port Ewen Water & Sewer District as certificate holder**

3. The contractor or owner must apply for an excavation permit from the Town of Esopus Highway Department or the Ulster County Highway Department and submit a copy of the permit to the Port Ewen Water & Sewer District Superintendent.

Backfilling the excavated tap site/sites shall comply with the respective Highway Department's standard operating procedures

4. Preliminary site meeting prior to tap application approval. **Owner of actual property if available, contractors that will perform ANY excavation work with respect to water & sewer services, Port Ewen Water & Sewer District Foreman, and the Port Ewen Water & Sewer District Superintendent**

5. Unless otherwise specified by the Port Ewen Water & Sewer District Superintendent, if available, Port Ewen Water & Sewer District personnel will perform ALL water main taps up to and including 1" and the owner's contractor shall be held responsible for tapping into the sewer system.

6. In the event Port Ewen Water & Sewer District personnel are unavailable or cannot perform the scheduled water main tap, the Port Ewen Water & Sewer District Superintendent reserves the right to approve or deny requests from any contractor asking to complete this task.

7. The contractor or owner must call 811 **UDIG-NY** to request a markout of all utilities. The Port Ewen Water & Sewer District will schedule all taps.

8. All materials must be approved by the Port Ewen Water & Sewer District Superintendent, and all plumbing must comply with Town of Esopus code.

9. One (1) water meter will be supplied by the Port Ewen Water & Sewer District.

10. The contractor or owner must request a final inspection of the water meter installation prior to the issuance of a certificate of occupancy.

11. 2025 Fees for water and sewer taps are as follows:

Water tap - \$ 300.00

Sewer tap - \$ 300.00

Check or money order made out to; Port Ewen Water & Sewer District

Port Ewen Water & Sewer District
Tap Application

Owner Information:

Name _____

Address _____

Phone # _____

Service address _____

Building permit # _____

Sec. Block, Lot # _____

Signature of owner

Date

Contractor Information:

Name _____

Address _____

Phone # _____

Plumber:

Name _____

Address _____

Phone # _____

Approved _____ Denied _____ Date _____

Superintendent's Signature _____

