

West Neck Water District
A Shelter Island Municipal Water System
Application for Water Service

Please complete following instructions and sign on:

Date: _____

Name: _____

Address: _____

E-mail: _____ Telephone: Business: _____

Home: _____

Contractor Name and Telephone No.: _____

Plumber Name and Telephone No.: _____

Check all that apply: Year-round _____ or Seasonal _____

 New Construction _____ or Renovation _____

 Residential _____ or Commercial _____

If residential, number of bedrooms _____ number of bathrooms _____

 Pool: yes _____ no _____

Any other existing buildings & if so, what are they? _____

Is there existing water service at any of these other buildings? _____

Describe service & its source above _____

If commercial, what is the nature of the business: _____

Description of new water service request _____

Note: For new service to one or more buildings, a fee of \$3,300 **per service** must be paid to the West Neck Water District, payable at the time of application.

Applicant's signature _____

Reviewed and approved by the West Neck Water District Board

Signed

Date: _____

Procedure for Applications for service from the West Neck Water District:

- Applications are available on the Shelter Island Town website
- Fill out the application and submit it with the following attachments to the Building Department
- All renovations, new additions, new construction, outdoor showers, hose bibs, etc. this form must be filled out and submitted to WNW for approval **prior** to work commencing for water services.
- Attach a copy of the plans for the construction or renovation. If the application is for new service, also attach a copy of the survey indicating the placement of the water line(s) to the main, all structures existing and new and septic system.
- Attach photos of existing conditions both interior and exterior. (Note photos of all existing conditions must be attached to this application. Premises is subject to inspection by WNW officials)
- A fee per service of \$3,300 is due at the time the application is submitted. The check should be payable to: West Neck Water District.
- The Building Department will notify the West Neck Water District Board that the completed application with attachment(s) has been received. The Board will review said application and attachments. If the application is not entirely filled out and/or all attachments are not submitted, your application may be delayed until all information is received. When they have been approved, you and the Building Department will be notified. Should your application **not** be approved, your check will be returned.
- If you have any questions regarding West Neck Water or this application, please telephone Board member Ms. Lori Beard Raymond at 347-697-9720.
- If you need more room to complete the reverse or have any additional comments or notes that you wish to accompany this application, please attach another page.
- Reminder: Please remind your architect, contractor and plumber to follow the Rules & Regulations of West Neck Water. If they are unfamiliar, a copy of the Rules & Regulations can be obtained at Town Hall or on the Shelter Island Town web site.
- Approved by West Neck Water does not mean you may proceed without approvals from the other government and/or Town agencies.