

PACKET CHECKLIST

Application
Mortgage authorization
Water rates and billing procedure
Guide for special benefit assessments (EDU)
Water law
Specification of typical service lateral

APPLICATION PROCEDURE

Return completed application
Submit current abstract (6 months or less)
Submit copy of current paid taxes
Submit copy of survey map
Submit copy of approved map by planning board (New subdivisions only)
Payment fee of \$1200.00
If possible write easement into mortgage

This is sent to our attorney, an easement is drawn up returned to applicant to be signed and notarized.

**TOWN OF HOUNSFIELD
RESIDENTIAL OR COMMERCIAL
WATER CONNECTION PERMIT APPLICATION**

NAME AND ADDRESS OF APPLICANT: _____

LOCATION OF BUILDING TO BE SERVED: _____

PHONE NO.: _____

TAX PARCEL NO. : _____

WATER DISTRICT NO.: _____

IS THIS COMMERCIAL OR RESIDENTIAL BUILDING? _____

IN CONSIDERATION OF THE GRANTING OF THIS PERMIT THE
UNDERSIGNED AGREES:

1. To accept and abide by all provisions of the Town of Hounsfeld Water Law for District No. ____, and all other pertinent ordinance or regulations that may be adopted in the future.
2. To meet all specifications required by the Town of Hounsfeld Water District for construction of a water service.
3. To notify the Superintendent or his representative when the water line is ready for inspection and connection to the public water, but before any portion of the work is covered.

“The following information is requested by the Federal Government in order to monitor compliance with Federal Laws prohibiting discrimination against applicants seeking to participate in this program. You are not required to furnish this information, but are encouraged to do so. This information will not be used in evaluating your application or to discriminate against you in any way. However, if you choose not to furnish it, we are required to note the race/national origin of individual applicants on the basis of visual observation or surname.”

Ethnicity:

Hispanic or Latino _____

Not Hispanic or Latino _____

Race: (Mark one or more)

White _____ **Black or African American** _____

American Indian/Alaska Native _____ **Asian** _____

Native Hawaiian or Other Pacific Islander _____

Gender: Male _____ **Female** _____

Date: _____ Signed: _____

Application Fee: _____

Application approved and permit Issued :

Date: _____ Signed: _____

“This is an equal opportunity provider, employer and lender.”

To file a complaint of discrimination write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (800)795-3272 (voice) or (202) 760-6382 TDD

MORTGAGE AUTHORIZATION

I/We, the undersigned, the Mortgagor (s), do hereby authorize Schwerzmann & Wise, P. C., to discuss my/our outstanding mortgage on my/our home with and to negotiate and obtain a Release of Part of Mortgaged Premises to Easement Grant (Subordination of Part of Mortgaged Premises to Easement Grant) (Subordination of Mortgage to Easements) (Consent of Lienholder)for easement granted by me/us to the Town of Hounsfield Water District No.2.

Loan Account No.:

Bank Address :

Payment Address :

WATER RATES

Customers of Water District 1 (Paddy Hill)

Effective January 1, 2006 the quarterly water rates for each property served in Water District 1 is \$100 flat rate plus \$7.84 per 1000 gallons, or any portion thereof, of water used.

Customers of Water District 2

There is a yearly benefit assessment rate added to your tax bill in January. Currently that rate is \$346.

The quarterly water rents are \$60 for 0 – 10,000 gallons, plus \$2.40 per each 1,000 gallons, or any portion thereof, in excess of 10,000 gallons.

The outside user fee is \$5 per 1,000 gallons.

There is a ten percent (10%) penalty for late payments.

READING AND BILLING PROCEDURE

Jeff Kenney, Water Operator, reads the meters and his telephone number is 782-6380 Ext. 2. Mary Ann Yuhas, prepares the bills and makes any changes in information (addresses or names) and her telephone number is 493-0088. Diane Nier, Town Clerk, accepts payments for the water bills and her telephone number is 782-6380 Ext. 3. You may either mail payments to her at 18774 Co. Rt. 66, Watertown, N.Y. 13601 or pay in person at her office.

GUIDE FOR SPECIAL BENEFIT UNIT ASSESSMENT
TOWN OF HOUNSFIELD WATER DISTRICT No. 2

PROPERTY USE

UNIT CHARGES

1. Residential

- | | |
|--------------------------------------|--|
| a. Single Family | 1.0 unit per lot or parcel. |
| b. Multiple Dwelling | Same as single family residence plus 1.0 unit for each additional family unit over one. |
| c. Combined Residential & Commercial | Same as residential plus additional units based on the specific type of commercial use utilized. |
| d. Trailer Park | 1.0 unit per single family trailer plus 0.5 unit per vacant acre. |

2. Commercial Utilization

Unit Assessment for commercial utilization shall be as listed below. When utilization is a combination of commercial enterprises, each enterprise shall be assessed on an individual basis:

- | | |
|--------------------------------|---|
| a. General Commercial | 2.0 units per lot or parcel with single commercial use, unless otherwise specified. |
| b. Bank | 2.0 units |
| c. Barbershop or Beauty Parlor | 2.0 units |
| d. Car Wash | 2.0 units for each vehicle stall |
| e. Commercial/Service | 1.0 unit |
| f. Delicatessen | 1.0 units |
| g. Drive-in Theatre | 0.1 unit per parking place. |
| h. Garage | 5.0 units |
| i. Gas Station | 5.0 units |
| j. Laundromat | 10.0 units |

k.	Meat Packaging/ Processing	10.0 units
l.	Motel	0.5 unit per room, plus 0.5 unit per motel office, plus 1.0 unit for attached residence for owner or manager.
m.	Office Building	1.0 unit per each 1,000 square feet of gross floor space or portion thereof, and 0.1 unit per employee occupant.
n.	Pharmacy	2.0 units
o.	Restaurant or Diner	1.0 unit for each 20 of the maximum permitted occupancy capacity or part thereof, including bar area.
p.	Shopping Plaza	1.0 unit per each 1,000 square feet of building gross floor space or portion thereof, and 0.1 unit per employee occupant, and 0.1 unit per parking space as required by law or as shown on approved site plans.
q.	Small/Large Retail	1.0 units
r.	Take-out only Restaurant	1.0 unit
s.	Tavern	1.0 unit for each 20 of the maximum permitted occupancy capacity or part thereof.
t.	Theatre	1.0 unit for each 20 of the maximum permitted occupancy capacity or part thereof.
u.	Veterinary Hospital/Office	1.0 unit
3.	Industrial Land or Industrial Park	Same as specified for an enterprise in either Section 2. If enterprise is not specified therein , then 2.0 units per each enterprise on each lot or parcel, plus 0.5 unit per acre of vacant land.
a.	Utilized Industrial	Same as specified for an enterprise in Section 2. If enterprise is not specified therein , then 2.0 units per each enterprise on each lot or parcel
b.	Warehouse	1.0 unit

4. Institutional Uses

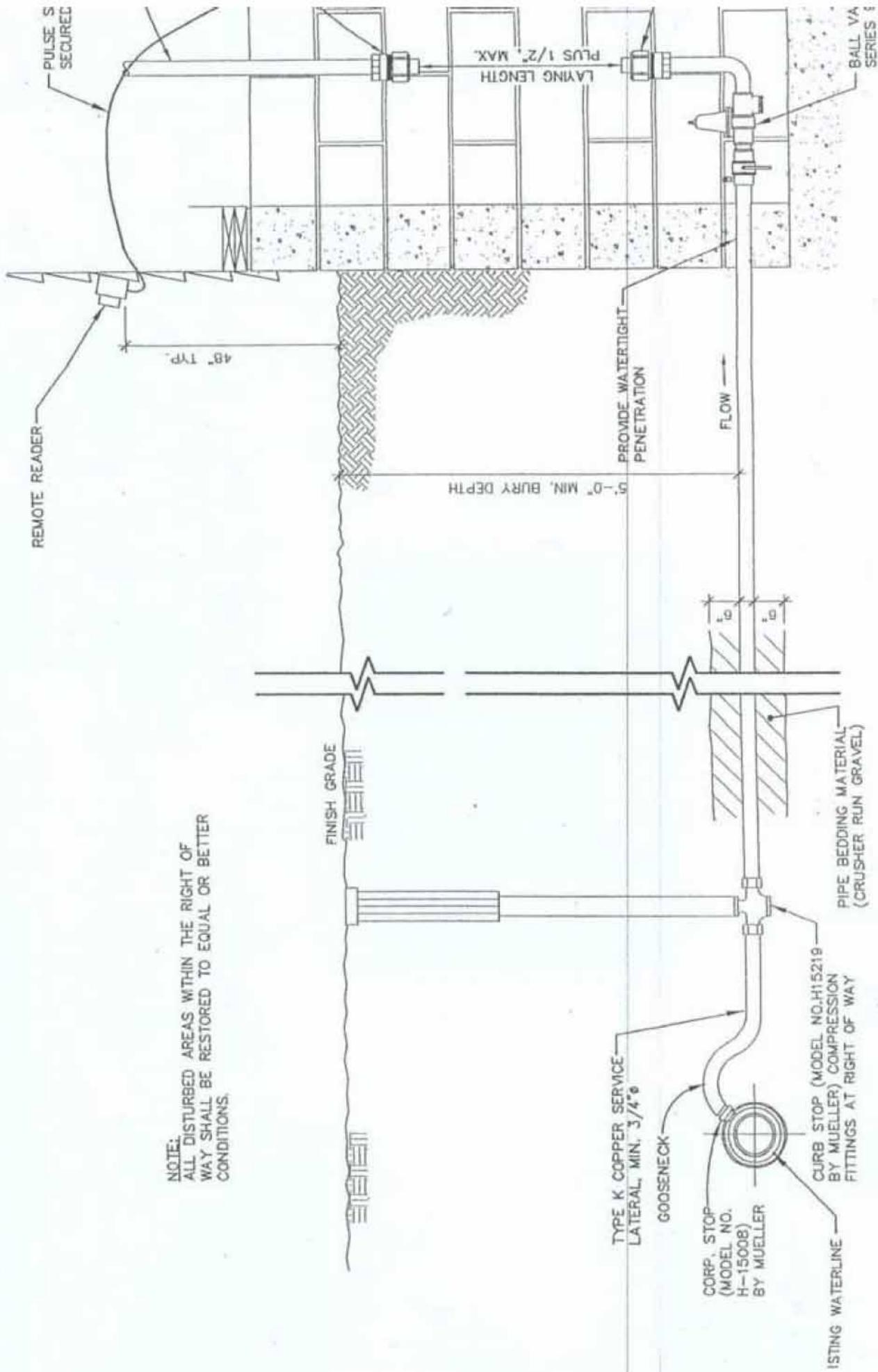
- a. School 0.1 unit per pupil, employee and staff member.
- b. Church, Parsonage 1.0 unit for each use.
- c. Fire Station 1.0 unit
- d. Library 1.0

5. Farm/Agriculture

1.0 unit per hookup
0.5 unit per vacant lot, unless exempt pursuant to the NY Agriculture and Markets Law

6. General

- a. Vacant lot not located within 100 feet of a water main, or unable to be built upon pursuant to Town of Hounsfield Zoning Law 0.0 unit
- b. A vacant lot upon which a structure may be built pursuant to Town of Hounsfield Zoning Law 0.5 unit
- c. Lot having a structure, other than those provided for herein, which is not connected to the water system 0.5 unit



NOTE:
 ALL DISTURBED AREAS WITHIN THE RIGHT OF
 WAY SHALL BE RESTORED TO EQUAL OR BETTER
 CONDITIONS.

TYPICAL SERVICE LATERAL DETAIL
 NOT TO SCALE