

**VILLAGE OF MILLBROOK**  
**WATER AND SEWER PERMIT APPLICATION**

All applicants for connection to Village water and sewer must follow procedures outlined below and all applicable fees must be paid before work can proceed.

Only a licensed plumber will be permitted to tap into Village water and sewer mains. A fee of \$500.00 (five hundred dollars) for each water connection and \$500.00 (five hundred dollars) for each sewer connection must be paid.

In addition, a \$500.00 bond, made payable in a separate check, is required for each connection. The bond is returnable after inspection by the Village of Millbrook Water and Sewer Department and certification that the work was completed according to Village of Millbrook specifications. The Village has adopted the State of New York Plumbing Code and all piping must conform to this code.

Checks should be made payable to the Village of Millbrook.

All work must be done during regular business hours, Monday through Friday.

The Village of Millbrook will furnish one (1) water meter and connection, and one (1) curb stop and curb box at no charge. Any additional meters and boxes as well as all other materials and supplies will be at the expense of the applicant.

The trench is not to be closed until after the inspection by the Village of Millbrook Water and Sewer Department. After inspection, the trench(es) must be filled with sand and gravel and compacted. Once the materials have settled, the area should be blacktopped, where necessary.

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NOTE: All appropriate signatures must appear below before work can begin or any bond money can be returned.

Fee Received: \_\_\_\_\_ Cash / Check # \_\_\_\_\_

From: \_\_\_\_\_ Date: \_\_\_\_\_

Inspected by: \_\_\_\_\_ Approved: \_\_\_\_\_  
Village of Millbrook Representative

Bond Amount Returned: \_\_\_\_\_ Date: \_\_\_\_\_

**VILLAGE OF MILLBROOK**  
**PERMIT APPLICATION FOR WATER and SEWER HOOK-UPS**

Name of Applicant: \_\_\_\_\_

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

Telephone #: \_\_\_\_\_

Location of Project: \_\_\_\_\_

Is this project new construction?: \_\_\_\_\_ Have you appeared before the  
Planning Dept. for this project? \_\_\_\_\_

Name of Licensed Plumber: \_\_\_\_\_

License #: \_\_\_\_\_ Telephone #: \_\_\_\_\_

*I understand the attached and will comply with all of the stated requirements from the Village of Millbrook pertaining to water and sewer connections.*

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

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**PERMIT APPROVAL/DENIAL**

Permit Denied: \_\_\_\_\_ Reason: \_\_\_\_\_

Approval to Proceed: \_\_\_\_\_ By: \_\_\_\_\_  
Water/Wastewater Department Head Signature

Approved for: Water \_\_\_\_\_ Sewer \_\_\_\_\_ Date of Approval/ Denial: \_\_\_\_\_

Total Fee Received: \_\_\_\_\_ Cash / Check # \_\_\_\_\_

The above figure represents:

\$ _____	for water tap
\$ _____	for sewer tap
\$ _____	for bond(s)
\$ _____	for other expenses, including additional meters. This must be itemized.

Monies received by Village Clerk: \_\_\_\_\_ Date: \_\_\_\_\_

Initials: \_\_\_\_\_

Copy submitted to: \_\_\_\_\_ Building Inspector Date: \_\_\_\_\_

\_\_\_\_\_ Planning Board Date: \_\_\_\_\_