



**TOWN OF NEW SHOREHAM
POLICY
PRIVATE SEWER / WATER LINES - INSTALLATION**

1. If your property **is not** already in the Water/Sewer District, a letter requesting to be added to the District needs to be sent to the New Shoreham Sewer Commission @ P.O. Box 774 or Board of Water Commissioners @ Box 998, Block Island, RI 02807 listing the property owner's name, address, telephone numbers on/off island, Plat and Lot of parcel to be included.
2. If your property **is** in the Water/Sewer District, call to make an appointment with Water Superintendent at 466-3232 or Sewer Superintendent at 466-3231 for instructions and a permit application to connect.
3. With approval by the District, separate Allocations must be purchased for water and sewer. All charges/fees outstanding or due for water/sewer service must be paid in full before any new allocation for service can be approved through the New Shoreham Sewer and Water District Office. No Building Permit will be issued unless all Allocations are paid for.
4. Once the Allocation has been approved and paid for, then the applicant shall submit two (2) sets of plans for review: 1 set to the Town Engineer (James J. Geremia & Associates, Inc., 272 West Exchange St., Suite 201, Providence, RI 02903) and 1 set submitted to the Water Superintendent and/or 1 set to the Sewer Superintendent for review and approval.
5. Upon receipt of approval for the plans, the Applicant can then apply for a permit to connect (water or sewer). The permit application must contain the signatures of the property owner and the Rhode Island licensed Underground Utility Contractor or Master Plumber.
6. The Applicant must obtain the necessary road opening permits from the Town's Public Works Department and/or RIDOT, as applicable. Note that a Town Road Opening Permit is required for any work in a Town right-of-way.
7. Prior to commencing the work, the Underground Utility Contractor/Master Plumber must provide the Water/Sewer Superintendent at least two (2) work days prior to starting the work. No work requiring inspection shall be performed on Saturdays or Sundays without approval of the Water/Sewer Superintendent.
8. The inspection shall be performed by the Water/Sewer Superintendent or his/her duly authorized representative.
9. The Applicant must strictly conform to all existing ordinances and to all ordinances, rules and regulations relating to the use of public water/sewer as presented in the Town's Utilities Standards.
10. All contractors must be Rhode Island licensed Underground Utility Contractors or Master Plumbers.
11. In any new construction, a Certificate of Occupancy (CO) will not be issued until the Building Official is notified that an inspection of lines by the Water/Sewer Department is complete, as-built plans are provided, and the Superintendent has approved the work.

Office of the New Shoreham Sewer and Water Districts
Box 774, Block Island, RI 02807
401-466-3231 Mon. – Fri. 8:00 AM-3:00 PM

New Shoreham Sewer Commission Adopted March 18, 2019

New Shoreham Board of Water Commissioners Adopted March 18, 2019