

## SECTION 3 – WATER AND SEWER TAP PROCEDURES

### 3.5 Application for Service

#### 3.5.1 Qualification for Taps

An owner of record of a lot in the Steamboat Lake Subdivision, within the Steamboat Lake Water and Sanitation District (SLWSD) Service Area, is qualified to submit an application for service. Lots currently classified as B lots are eligible for new taps, and owners of lots & parcels not currently classified as B lots may discuss tap possibilities with SLWSD and may propose system upgrades to facilitate taps, in accordance with SLWSD Rules & Regs.

These items must be completed before a tap will be scheduled:

#### 3.5.2 Tap Application

- a) The owner must submit a tap application to SLWSD and pay tap fees in full. Tap fees include: \$5,600 for water tap and \$7,000 for sewer tap and \$250 for water meter. SLWSD will discuss requirements with owner in detail.
- b) Owner must submit a site plan showing utility easements. The site plan must show the location of lot boundary, house, water and sewer service lines from house to proposed tap location. SLWSD may provide a general location of water and sewer mains, but does not have surveyed as-builts of all main water and sewer lines.

#### 3.5.3 Requirements

- a) Taps may only be made between May 1st and October 15th in any year, *weather permitting*.
- b) Substantial progress must be made within 12 months of submitting tap application. If a tap is not installed within one year, applicant is subject to any increases in District tap fees until tap is complete.
- c) The District will supply the Property Owner with the names of contractors approved to do work in the District. Owner must use an authorized contractor to excavate the service line from the main to the curb stop and install the taps on the main. Selection of the excavator from the curb stop to the structure is at the discretion of the Property Owner.
- d) Any excavation, tap or service line installed without the approval of SLWSD, or work completed without inspection approval of SLWSD is subject to re-excavation, demolition, repair and construction as necessary to meet SLWSD specifications and requirements at owner's and/or contractor's expense.
- e) Owner's selected Contractor must supply photos of the tap, trench and service lines and as-built drawings to the District. As-builts will include two (2) swing ties to locate the tap on the main and the curb stop and indicate depth of service tap. Owner must also provide a signed document from the Contractor stating that Contractor has been paid in full

#### 3.5.4 Notification & Scheduling

Scheduling of the tap and installation of the service line to the curb stop is the responsibility of the Property Owner and the Authorized Contractor, subject to paragraph 3.5.3a.

#### 3.5.5 Tap Installation

The tap connection must be at a location which minimizes the disturbance to the road. The water and sewer taps must be made in two separate trenches, 10 ft. apart. *See Exhibit A of this section for design details and specifications.*

Owner shall be responsible for any repairs to the water and sewer system that may be required due to damages that result from their construction and extension of service lines to their home.

#### 3.5.6 Water and sewer service

Water and sewer service is available when tap is completed and AFTER contractor release, as-builts with swing ties and photos are provided to the District.

**Billing:** SLWSD will begin billing as of tap installation date regardless of the date the service is turned on or Owner starts using service. Users are billed quarterly for combined water and sewer service. See Section 6 for Rates, Charges and Collection Procedures.

**Water system:** SLWSD requests all users to practice strict conservation principles in home and outdoor use. Backflow preventers should be installed where appropriate. Water meters are required for future billing program.

**Sewer system:** SLWSD requests that users refrain from disposal of chemicals or solid objects in sewer.