

SECTION 3 – WATER AND SEWER TAP PROCEDURES

3.0 APPLICATION FOR SERVICE

3.1 QUALIFICATION FOR TAPS. An owner or 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 and Regulations.

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

3.2 TAP APPLICATION.

- A. The Owner must submit a tap application to SLWSD and pay applicable System Development Fee (SDF) and tap fee in full. If subject lot will be served by a line(s) subject to rebate for provisions investments, the district will discuss requirements with Owner in detail. Upon receipt of applicable fees, the district will inform the HOA and ECC (Environmental Control Committee) committees of SDF payment received, and when inspection completed.
- 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. Owner to provide description of proposed improvements.

3.3 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 18 months of submitting tap application. If tap is not active within 18 months, the applicant is subject to any increases in District fees until tap is active.
- 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 construct the service line from the main to the curb stop and install the taps on the main. Selection of Contractor 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 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.

3.4 NOTIFICATION AND 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 3.3 A and C.

3.5 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 Appendix C following these Regulations)

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.

3.6 WATER AND SEWER SERVICE. Water and sewer service is available when tap is completed 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 Fees and Collections and Appendix A for District's Rate and Fee Schedule.

Sewer System. SLWSD requires that users refrain from disposal of chemicals or solid objects in sewer. Only typical in-home/building sanitary wastes shall be discharged to the district's sewage collection system; any other waste discharges must be preceded by the Board's written specific approval. No surface or subsurface (e.g. sump pump discharge) contaminated flows shall be discharged to the District's sanitary sewer system.