

**CITY OF SANDPOINT  
WATER RULES AND REGULATIONS  
2020**

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**I. APPLICABILITY**

These rules and regulations serve as the *Water Rules and Regulations* (“Water Rules”) and are applicable to the entire drinking water system and all users, in accordance with and supplementary to City Code Title 7, Chapter 6– *Municipal Water System* and violating the Water Rules is subject to Section 19, Penalties.

**II. GENERAL**

1. Unless the context specifically indicates otherwise, the meanings of terms used in these Water Rules shall be as defined in City Code 7-6-3. For the purpose of these Water Rules, the following terms relating to the water provided by the City for human consumption and irrigation are interchangeable and have the same meaning: “drinking,” “potable,” and “domestic.”
2. No person other than one authorized by the City shall uncover, make any connections with or opening into, use, alter, or disturb any element of the drinking water system, including but not limited to the public water service line without first obtaining a written permit from the City.
3. The Owner is entirely responsible for their private water service line, in accordance with Section V. All Water Users shall have the responsibility of, and be liable for, and shall pay for, all costs and expenses of maintaining their own private water service line(s).
4. The City shall not be obligated to perform any services whatsoever in locating leaks or other troubleshooting on private property, unless the service connection extends onto private property, whereby the City shall only perform work up to and including the water meter.
5. In cases of emergencies, repairs, or during periods of water shortage, the City may, with the approval of the City Council, restrict the use of water for any purpose.

**III. SERVICE CONNECTIONS; PUBLIC WATER SERVICE LINE**

1. APPLICATION AND PERMITTING:

**A. New Service Connection**

A service connection is considered new if the main requires a new water main tap. Existing Water User’s requesting an additional or larger service connection are new service connections. Service connection replacement initiated by the City as the result of routine operations or capital improvement projects are not considered new service connections.

**B. Application for New Service Connection**

All new service connections require the Owner or their agent to make application for a permit on the form provided by the City. The permit application shall be supplemented by any plans, specifications, or other information considered pertinent in the judgment of the City and requested by the City. The Owner shall acknowledge all terms provided in the application.

**C. Permit for New Service Connection**

The City shall determine if the application is complete and issue a permit upon receipt of the applicable fees, as described herein.

**D. Denial of Service Connection**

Except as otherwise provided by these Water Rules, the City may refuse:

1. To install a service connection of larger size than, in its opinion, is necessary to properly serve the premises;
2. To install a service connection which the City reasonably determines will cause an undue hardship on the City or its Water Users;
3. To install one service connection to serve more than one (1) building or premises, except as allowed by the State of Idaho;
4. To install a service connection to the private water service line where the depth of the service line is less than four feet (4') deep;
5. To install any connection whereby the City has reasonably determined the conditions do not conform to sound engineering design or do not meet the standards of the City or may cause a risk to public health;
6. To install a service connection(s) to a new water main extension(s) that has not been accepted by the City;
7. To install a service connection(s), unless the plumbing inspector has provided written documentation that the private water service line meets the plumbing code adopted by the City; or,
8. To install a service connection(s), unless a valid building permit for the lot requiring service has been received.

**E. Supply and Install of Service Connections**

1. Meters and yokes shall be purchased from the City and installed by the City, regardless of who installs the remaining service connection. The installation of any other meter or yoke is considered an Unauthorized Water User.
2. Service connections may be installed by either the City, a private contractor hired by the City, or a private contractor hired by the Owner or Water User, as approved by permit issued by the City in accordance with these Water Rules. The City reserves the right to require a service connection be installed by a private contractor.

3. Private contractors installing service connections shall have proof of and maintain a valid Public Works Contractor License, Class A (Type 4 – Specialty Construction; Category 02500 – Utilities) as issued by the Idaho Division of Building Safety and shall provide certificate of insurance meeting the City’s most current requirements.
4. Variances to the requirements of Section III.1.E may only be considered and made in writing as approved by the Division Director and the Responsible Charge Operator of Water Distribution.
5. The City may temporarily or permanently revoke a private contractor’s ability to install service connections.
6. Any and all permitted work performed by an authorized private contractor shall meet the requirements of these Water Rules and the terms of the permit and failure to comply with such requirements constitutes a violation in accordance with City Code 7-6-19, *Penalties*.

## 2. RESPONSIBILITY; FEES:

### A. Responsibility for Costs

1. Costs Borne by the City: The City is responsible for the maintenance of service connections and shall, at its own expense, replace or repair service connections as the result of City initiated routine maintenance, failures, the Municipal Water System Plan, or a capital improvement project.
2. Costs and Fees Borne by User: Cost and fees of new, upgraded, replaced or enlarged service connections shall be borne by the user whenever any service connection is at the request of the user and for the user's convenience.

### B. Types and Requirements of Fees

In accordance with City Code, where adopted by resolution by the City Council, the following types of fees, as applicable, are required with all new service connections, in addition to other applicable and separate fees required by City Code, such as but not limited to building permit fees, impact fees, and various planning and zoning fees:

1. Permit Application Fee: per service connection, is a flat fee due upon application for all new service connections and generally includes the administrative review, processing and inspection costs.
2. Connection Fee (also referred to as “Hook-Up Fees”): per service connection, based upon service size, is a flat fee due upon application for a complete, new service connection supplied and installed by the City and generally includes the labor, materials, and equipment required to tap the water main and install the complete public water service line.
3. Meter-Only Fee: per meter, based upon service size, is a flat fee due upon application for the supply and install of a meter and yoke by the City, whereby all other labor, materials, and equipment to tap the main and supply and install the

public water service line are performed by a private contractor and directly paid by the Water User, in accordance with Section III.1.E.

4. New User Facility Fee (NUFF): based upon a meter size factor, in accordance with Section III.3.
5. Other Permit Application Fees: as required for service connections installed by a private contractor, hired by the Owner or Water User, in accordance with Section III.1.E.

### 3. NEW USER FACILITY FEE (NUFF):

#### **A. Meter Size Factor Designation:**

The meter size factor designation for Water Users of the drinking water system of the City to be used in establishing NUFF. The meter size factor (hereinafter "MSF") shall be determined by resolution of the City council.

#### **B. Applicability of NUFF:**

NUFF shall apply to all new service connections, including service connections outside City limits but excluding those served by a Wholesale User of the drinking water system. The NUFF is not an impact fee and is in addition to the other Service Connection Fees.

#### **C. Credits:**

Where an existing service connection requires relocating, enlarging, or replacing, a credit may be applied to the NUFF. The credit is calculated based upon the existing meter size factor, deducted from the new meter size factor. Where the new meter size factor is the same as the existing meter factor, the resulting calculation yields to a waiver of the NUFF. The credit may be applied to any location within the same parcel or subdivision. The credit is only applicable to the NUFF and does not apply to any other required fees.

#### **D. Properties Excluded from NUFF:**

Pursuant to action taken at the regular City Council meeting on December 19, 1988, each owner of the following lots, who makes application to become a Water User of the City's domestic water system, is specifically excluded from the obligation of payment of the NUFF but shall be obligated for the payment of all other fees owed pursuant to Title 7, Chapter 6, Sandpoint Code.

### PONDER POINT

Plat of First Addition to Ponder Point:

Lots 6 and 11

Plat of Second Addition to Ponder Point:

Block 1, Lots 4, 8, 10

All plats listed above are according to the plat thereof recorded in the records of Bonner County, Idaho.

#### **E. Extended Payment Plans:**

New development with a NUFF exceeding \$100,000.00 shall have the option to pay the NUFF over a period not to exceed five (5) years provided a written contract is executed and a lien

against the property is recorded specifying that the contract must be paid in full upon sale or change in ownership of the property.

#### 4. SERVICE CONNECTION STANDARDS

- A. The City Council may adopt by resolution design and construction standards. Where no standard is specifically provided herein or as otherwise adopted by ordinance or resolution, all design, construction, installation, testing, and inspections shall be in accordance with Idaho Department of Environmental Quality requirements and the Idaho Standards for Public Works Construction, latest edition. Where conflicts within the standards exist, the most stringent condition shall apply, unless determined otherwise by the City.
- B. All Water Users and Wholesale Users of the City, regardless of location, shall have an operable water shutoff and regular or remote water meter, as appropriate, on each service connection served by the City's drinking water system.
- C. A separate and independent service connection shall be provided for every Water User, except as otherwise allowed by the State of Idaho.
- D. Every service connection shall include a curb stop valve and curb box.
- E. Enlargement of any service connection shall be made only after such time that the Water User's plumbing inside their premises have been enlarged sufficiently to accommodate the additional capacity.
- F. Excavations Guarded; Restoration: All excavations for all service connections shall be adequately guarded with barricades to protect the public from hazard. Streets, sidewalks, parkways, and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the City or the entity having jurisdiction over the disturbed property.
- G. An in-ground water meter and associated appurtenances shall be installed within the public right-of-way. Existing water meters installed within the premises of a building shall be allowed to continue until such time as the City installs a water meter within the right-of-way.
- H. All work performed within the City right-of-way shall be inspected and accepted by the City in accordance with the terms of the permit. The City may reject any materials or workmanship for cause and upon such, the rejected material shall be removed and replaced with approved material. Disapproved workmanship shall cause the removal and replacement of all materials involved, including appurtenances such as excavations, backfilling and other work items.
- I. When the installation of a service connection by a private contractor hired by the Owner causes damage to any property, public or private, other than the Owner's property, the Owner shall be responsible for all repair costs including, but not limited to, repair to streets, sidewalks, curbs, gutters, sewer lines, irrigation facilities, storm drains, lawns, fences, landscape, structures, trees, gas lines, other utilities, or telecommunications.
- J. Existing service connections may be used in connection with new buildings only when they are found, on examination and being tested as required by the City, to meet all requirements of the Water Rules.

## **IV. PRIVATE FIRE SERVICE CONNECTION**

### **1. APPLICATION AND PERMITTING:**

#### **A. New Private Fire Service Connection**

A private fire service connection is considered new if the main requires a new water main tap. Existing Water User's requesting an additional or larger service private fire service connection are new private fire service connections. Private fire service connection replacement initiated by the City as the result of routine operations or capital improvement projects are not considered new fire service connections.

#### **B. Application for New Private Fire Service Connection**

All new private fire service connections require the Owner or their agent to make application for a permit on the form provided by the City. The permit application shall be supplemented by any plans, specifications, or other information considered pertinent in the judgment of the City and requested by the City. The Owner shall acknowledge all terms provided in the application.

#### **C. Permit for New Private Fire Service Connection**

The City shall determine if the application is complete and issue a permit upon receipt of the applicable fees, as described herein.

#### **D. Denial of New Private Fire Service Connection**

Except as otherwise provided by these Water Rules, the City may refuse to permit or accept a private fire service connection:

1. When the City reasonably determines it will cause an undue hardship on the City or its existing users;
2. When the private fire service connection will be at a depth less than four feet (4');
3. When the City has reasonably determined the conditions do not conform to sound engineering design or do not meet the standards of the City or may cause a risk to public health;
4. When the water main does not have capacity and/or has not been accepted by the City; or
5. When the fire official and plumbing inspector has not or is unable to provided written documentation that the private fire water service connection meets the fire and plumbing codes adopted by the City.

#### **E. Supply and Install of Service Connections**

Private fire service connections may be installed by either the City, a private contractor hired by the City, or a private contractor hired by the Owner or Water User, as approved by permit issued by the City in accordance with these Water Rules. The City reserves the right to require a private fire service connection be installed by a private contractor. The contractor requirements provided in Section III.1.E shall apply to private fire service connections where located within the public right-of-way.

## 5. RESPONSIBILITY; FEES:

### A. Responsibility for Costs

1. Costs Borne by the City: The City is responsible for reconnecting and/or replacing an existing private fire service connection when the work is the result of City initiated routine maintenance, failures of the system owned by the City, the Municipal Water System Plan, or a capital improvement project.
2. Costs and Fees Borne by User: Cost and fees of new, upgraded, replaced or enlarged private fire service connections shall be borne by the Water User whenever it is at the request of the Water User and for the Water User's convenience.

### B. Types and Requirements of Fees

In accordance with City Code, where adopted by resolution by the City Council, the following types of fees, as applicable, are required with all new private fire service connections, in addition to other applicable and separate fees required by City Code, such as but not limited to building permit fees, impact fees, and various planning and zoning fees:

1. Permit Application Fee: per connection, is a flat fee due upon application for all new private fire service connections and generally includes the administrative review, processing and inspection costs.
2. Connection Fee (also referred to as "Hook-Up Fees"): per connection, is a fee due upon application for only that portion of a private fire service line within the public right-of-way, as supplied and installed by the City and generally includes the labor, materials, and equipment required to tap the water main and install the complete private fire service connection.
3. Meter-Only Fee: private fire line connections are not metered.
4. New User Facility Fee (NUFF): are not applicable.
5. Other Permit Application Fees: as required for service connections installed by a private contractor, hired by the Owner or Water User, in accordance with Section III.1.E.

## 6. RESTRICTIONS:

The use of water through an unmetered private fire service connection, except for fire and testing purposes, is not allowed and non-compliance constitutes a violation of the Water Rules.

## V. PRIVATE WATER SERVICE LINES

### 1. Responsibility; Ownership

A private water line is defined in City Code, Title 7, Chapter 6 as the portion of the service line (pipe) that runs from the meter to the point(s) of usage, typically a building or irrigation assembly. The Owner is responsible for the ownership, installation, and maintenance of the

private water service line, including that portion of the line that may be located within the public right-of-way, up to the meter (not including the meter itself that is owned, installed, and maintained by the City). The protection of the drinking water system is paramount for public health and therefore, all private water service lines connected to the City drinking water system shall comply with the requirements of this Section V.

**2. Private Water Supply**

When the premises served by the City is also served in any manner from another or private water supply of any kind, the Water User's plumbing shall be constructed so that entirely separate plumbing systems shall be provided for each water source.

**3. Cross Connection Prohibited**

No person shall make or permit the cross connection of any private water service lines or supply to any water line that is served by the drinking water system, in accordance with City Code, Title 7, Chapter 8 – Backflow and Cross Connection Control.

**4. Conformance with Building and Plumbing Codes; Inspection**

- A. The entire private water service line connected to the City service connection shall conform to the requirements of the building and plumbing codes as adopted by the City, including but not limited to the materials of construction and the methods to be used in excavating, placing of the pipe, jointing, testing, and backfilling.
- B. Any portion of the private water service line located within the public right-of-way shall also conform to City standards specified in these Water Rules.
- C. The entire private water service line and all associated plumbing connections shall be inspected by the plumbing inspector before the installation is covered. Documentation of the inspection and acceptance by the plumbing official shall be provided to the City prior to the City turning on the service for use.

**5. Service Line Size and Location:**

- A. The private water service line from the service connection to the building or irrigation assembly shall not be smaller than a three-fourths inch (3/4") inside diameter pipe and shall be laid in a trench of such depth so that the minimum cover over the pipe from the finished grade shall be three feet (4') at the service connection, unless otherwise authorized by the City in writing, at its sole discretion.
- B. The alignment of the private water service line from the building to the service connection shall be reasonably straight and shall be located such that the distance between the water service line and the sewer service line shall be a minimum of ten feet (10').

**6. Stop Valves**

Stop valves shall be installed by the owner on the owner's service line in a place always accessible and so located as to permit shutting off the water for the entire premises with the least possible delay.

## **VI. FEES FOR WATER SERVICE; UTILITY ACCOUNTS**

### **1. Service Charges; Water User Utility Account**

In accordance with City Code 7-6-8, there is a system of periodic service charges and fees for the use of and for services rendered by the use of the drinking water system of the City. All Water Users and Owners who derive benefit from the drinking water system shall, in return for benefits, pay monthly user charges set by resolution adopted by the City council. The total monthly user charge shall be the sum of monthly charges for the administrative fee, a surcharge for service outside the City limits, a surcharge for metered accounts, and a user facility fee.

### **2. Account Responsibility; Multiple Meters**

Owners of premises with one (1) or more buildings, stores, apartments or other divisions of like or similar character, all of which are served from one (1) service connection, may continue to be so served and shall be held responsible for the entire water charges. If the Owner desires that the occupants be responsible for their respective bill, the Owner shall, at their own expense, make the piping changes to provide separate service connections for each meter, and comply with the City requirements, including but not limited to the Section III of these rules and regulations. The Water User(s) to be serviced individually must make appropriate application for service to permit the City, to its satisfaction, to serve each division or occupant separate from the other occupants in the same building.

### **3. Meter Size Factor**

The meter size factor designation for Water Users of the drinking water system of the City to be used in water service fees. The meter size factor (hereinafter "MSF") shall be determined by resolution of the City council. Beginning May 1, 1998, any existing unmetered water users of the water system shall have their rates determined and/or modified by using a meter size factor.

### **4. Types of Accounts and Monthly User/Service Charges**

#### **A. User Monthly Service Fees; Water Rates**

A monthly service charge shall be made and collected, depending upon the classification of the Water User, as metered, for usage of the drinking water system.

Unless noted otherwise in the fee schedule adopted by resolution by City Council, the following applies:

- a. The single-family classification monthly rate includes a meter charge and volumetric rate whereby the minimum amount charged includes the meter charge and volumetric charge of 3,000 gallons.
- b. All other classification's monthly rate includes a meter charge and volumetric rate whereby the minimum amount charged includes a meter charge only.
- c. The outside city rates maintain current differential with inside city rates.
- d. Volumetric rates are per the 1,000 gallons.

B. Senior Citizen Rate Reduction

A senior citizen reduced utility bill program, hereinafter referred to as SCRUB, providing for a forty percent (40%) discount to eligible persons thereby reducing the monthly utility rates for City water services.

- a. To be eligible for said discounts, applicant must be over the age of sixty-five (65) years. Proof of age shall be required of all persons. Only one person in the household need be over the age of sixty-five (65) years, if all income requirements are met jointly. The SCRUB program discount shall be available only for the personal residence of the person applying.
- b. The income requirements per year allowed for eligibility for the program shall be in accordance with the United States Department of Agriculture, SNAP, Special Rules for the Elderly criteria for the State of Idaho.
- c. To establish eligibility and to be entitled to the SCRUB program discount, each applicant shall sign an affidavit of certification that they meet the above set forth requirements as to age and income and said statement, affidavit of certification shall be sworn to by the applicant. Said application shall be submitted to the City for approval. Annually, no later than May 30, a new application and certification shall be completed by applicant. If not completed by May 30, the applicant shall be removed from the SCRUB rolls and will no longer receive the discounted rate until a subsequent application is submitted and approved. There shall be no rebates for the period when the applications were not approved.
- d. Any person who shall sign and subscribe to an affidavit or certification which contains false, untrue, incomplete or misleading information or data, shall be penalized in accordance with City Code 7-6-19.

C. Seasonal Water Users

Seasonal Water User is a water user who uses water only at certain seasons, or fairly definite portions of the year, and does not use water throughout the entire year. The City shall discontinue service only upon receipt of a written application from the Seasonal Water User. The City shall return service only upon receipt of a written application from the Seasonal Water User, provided that all past due bills have been paid.

The water service fee shall be determined and billed as though the water user continued to receive service and shall be computed based on the minimum billing calculation for the specific classification and meter factor size. Alternatively, when water service will be discontinued for six months or longer, the user can choose to pay a one-time Season Off fee.

D. Construction Water Users

During a construction period, a contractor may become a Water User in accordance with these Water Rules, including but not limited to the requirement that all usage be metered. The account shall be shut off or transferred to the Owner or ultimate Water User prior to the certificate of occupancy or completion. All fees and standard rates are applicable to Construction Water Users at final user classification rates.

**5. Other Related Water Fees**

Other fees adopted by resolution by the City Council may include emergency on/off fees, seasonal on/off fees, after hours on/off fees, delinquent on/off fees, new account fees, door hanger fee, late charge fee, returned check fee, and administrative fees.

**6. Payment of Service Charges; Billing**

All water service accounts shall be registered in and kept in the Water User's name. Water Users shall be billed every month. All utility bills are due and payable upon presentation (on or before the 25<sup>th</sup>) and becomes delinquent the 26<sup>th</sup> day of the month that the bill is due. Delinquent accounts shall be subject to disconnection for nonpayment as provided in Title 7, Chapter 6, of the Sandpoint City Code. Billing may be made to the Owner's address or the Water User's address. The Owner shall, at all times, be responsible for payment on the account to the City.

When the water is turned off for a user who is vacating the premises, the final billing for a vacating user and/or the first billing for a new Water User shall be prorated based upon the portion of month for which service is provided.

**7. Service Requests**

Water users may request the City temporarily turn-off service for the purpose of construction, repairs, or seasonal changes. The City shall not be obligated to respond to service turn-off requests until a written request has been submitted by the water user. The City may waive the requirement for a written request due to emergency conditions.

The failure of the City to perform work when so requested shall in no case be reason for an adjustment of charges. If the City is requested to turn a user's water off or on to enable repairs to be made to the user's pipes or to allow services by others, the user shall be charged according to fees set by resolution adopted by the City Council.

**8. Credit**

Credit shall not be granted to any user.

**9. After Hours**

The normal hours of the City are from 8:00 A.M. through 5:00 P.M., Monday through Friday, excluding holidays. Requests for service at times other than office hours shall require the payment of an after-hour surcharge fee, in addition to any other applicable fees.

**10. Stopped Meters**

Should a meter fail to register, the water used will be estimated as either that of the same month of the previous year or the average of the preceding three (3) months. The City shall replace defective meters at no charge to the user.

**11. Termination for Nonpayment; Water Shut Off**

Delinquency notices will be issued in accordance with City Code 7-6-9. In issuing notices, the City will attempt to ensure the customer receives the notice. All fees and past due amounts shall be paid in full prior to the water service being turned back on.

## VII. HYDRANT USE

### 1. Application for Hydrant Use

All persons requesting the use of water from a hydrant served by the City drinking water system shall make application for a permit on the form provided by the City. The permit application shall be supplemented by any other information considered pertinent in the judgment of the City and requested by the City. The applicant shall acknowledge all terms provided in the application.

### 2. Permit for Hydrant Use

The City shall determine if the application is complete and issue a permit upon receipt of the applicable fees, as described herein.

### 3. Denial of Hydrant Use

Except as otherwise provided by these Water Rules, the City may refuse to permit or revoke an existing permit for the use of the hydrant:

- A. When the City reasonably determines it will cause an undue hardship on the City or its existing users;
- B. When the equipment connecting to the hydrant does not meet the requirements of the City;
- C. When the City has reasonably determined the conditions may cause a risk to public health;
- D. When the water main does not have capacity and/or has not been accepted by the City; or
- E. To any person who connects to, or removes water from a water hydrant on the drinking water system without a valid permit or after having received a valid permit does not follow the requirements of the Water Rules.
- F. The denial shall apply to those persons acting as agents of the person whose application is denied or permit revoked.

### 4. Fees for Hydrant Use

Application, inspection, and usage of a hydrant shall be according to the fees adopted by resolution by the City Council.

## VIII. WATER MAIN EXTENSIONS

### 1. APPLICATION AND PERMITTING:

#### A. Water Main Extensions; Definition and Applicability

The term "water main" is defined by City Code 7-6-3 and for the purposes of these Water Rules shall mean to include all related piping, valves, fittings, fire hydrants, service, and other appurtenances required to provide a functionally complete water main extension. The term and conditions relating to "water mains" shall not apply to a Wholesale User, except up to the water meter serving the Wholesale User water main (service connection), unless otherwise specified in an agreement between the City and the Wholesale User.

## **B. Application for Water Main Extension**

All water main extensions require the Owner or their agent to make application for a permit on the form provided by the City. The permit application shall be supplemented by any plans, specifications, or other information considered pertinent in the judgment of the City and requested by the City. The Owner shall acknowledge all terms provided in the application.

## **C. Permit for Water Main Extension**

The City shall determine if the application is complete and issue a permit upon receipt of the applicable fees, as described herein.

## **D. Denial of Water Main Extension**

Except as otherwise provided by these Water Rules, the City may refuse:

1. To permit a water main extension of larger size than, in its opinion, is necessary to properly serve the premises;
2. To permit a water main extension which the City reasonably determines will cause an undue hardship on the City or its Water Users;
3. To permit a water main extension whereby the City has reasonably determined the conditions do not conform to sound engineering design or do not meet the standards of the City or may cause a risk to public health; or
4. To permit connection(s) to a new water main extension(s) that has not been inspected, tested, and accepted in accordance with the Water Rules.

## **E. Supply and Install of Water Main Extensions**

1. Water main extensions may be installed by either the City, a private contractor hired by the City, or a private contractor hired by the Owner or Water User, as approved by permit issued by the City in accordance with these Water Rules. The City reserves the right to require a water main extension be installed by a private contractor.
2. Private contractors installing water mains shall have proof of and maintain a valid Public Works Contractor License, Class A (Type 4 – Specialty Construction; Category 02500 – Utilities) as issued by the Idaho Division of Building Safety and shall provide certificate of insurance meeting the City's most current requirements.
3. Variances to the requirements of Section III.1.E may only be considered and made in writing as approved by the Division Director and the Responsible Charge Operator of Water Distribution.
4. The City may temporarily or permanently revoke a private contractor's ability to install water mains.
5. Any and all permitted work performed by an authorized private contractor shall meet the requirements of these Water Rules and the terms of the permit and failure to comply with such requirements constitutes a violation in accordance with City Code 7-6-19, *Penalties*.

## 2. RESPONSIBILITY; FEES:

### A. **Responsibility for Costs**

1. **Costs Borne by the City:** The City responsible for the maintenance of water mains and shall, at its own expense, replace, repair, or enlarge water mains as the result of City initiated routine maintenance, failures, the Municipal Water System Plan, or a capital improvement project.
2. **Costs and Fees Borne by the Owner, Developer, or Water User:** Cost and fees of new, upgraded, replaced or enlarged of water mains shall be borne by the user whenever any water main extension is associated with development.
3. **Costs and Fees Shared by the City and the Owner or Developer:** The City may consider sharing the costs of new, upgraded, replaced or enlarged of water mains whenever any water main extension is associated with development and the City Council has included the proposed water main extension in an adopted capital improvement plan or Municipal Water System Plan, or whereby the proposed water main extension benefits the City or other Water Users, only as mutually agreed upon in a development agreement approved by City Council.

### B. **Types and Requirements of Fees**

In accordance with City Code, where adopted by resolution by the City Council, the following types of fees, as applicable, are required with all new water main extensions, in addition to other applicable and separate fees required by City Code, such as but not limited to building permit fees, impact fees, and various planning and zoning fees:

1. **Permit Application Fee:** is a fee due upon application for all new service connections and generally includes the administrative review, processing and inspection costs.
2. **Connection Fee (also referred to as "Hook-Up Fees"):** per new water main connection to an existing water main, is a fee due upon application for a complete, water main connection supplied and installed by the City and generally includes the labor, materials, and equipment required to tap the existing water main and install the complete a single connection.
3. **New User Facility Fee (NUFF):** water main extensions shall not be cause for a waiver or discount of the required service connection NUFF.
4. **Other Permit Application Fees:** as required for water main extensions installed by a private contractor, hired by the Owner or Water User, in accordance with Section VIII.1.D.

## 3. WATER MAIN STANDARDS

- A. The City Council may adopt by resolution design and construction standards. Where no standard is specifically provided herein or as otherwise adopted by ordinance or resolution, all design, construction, installation, testing, and inspections shall be in accordance with Idaho Department of Environmental Quality requirements and the Idaho Standards for Public Works Construction, latest edition. Fire hydrants as may be required to satisfy Uniform Fire Code specifications. Where conflicts within the standards exist, the most stringent condition shall apply, unless determined otherwise by the City. None of the

adopted standards restrict the City's right to reject any and all type or brand of materials or appurtenances.

- B. All work performed within the City right-of-way shall be inspected and accepted by the City in accordance with the terms of these Water Rules and permit. The City may reject any materials or workmanship for cause and upon such, the rejected material shall be removed and replaced with approved material. Disapproved workmanship shall cause the removal and replacement of all materials involved, including appurtenances such as excavations, backfilling and other work items.
- C. Platted sites not bordering a dedicated right-of-way shall provide dedicated right-of-way or a minimum twenty-foot (20') easement for public access and utility installation.
- D. All design of a water main extension shall be designed and stamped by a professional engineer, licensed in the State of Idaho, including but not limited to the plans, calculations, and inspection reports.
- E. All water mains and service connections shall be installed prior to paving of streets.
- F. Excavations Guarded; Restoration: All excavations for all water main extensions shall be adequately guarded with barricades to protect the public from hazard. Streets, sidewalks, parkways, and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the City or the entity having jurisdiction over the disturbed property.
- G. When the installation of a water main extension by a private contractor hired by the Owner causes damage to any property, public or private, other than the Owner's property, the Owner shall be responsible for all repair costs including, but not limited to, repair to streets, sidewalks, curbs, gutters, sewer lines, irrigation facilities, storm drains, lawns, fences, landscape, structures, trees, gas lines, other utilities, or telecommunications.
- H. The applicant shall install mainline and auxiliary gate valves with valve boxes at the following locations:
  - a. Each leg of a tee or cross installed at water main intersections within or adjacent to properties to be serviced by a main extension;
  - b. Branch leg of a tee for a fire hydrant;
  - c. One-quarter (1/4) mile intervals on each side of the cross fitting to be installed on the main line for which the main extension is requested in order to deliver water to the property.
- I. For proposed water line locations shown in the Municipal Water System Plan, the water main size shown shall be installed, unless engineering calculations resulting from the proposed development require a larger size.
- J. Mainline grids of one-half (1/2) mile by one-half (1/2) mile of twelve-inch (12") diameter size shall be installed, unless impractical or unreasonable as determined by the City.
- K. Proposed mains shall be looped in minimum grids of 1,320 feet by 660 feet or less in dimension.
- L. Where dead end mains cannot be avoided or incomplete loops may exist until grids are

completed. Fire hydrants shall be installed on all dead-end mains.

- M. The minimum water main size shall be eight inches (8") in all residential, commercial or industrial areas.
- N. No other utility shall be installed within five feet (5') of the water main except for crossings.
- O. All water mains shall have a minimum five feet (5') cover, unless otherwise approved by the City.
- P. Final grades and alignment information shall be established in the field with field notes provided to the City for review and approval prior to commencing with any construction.

#### 4. WATER MAIN OWNERSHIP

Any and all water main extensions to the City's drinking water system shall become the property of the City on the date of final, written acceptance by the City. Final acceptance by the City shall not be provided until test results, inspections, as-builts, and engineered plans are approved by the City and all required corrections or repairs have been approved by the City. Thereafter, such extensions shall become the City's responsibility to maintain and operate.

#### 5. OTHER REQUIREMENTS

The City reserves the right to impose other requirements such as special right-of-way limits, sequence of construction, time limits for interruption of service or to minimize impacts to traffic, the filing of a performance bond, etc., as deemed necessary by the City to reasonably assure minimal inconvenience to other Water Users of the water system and/or to assure that the main extension construction is in compliance with the specifications required by the City for the water distribution system.