

SECTION V WATER AND SANITARY SEWER CONNECTIONS, PERMITS AND PROCEDURES

5.01 GENERAL

- a. A separate and individual water service lateral shall be provided to each single family unit or commercial building.
- b. A separate and individual building sewer shall be provided to each single family unit or commercial building.
- c. All costs and expenses incident to the installation, restoration and connection of a water service lateral or building sewer shall be borne entirely by the property owner. The owner shall indemnify the County from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer or water service lateral.
- d. All construction must be performed by the property owner or a registered contractor in accordance with the requirements and specifications of the County.

Any person or contractor engaged in the installation of building sewers and/or water service laterals must:

- i) Be registered with the County.
 - ii) Post a surety bond as provided by these Rules and Regulations.
 - iii) Make applications with the County to be registered. Registration must be renewed annually. Application/renewal fees are outlined in Section VIII.
- e. After payment of all applicable Connection Fees and Charges and in compliance with all provisions of these Rules and Regulations, water and/or sanitary sewer service may be initiated to a property during the construction of the structure to which service is to be provided. Upon completion of construction of the structure and at the request of the contractor, the water and/or sanitary sewer account shall be transferred/released from the builder/contractor to the property owner only after a final inspection by Department personnel and approval of the following:
- i) Inside: Sump Pump, Foundation Drains, Plumbing Alterations, Roof Drains, etc.

- ii) Outside: Sump Pump Discharge, Manholes, Meter Pit, Valves, Fire Hydrants, etc.

5.02 PERMITS-NECESSITY

- a. No connection with any sanitary sewer or water main or repair, removal or excavation thereof shall be made without a permit from the County.
- b. A building sewer permit shall only be issued and a sanitary sewer connection shall only be allowed if the downstream sewerage system has sufficient reserve capacity to adequately and efficiently convey the additional waste load to the wastewater treatment plant.
- c. Permits shall be kept and displayed at the construction site at all times while work is in progress.
- d. The issuance by the County of a permit to tap into a sanitary sewer or water main does not relieve the permit holder of the responsibility of securing permits from the proper governing agencies for permission to perform the work in public rights-of-ways that are involved.

5.03 PERMITS-ISSUANCE

- a. A permit must be obtained by the property owner at the office of the Water and Sewer Department, Lebanon, Ohio. A written application must be made for each permit and each application shall contain the name and address of the property owner, the name of the contractor and the location of the property (street and address, parcel or subdivision and lot number).
 - i) Outside Structure

Prior to the initiation of construction of a water service lateral and/or building sewer, or any repair, alteration or excavation thereof, a Permit must be issued by the County.
 - ii) Within Structure

Prior to the modification of the sanitary sewer and/or water system within the structure, a Permit must be issued by the Warren County Combined Health District. The Health District must be contacted regarding its requirements and application procedures.
- b. Prior to the issuance of a Permit, the following fees and charges must be paid by the property owner. These fees and charges are subject to amendment by

the County Commission and are not to be construed as being fixed for an indefinite period of time:

- i) A Tap-In Charge (water) or Connection Charge (sanitary sewer) established pursuant to the provisions of the Ohio Revised Code, for the privilege of connecting to the water supply and/or sewerage systems. (See Section IX)
 - ii) A Non-Participant Charge (public construction), if applicable, for a connection to a water supply and/or sewerage system for properties not included in the computation of assessments levied against improved properties for the construction of the original system. (See Section IX)
 - iii) A Non-Participant Charge (private construction), if applicable, for a connection to a water supply and/or sewerage system constructed pursuant to a private construction reimbursement contract. (See Sections IX and X)
 - iv) A Capacity Charge, if applicable, for a connection to a water supply and/or sewerage system, or any extension thereof, constructed by revenue financing. (See Sections IX and X)
 - v) A System Capacity Charge, if applicable, for a connection to a water supply and/or sewerage system, or any extension thereof, for which transmission/collection and treatment service are provided by another political subdivision under written contract or agreement. (See Sections IX and X)
 - vi) A Supplemental Sanitary Sewer Connection Fee, if applicable, for a connection to a sewerage system which discharges to a pump station. (See Sections IX and X)
 - vii) An Inspection Fee to cover the cost of inspection by personnel of the County for the building sewer and/or water service lateral. (See Section VIII)
 - viii) For water services, either a Service Connection Fee or Meter Set Fee, whichever is applicable, to reimburse the County for expenses incurred in providing water service to a property. (See Section VIII)
- c. Permits for building sewers and/or water service laterals within a recorded section of a newly developed area will not be issued until:

- i) Construction of the sanitary sewers and water mains within the development has been completed and approved by the County.
- ii) Verification of "as-built" locations, alignments, depths and verification of grades of all new public water and sanitary sewers has been provided.
- iii) As-built reproducible drawings must be submitted within two (2) months of first connection being made to the water or sewerage systems within a subdivision.

5.04 CONNECTION PROCEDURES

- a. No sanitary sewer connection will be made to a residential unit or commercial building until the structure (i) has been placed under roof [for structures with basements or lower level excavation], (ii) the rough interior plumbing has been approved and the County notified in writing as to such an approval and (iii) all sources of ground or subsurface water from the area of the structure have been drained to an acceptable discharge point.
- b. No water taps will be permitted until the connection into the sanitary sewer has been made, if sanitary sewer service is available.
- c. All construction must be performed by the property owner or a registered contractor in accordance with the requirements and specifications of the County.
- d. All construction must be inspected by authorized inspectors of the County. All construction outside the structure is inspected by the County; all construction within the structure is inspected by the Warren County Combined Health District.

5.05 CONSTRUCTION

a. GENERAL RULES

- i) All work shall be inspected and approved by an authorized inspector of the County. Any work covered previous to the inspection shall be uncovered by the contractor and an opportunity provided to inspect the pipe.
- ii) All material, pipe, bends, and equipment needed to properly install the building sewer and/or water service lateral must be on the site prior to the initiation of construction.

- iii) Prior to initiating any work within any right-of-way, the contractor shall obtain from the proper authority the required permit for the excavation and shall comply with all the requirements of the issuing authority. This permit shall be shown to the inspector at the commencement of construction.
- iv) All excavations for building sewer and water service lateral installations shall be adequately guarded with barricades and lights to protect the public from hazard.
- v) All construction must take place between 8:00 A.M. and 4:00 P.M., Monday through Friday. Construction performed on Saturday, Sunday or holidays, if permitted, will necessitate additional inspection fees pursuant to Section VIII.
- vi) The Sanitary Engineer or his authorized agent shall approve the quality of all materials and workmanship and shall have the right to inspect the same at all times. Any inferior or defective material may be ordered from the job and shall be cause for a portion of a water service lateral or building sewer to be replaced and reinstalled.
- vii) If any contractor neglects or refuses to comply with any of the requirements of these Rules and Regulations within a reasonable time after receiving written notice from the Sanitary Engineer to do so, the Sanitary Engineer may cause such work to be performed and the cost thereof shall be charged to the contractor.
- viii) It shall be the property owner's responsibility to properly situate, with respect to location and elevation, any new structure to which sanitary sewer service is to be provided by the County in order to insure that the service desired can be obtained. Detail plans showing the location and depth of the sewerage system are available at the County for review by the property owner.

b. SURETY BOND

- i) All construction must be performed by [i] a contractor who has posted a surety bond with the County or [ii] a property owner who has posted a bond with the County. Said bond must be posted prior to the initiation of construction to guarantee the satisfactory and timely completion of construction, as well as reimburse the County for any damage which may result to the sewerage and/or water supply systems as a result of such construction.

- ii) Any person or contractor engaging in the business of installing building sewers and/or water service laterals shall post a surety bond in the sum of Two Thousand Dollars (\$2,000).
- iii) A One Thousand Dollar (\$1,000) bond must be posted by the property owner installing his own building sewer and/or water service lateral.
- iv) The Warren County Combined Health District must be contacted regarding its requirements for a separate surety bond for sanitary sewer or water system modifications within the structure.

c. BUILDING SEWER

- i) The building sewer for all structures be constructed of a size not less than six (6) inches internal diameter, with a minimum slope of one-fourth (1/4) inch per lineal foot.

Cleanouts must be provided at all changes in grade or alignment. The maximum span shall be one hundred (100) feet between cleanouts.

- ii) The building sewer shall be laid at uniform grade, and in the straightest alignment possible. Prior to the installation, both ends of the building sewer should be exposed and the elevations verified to establish proper grade and to disclose any problems in elevation prior to installation. Changes in direction shall be made only with properly curved pipe and fittings, with all such fittings being less than 45° with at least an eighteen inch (18") separation maintained between fittings. The use of 90° bends shall not be permitted.
- iii) The depth shall be sufficient to afford protection from frost.
- iv) All material and workmanship shall be in strict accord with the Standard Details of the Water and Sewer Department. Generally, the following materials are acceptable for building sewers:

1. Acrylonitrile-Butadiene-Styrene (ABS) Pipe -
ASTM D-2751 with SDR 23.5 (6")
2. Polyvinyl Chloride (PVC) Pipe -
ASTM D-3034 with SDR 23.5 (6")
ASTM D-3034 with SDR 35 (6" Only)
3. Ductile Iron - Class 53 (6")

- v) A minimum of four (4) inches of well-compacted sand or gravel bedding must be provided below the pipe to support it over its full length. If rock is encountered, six (6) inches of bedding must be provided. If the material at or below the normal grade of the bottom of the pipeline is unsuitable for foundation, it shall be removed to such depths and widths as the inspector may direct and be replaced with gravel.
- vi) The building sewer must be centered in a dry trench of minimum width. The maximum allowable trench width is thirty (30) inches. All excavation shall be kept dry and free of water during installation.
- vii) Hand-backfill shall be placed and compacted around and over the pipe in six (6) inch layers to one (1) foot above the top of the pipe. Sand or an approved granular backfill material shall be required for this purpose.

Material for hand-backfill should under no circumstances be dumped on the exposed pipe, but should be moved along the trench by hand. The remainder of the trench may then be machine backfilled. Backfill entering the trench must come upon previously placed machine backfill. All excavation in paved areas shall be backfilled with well-compacted sand and gravel, or in accordance with the requirements of the road opening permit, if stricter.

- viii) Approved adapters must be used to connect dissimilar pipe sizes or materials between (a) the building sewer and the sewer lateral provided as part of the street improvements, and (b) the building sewer and the house connection. Only acceptable adapters are permitted and no building sewer shall be installed with non-compatible materials. When a connection is made to a sewer lateral, the cap or plug must be cut off and removed.

The actual tapping of a connection into the sanitary sewer and the connection at the house shall be performed only in the presence of an inspector.

- ix) The connection between the interior plumbing and the building sewer shall be made at a point approximately five (5) feet outside the foundation wall.
- x) A minimum of one (1) cleanout must be provided on the building sewer to permit future maintenance by the property owner, with the

maximum spacing between cleanouts being one-hundred (100) feet and one cleanout being provided five (5) feet outside the structure to be served.

d. WATER SERVICE LATERAL

- i) The County shall perform all maintenance on the water service lateral from the water main through the meter. The owner shall be responsible for the maintenance and repair of the water service lateral from the meter pit to the structure being served.
- ii) A backflow prevention device must be installed on all water service laterals by the property owner, immediately upon entry to the structure to be served and prior to any connection or usage. The backflow prevention device shall be in accordance with the requirements of the County and the Warren County Combined Health District.
- iii) Each customer shall be provided a pressure reducing valve for installation by the property owner within the structure to be served. It is the property owner's responsibility to maintain, repair and replace the pressure reducing valves as necessary.
- iv) All materials and workmanship shall be in strict accordance with the requirements of the County and the Warren County Combined Health District. Generally, the following materials are acceptable:
 - 1. The water service lateral for all structures shall be constructed with pipe of a size not less than 3/4" internal diameter. The property owner must determine the size of lateral required to serve the property.
 - 2. For all structures, the water service lateral from the pit to the structure shall be constructed with Type K copper tubing, Polyethylene 200 p.s.i. tubing or SDR 21 (slipjoint). CTS-OD must be used. Tracer wire must be used with Poly or SDR 21.
 - 3. The depth of the water service lateral shall be sufficient to afford protection from frost. The minimum allowable depth is forty-two (42) inches.

4. The trench width for the water service lateral should be kept to a minimum and a bedding and initial backfill of at least four (4) inches of sand below and above the pipe must be provided.
- v) The interconnection of a private, individual water source (well or cistern) to the County water system is prohibited. If a property owner maintains a well or cistern, the two water systems must be physically separate. A valved interconnection is not permitted.
 - vi) Water service laterals shall be constructed with the following materials:
 - Meter Box - 20" x 30" Fratco 40203000 or approved equal
 - Meter Box Lid and Ring - Ford C-3T or approved equal
 - Angle Valve - Ford BA43-332W Pack Joint, Mueller P24258-1, or McDonald 4602 B-22
 - Branch Valve Assembly - Ford UVB43-32W Pack Joint (for use on sprinkler meter installations only)
 - Check Valve Angle Coupling - Ford HA34-323 Pack Joint, Mueller P14269, or McDonald 02-342
 - Corporation Stop - Ford F-1000 Pack Joint, Mueller P15008, or McDonald Mac-Pak Compressions
 - Straight Coupling for Line Repair - Ford C44-33 Pack Joint, Mueller P15403, or McDonald 4758-22

The above specifications list the materials to be provided for 3/4 inch water service laterals. Comparable fittings for larger laterals must be provided, with all materials approved prior to installation.

5.06 INSPECTION

- a. The construction of all building sewers and water service laterals must be inspected and approved by an authorized inspector of the County.

Any work covered previous to the inspection shall be uncovered by the contractor and an opportunity provided to inspect the pipe.

- i) The water service lateral and/or building sewer outside the structure must be inspected and approved by an authorized inspector of the County. Any

work covered previous to the inspection shall be uncovered by the contractor and an opportunity must be provided to inspect the installation.

- ii) All work on the water service lateral and/or building sewer within the structure must be inspected and approved by the Warren County Combined Health District.
- b. Twenty-four (24) hours notice shall be given prior to the initiation of any construction in order to permit the scheduling of an inspector. It shall be the contractor's responsibility to insure the delivery of such notice. Such notice shall state the permit number, location of the work to be performed and the anticipated construction time required for the inspection requested. The contractor shall immediately inform the County of any unforeseen delays or postponements prior to 8:00 a.m. of the day for which an inspection is scheduled.
- c. If it is necessary for another inspection to be made to complete the approval of either the water service lateral or building sewer, an additional inspection fee shall be levied. Also, inspections scheduled for weekends or holidays shall result in additional fees.
- d. The presence of the Sanitary Engineer or his authorized inspector does not relieve the contractor of his duty to protect any structure either above, below or at the surface of the ground. Should any damage arise due to the actions or negligence of the contractor, it shall be his bonded duty to correct any such damage within a period of ninety-six (96) hours. Upon the contractor's failure to do so, the Sanitary Engineer may cause such damage to be repaired either by contract, without advertising, or by such other arrangement as may be most convenient and satisfactory. The bill for the entire cost of the same shall be rendered to the contractor who shall be liable therefore and shall pay the same at once.

5.07 FINAL INSPECTION

After payment of all applicable Connection Fees and Charges and in compliance with all provisions of these Rules and Regulations, water and/or sanitary sewer service may be initiated to a property during the construction of the structure to which service is to be provided. Upon completion of construction of the structure and at the request of the contractor, the water and/or sanitary sewer account shall be transferred/released from the builder/contractor to the property owner. At that time, a final inspection shall be conducted by Department Personnel for approval of the following:

- i) Inside: Sump Pump, Foundation Drains, Plumbing Alterations, Roof Drains, etc.
- ii) Outside: Sump Pump Discharge, Manholes, Meter Pit, Valves, Fire Hydrants, etc.

The builder/contractor must correct all deficiencies identified during the final inspection and/or pay all invoices issued for water and/or sanitary sewer service within thirty (30) days of being advised of said deficiencies or being billed for said services. If the builder/contractor fails to correct all deficiencies or pay the final invoice within the thirty (30) day period, no

additional Connection Permits shall be issued to that builder/contractor by the County until either:

- i) The required corrections have been made to the satisfaction of the County and payment in full of the outstanding invoices has been received by the County; or
- ii) A \$500.00 cash bond has been posted to guarantee that the required corrections are made to the satisfaction of the County and payment in full of the outstanding invoices has been received by the County. If the required corrections are made within thirty (30) calendar days, the \$500.00 cash bond will be returned; Builder/contractor must execute the designated Cash Bond Form, a copy of which is included in Section XIV Forms. If the required corrections are not made within thirty (30) calendar days, the County will have the required corrections made and subtract the cost of such corrections from the cash bond and the balance of the cash bond remaining shall be returned.