

Athens Utilities Board

Division of Wastewater – Policies and Procedures Manual Standard Policies and Procedures	
Policy Number – AUB-02-05	Revision Number: 5
Subject Wastewater Tap Policy and Fee	Effective Date: 7/01/13
	Superintendent Approval:
	General Manager Approval:

1.0 PURPOSE AND SCOPE

The purpose of this policy is to outline the wastewater tap policy and the associated Athens Utilities Board (AUB) fee for the tap. This policy applies to all existing and future wastewater accounts serviced by AUB.

2.0 REFERENCES - NONE

3.0 GENERAL

Future connections to the wastewater collection system are required to be coordinated through the local control authority for AUB. All policy requirements listed in the AUB Schedule of Rates and Fees are applicable to new AUB Wastewater Collection System connections.

If a request for a tap is made for an existing residence within the AUB collection system, AUB will waive the wastewater tap fee (excluding the cost of the grinder pump and assembly for low pressure force main installations) provided the current resident has lived at the address in question for at least two (2) years and has paid a wastewater bill.

Wastewater tap fees are divided into three categories - taps 6” or smaller, taps greater than 6” and single dwelling grinder pump installations.

Grinder pump installations include an E-one pump assembly, required materials and labor. Grinder pump installations for multiple family dwellings or commercial use shall be at cost. A main line extension will require a fee in addition to the tap fee.

Wastewater taps will only be made on the customer’s property unless a properly recorded easement is submitted.

Customers shall not share customer service lines unless approved by the local control authority.

DEFINITIONS

AUB – the Athens Utilities Board, and its duly authorized employees, agents, and representatives **Board** – the Chairman and all Commissioners but does not include any employees

Extension – piping required to connect a potential customer from their property line to the existing collection system in excess of 50 feet, up to and including any additional user connections for a period of two years from the completion of the extension.

Local Control Authority – Superintendent of Water and Wastewater or duly authorized representative

Customer – any person discharging waste to AUB’s Wastewater Collection System and wastewater treatment facilities

WWTP – Wastewater Treatment Plant, facilities owned and operated by AUB

4.0 POLICY/PROCEDURES

5.1 Tap Fees

Before a service connection for residential, commercial, or industrial property will be made by AUB, a tap fee will be paid to AUB. The applicable tap fees will apply as listed in the AUB Schedule of Rates and Fees.

The tap fee includes the material and labor required to make the tap, service connection and clean-out.

If a customer requests and pays a tap fee where engineering and/or additional fees (by AUB) are required and then requests a refund, AUB will refund the tap/extension fee minus any costs incurred by AUB for the project.

5.2 Extensions

Gravity extensions from existing water mains in excess of 25 feet will be made at cost. In the event that multiple customers in an area have applied for service, the sum of their allocated extension (25 feet each) will be subtracted from the total cost of the project. The estimated cost of the extension and service connection will be paid to AUB in advance of construction and suitable adjustments will be made between the two parties when the actual cost has been determined. As AUB's annual line extension budget allows, AUB will finance a portion of a line extension up to but not exceeding an anticipated twenty-year payback on AUB's investment.

Gravity wastewater collection system main extensions shall be at least eight-inch in diameter into undeveloped areas.

AUB must approve the size, type and installation of wastewater mains pursuant to this section. Where AUB's long-range plans for the expansion of the wastewater collection system require gravity mains greater than eight-inch in areas to be served under the provisions of this section, the customer desiring wastewater service under the provisions of this section will pay AUB the estimated cost of installing an eight-inch main only, and the excess cost for the larger mains will be borne by AUB. Low pressure force main extensions will follow this same procedure with the minimum size main consisting of two inches in diameter. For additional information regarding low pressure force mains, see AUB-02-06.

AUB may decline to make extensions where mains are 'overloaded', or limited, in capacity or which might reasonably be expected to become overloaded in the foreseeable future. AUB in all cases shall decline to serve wastewater collection system extensions for any purpose outside the city limits from overloaded mains of any size located inside the city limits.

5.3 Replacing or Relocating Service Connections and/or Meters

The cost of relocating or replacing existing service connections with systems of larger or smaller size shall be the cost as described in AUB Policy, AUB-03, Schedule of Rates and Fees.

5.4 Service Connections Made in Advance of Street Improvements

AUB at its discretion may install service connections in advance of street improvement and street paving projects even though no applications for service have been received from owners of lots adjacent to such street improvement projects. In such cases the tap fee as listed in AUB Schedule of Rates and Fees, will be collected before water/wastewater service is given at such locations.

5.5 Land Development Projects

All wastewater facilities installed inside any land development project, shall be provided by the land development project owner or promoter at his/her own expense and the facilities required shall include connections, laterals, manholes, lift stations, clean-outs and valves. All plans will be subject to review and approval as outlined in AUB-02-07, Section 6.1.

AUB will make the connection between wastewater facilities located on land development projects to the nearest existing manhole located outside such land development projects, with the cost of the taps, connections, manholes, lift stations, valve installations, etc., to be made at the developer/owner's expense and to be located outside the land development project itself. In no case will AUB be required to extend its facilities, or to increase the capacity of its facilities, to provide wastewater service for a land development project.

Where wastewater service is required by a land development project promoter or owner in advance of AUB's normal plans for financing and installing additions and improvements required to expand the wastewater system, the improvements required to adequately serve such land development projects shall be made at the expense of the promoter or owner of the land development project, not at the expense of AUB.

Upon completion of such extensions and their approval by AUB, such wastewater mains shall become the property of AUB; and the persons paying the cost of construction of such mains shall execute any written instruments requested by AUB to provide evidence of AUB's title to such mains and is financially responsible for all maintenance and repairs on such mains for one year. In consideration of such mains being transferred to AUB, AUB shall incorporate said mains as an integral part of AUB's wastewater collection system.

For additional information regarding development projects, see AUB-02-07.

5.6 Wastewater Collection System Main Design Considerations

Design will be in accordance with all applicable federal and state regulatory requirements. Detailed design considerations are provided as an addendum to the Wastewater Division Policies and Procedures.

5.7 Apartments and Trailer Parks

AUB will master meter water taps to apartments and trailer parks for the purposes of wastewater billing but will inspect the installation of the wastewater lateral line(s) to the trailer tap or single apartment tap. The contractor or owner will install the service line. AUB will assume no responsibility for the service line.