

Randolph Fire District #1

WATER ORDINANCE



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Effective May 21st, 2014

Randolph Fire District #1 Water Ordinance

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ARTICLE 1 - DEFINITIONS

§ 101 – AUTHORITY

This Ordinance is adopted by Randolph Fire District #1 Prudential Committee, heretofore referred to as “RFD1” and “PRUCOM”, under authority of 24 V.S.A. Chapter 89, 24 V.S.A. Chapter 129.

§ 102 - DEFINITIONS

Definitions contained herein shall have the meaning indicated, unless otherwise expressly stated in this Ordinance.

§ 103 - RULES FOR THE CONSTRUCTION OF LANGUAGE

- A. Words in the present tense include the future tense.
- B. The single number includes the plural and vice-versa unless the context clearly indicates to the contrary.
- C. The words “shall” and “will” are always mandatory and not discretionary. The word “may” is permissive.

§ 104 - WORDS DEFINED

ACCESS FEE - A special assessment which is an additional fee charged for any initial connection to or expansion of use of the RFD1 water system for the purpose of funding capital improvements and not operating expenses. The access fee permits the customer to “buy into” the existing system.

ALLOCATION - The amount of water allotted to a building. Allocation is based on capacity and not actual usage.

APPLICANT - The person submitting an application as regulated by this Ordinance. A person who has been granted an allocation or other such approval, or issued a permit shall also be known herein as the “applicant.”

APPLICATION FEE - The initial fee charged to an applicant to process an application as required in this Ordinance.

CAPACITY - The design flow for a particular use.

CAPITAL IMPROVEMENT - The repair, replacement or expansion of the District’s supply, distribution or storage facilities.

CAPITAL IMPROVEMENT FUND - The fund consisting of all water access fees paid and such other funds as may be placed in it from time to time. It shall be used only for capital improvements to the public water system and not for operating expenses.

COMMISSIONERS – Board of Water Commissioners. Such Board is synonymous with the Prudential Committee of Randolph Fire District #1 acting in its capacity as Water Commissioners.

COMMITTEE – The Water Advisory Committee of RFD1.

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CONNECTION FEE shall mean a fee imposed on applicants for the municipality's cost of performing, supplying materials, supervising, inspecting and administering a connection to the water system including any necessary water service extension, upgrading water mains or for any portion of these activities.

CUSTOMER - Any owner whose property or condominium unit receives water service from RFD1.

DELINQUENT WATER BILLS – Water bills shall become delinquent if payment is not received by the RFD 1 Treasurer by the due date printed on the bill. Payments postmarked by the due date but received after it shall be considered overdue.

DEVELOPMENT – The division of a parcel of land into two or more parcels; the construction, reconstruction, conversion, structural alteration, relocation or enlargement of any building or other structure, or of any mining, excavation, landfill, and any change or increase in the use of any building or other structure, or land, or extension of use of land.

DISTRIBUTION MAIN – The primary supply pipe or conduit from which service connections are made to supply water to the customer. “Distribution main” is synonymous with “water main”.

DISTRICT – The geographic boundaries of Randolph Fire District Number 1, as shown on the map at Appendix C. This is also synonymous with and used when referring to RFD1.

EXPANSION OF EXISTING SERVICE - Any change on a property already served by the Department which could increase the usage of water on that property as determined using the state tables of unitized daily flows referenced herein. It shall also mean any change of service from residential to commercial in an existing building, or any other change of use or change of circumstances, to include leasing of water to another user, which the PRUCOM determines will result in a change in usage of water.

FIRE PROTECTION SYSTEM - A private water system contained within a structure used for the exclusive purpose of providing fire protection within the structure serviced. Such a system shall include, but not be limited to, sprinkler systems and fire hose systems.

NOTICE, WRITTEN – A letter or other written document notifying the addressee of a violation, impending action to be taken, or other issue. Such written notice is to be delivered to the addressee either by first class certified mail, return receipt requested or hand delivered, unless specified otherwise herein.

OWNER - Any person who owns or possesses any property or condominium unit connected to the RFD1 water system or proposes to connect to the municipal system.

PERMIT – A written document issued pursuant to this Ordinance giving a designated person or applicant permission to use, operate and/or construct, alter, renovate or connect to the public water system.

PERMITTEE – The person to whom a permit is issued.

PERSON - An individual, association, partnership, society, corporation and any other incorporated or unincorporated organization or group.

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PRIVATE WATER SUPPLY OR SYSTEM - All facilities for supplying, distributing or storing potable water that is not under the control of nor operated by RFD1.

PRUDENTIAL COMMITTEE (PRUCOM) - The group of three (3) District residents elected by the RFD1 residential customer membership to serve as the decision-making authority, governing body of RFD1.

PUBLIC WATER SYSTEM – The public community water system as defined by state statute owned and operated by RFD1. “Public community water system” shall be synonymous with “RFD1 water system.”

QUALIFIED CONTRACTOR – A contractor or construction firm that has been deemed competent by the PRUCOM as provided herein in the installation of water systems or components thereof. Notice of a qualified contractor must be provided to the PRUCOM seven (7) days in advance of the work to be done.

RFD1 - Randolph Fire District Number 1.

SERVICE AREA – Properties currently served by the public water system or property that is within 500 feet of a water main or hydrant of the RFD1 water system.

SERVICE CONNECTION - The water line that runs from the public water main to the structure to be served. “Service connection” is synonymous with “building connection.”

STANDARD SPECIFICATIONS – Requirements and specifications for the materials, equipment, construction, installation and maintenance of the District public water system. If adopted, these specifications are appended to this Ordinance.

STRUCTURE - An assembly of materials for occupancy or use, including but not limited to a building or mobile home. “Building” is synonymous with “structure.”

TREASURER - The Treasurer of RFD1.

TOWN - The Town of Randolph, Vermont.

V.E.P.R. - State of Vermont Environmental Protection Rules

WATER ADVISORY COMMITTEE - Group of RFD1 residents and/or property owners, numbering between three (3) and seven (7) members, appointed by the PRUCOM.

WATER SERVICE, ADEQUATE – Water supplied by the RFD1 water system that meets the state standards required for its operation.

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ARTICLE 2 - GENERAL ADMINISTRATION

§ 201 – VILLAGE WATER DISTRICT BOUNDARY

- A. Randolph Fire District Number 1, hereinafter referred to as RFD1 or the District, shall be defined by the map entitled “RFD1 Water District” as recorded and maintained by the PRUCOM and attached hereto as part of this Ordinance.
- B. The RFD1 geographic area is fixed. It cannot be made smaller than the description expressed in the original district charter. However, it can be expanded by a membership vote. Additionally, water may be leased from a District member to another user with the approval of the PRUCOM.

§ 202 – PURPOSE OF THE DISTRICT

The purpose of the District is to provide potable water that meets all state standards throughout its geographic territory. The District also provides water for fire protection within its boundaries.

§ 203 - PURPOSES OF THIS ORDINANCE

- A. The purpose of this Ordinance, entitled “Randolph Fire District Number 1 Water Ordinance,” hereinafter referred to as the Ordinance, is to provide an orderly procedure for all applicants for connection to and expansion of existing service of the RFD1 water system which will assure timely review, and acceptance of properly constructed extensions and connections, to provide orderly and established procedures for the operation of the District, and to regulate the uses of the system by its customers.
- B. A specific purpose of this Ordinance is to assure that any standard of service for existing customers is not sacrificed or compromised for the benefit of potential new customers requesting connection to the system.
- C. The purpose of the access fees, pursuant to this Ordinance, is to allow customers to “buy into” the existing system. Access fees shall be used to fund capital improvements to the system. Fee and rate schedule information is found at Appendix B of this ordinance.

§ 204 - BOARD OF WATER COMMISSIONERS

Pursuant to 24 VSA, Chap. 89, the Prudential Committee of Randolph Fire District Number 1, shall constitute the Board of Water Commissioners, hereinafter referred to as the Commissioners, with the powers herein enumerated. Such powers shall include overall authority regarding the RFD1 water system. Such overall authority shall include, but not be limited to, setting rates and fees; establishing rules and regulations for system operation and maintenance; establishing personnel structure of the District officers and other personnel described in the District charter; and providing for the growth and improvement of the public water system.

§ 205 - PRUDENTIAL COMMITTEE (PRUCOM)

- A. The PRUCOM shall be the authority ultimately responsible for the operation, maintenance, control, improvement and repairs of the water system.
- B. In instances when a potential decision of the PRUCOM regarding a water bill adjustment would have a financial impact in excess of \$500, the PRUCOM shall consult with the Water Advisory Committee (see §206 below) before issuing such decision.
- C. Any person aggrieved by an action or decision of the PRUCOM may state his grievance to the

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Commissioners which shall investigate the matter at issue and decide the same in a timely manner so as to insure the proper operation of the water system and to insure fair and equal treatment to the customers.

§ 206 - WATER ADVISORY COMMITTEE

- A. There is hereby established a Water Advisory Committee. The Committee shall consist of no less than three (3) and no more than seven (7) members, appointed by the PRUCOM, who must be residents of property in the District. Members of the Committee shall serve at the pleasure of the PRUCOM, which may remove members at any time and for any or no reason upon majority vote.
- B. The duties of the Committee shall be to advise and assist the PRUCOM as needed. In general, this may entail preliminary reviews and recommendations on allocation requests, determinations of need, disconnection requests and construction plans. The Committee may also provide advice to the PRUCOM regarding budget issues, capital projects, Ordinance revisions and construction standards. The Committee shall serve in an advisory capacity only and may only exercise that authority explicitly granted herein and by resolution of the PRUCOM.

§ 207 – CONFORMANCE WITH OTHER REGULATIONS

A proposed project may be required to obtain other permits from the local, state, or federal government. The securing of final approvals of the project pursuant to this Ordinance does not remove the responsibility of the applicant from obtaining other applicable permits, such as public building permits, zoning permits, road access permits, etc. All applicants are advised to seek advice as to the compliance requirements of all applicable permits and to contact the regional permitting specialist at the Vermont Agency of Natural Resources to ascertain whether any state permits, or amendment thereto, are required.

§208 - PENALTIES

- A. Except as otherwise specified herein, any person found to be in violation of any provision of this Ordinance shall be served by the PRUCOM with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations and take all other necessary steps to come into compliance with this Ordinance. If the violation occurs on private property, the owner, if not the offender, shall also be sent a copy of the written notice of violation.
- B. This is a civil ordinance and shall be enforced by the PRUCOM or other duly authorized designee of the PRUCOM in the Judicial Bureau in accordance with 24 V.S.A. §§ 1974a et seq. Any violation of this Ordinance shall be punishable by a fine of not more than five hundred dollars (\$500.00). Each day the violation continues shall constitute a separate offense.
- C. Any person violating any of the provisions of this Ordinance shall become liable to the PRUCOM for any expense, legal fees, loss, or damages incurred by the Town and District by reason of such offense.
- D. In addition to invoking the penalties provided herein and otherwise available, including all legal and equitable remedies, the PRUCOM is authorized to order abatement of any violation.
- E. Protection from damage and unauthorized use - No unauthorized person shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface, or tamper with any structures, appurtenances, or equipment which is part of the RFD1 water system. No person shall, in any way or by any device, obtain the use of the water from the RFD1 water system without consent of the PRUCOM and in compliance with the provisions of this Ordinance. No customer shall, except with the written

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consent of the PRUCOM, be allowed to furnish water from the RFD1 water system to other persons or property nor to charge for such supply. Providing, however, a lessor may furnish water to a lessee, and charge for the same, and at the same rate as furnished by the District to the premises. Any person violating this provision shall be liable to the District in treble damages therefore, to be recovered in a civil action, and any such person on conviction of a violation hereunder shall be fined not exceeding \$500.00 or committed to the Commissioner of Corrections not more than six months, or both.

§ 209 - CAPITAL IMPROVEMENT FUND

This Ordinance confirms and maintains the water capital improvement fund established by the Randolph Fire District Number 1, Vermont Water Ordinance effective May 21, 2014. It shall consist of all water access fees paid and such other funds as may be placed in it from time to time. Monies in this fund shall be used only for capital improvements to the district water system as designated by the PRUCOM, and not for annual operating expenses. The capital improvement fund balance shall not exceed the estimated costs of the purposes for which the fund was established.

§ 210 - GENERAL FINANCIAL RESPONSIBILITY

The customers will continue to be responsible for the required system operation and maintenance including general purpose prioritized local capital improvements to the system.

§ 211 - INSPECTION OF AND ENTRANCE TO PRIVATE PROPERTY

- A. The PRUCOM and other duly authorized representatives of RFD1 bearing proper credentials and identification shall be permitted at all reasonable times to enter all properties connected to or desiring to connect to the public water system for the purposes of inspection, observation, measurement, prevention of unnecessary waste, sampling, and testing in accordance with the provisions of this Ordinance.
- B. The PRUCOM and other duly authorized representatives of RFD1 bearing proper credentials and identifications shall be permitted at all reasonable times to enter all private properties through which RFD1 holds a duly negotiated easement for the purpose of, but not limited to, inspection, observation, measurement, prevention of unnecessary waste, sampling repair and maintenance of any portion of the water works lying within said easement. All entry and subsequent work, if any, on said easement, shall be done in full accordance with the terms of the duly negotiated easement pertaining to the private property involved.
- C. Inspectors of the District or persons so authorized by the District shall be permitted at all reasonable times to enter all parts of every building connected to the district water system for the purpose of inspection, removing or replacing meters, examining fixtures and observing the manner in which water is used.
- D. Whenever possible, reasonable notice shall be given to the building occupant and/or owner prior to inspection of or entrance to private property.
- E. The District may open the ground in any streets, lanes, avenues, highways and RFD1 territorial grounds for the purpose of constructing, maintaining or repairing any component of the public water system and appurtenances, as may be necessary for conducting the water and effectuating the purposes of this Ordinance. Such streets, lanes, avenues, highways and public grounds shall not be injured, but shall be left in as good condition as before the construction, maintenance or repair work.

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§ 212 - RATES AND FEES

- A. The Commissioners or PRUCOM, as authorized in 24 V.S.A. Chapter 89, have hereby established the following rates and fees, which may be amended by the Commissioners from time to time:
1. Water usage rate – The rate charged a customer that is based on water usage as measured by a water meter or, for other atypical circumstances, another method approved by the PRUCOM that equitably assesses a charge for the use of the water system. A minimum usage charge established by the Commissioners will be assessed for all connections whether or not the building is occupied. The money billed for water consumption shall be collected by the Treasurer and used for operating and capital expenses.
 2. Application fee – A fee charged to cover the costs of processing an application as required in this Ordinance. Any costs incurred for review by the District Engineer are over and above the application fee. The money collected for applications shall be used for operating expenses, recording fees and the administrative costs associated with processing applications.
 3. Access fee – A fee charged for each connection to or expansion of use of the District water system and based on design flow quantities. The money collected shall be placed in the water capital improvement fund.
 4. Fire protection system access fee – An annual fee charged for each sprinkler system on properties that do not have metered public water service.
 5. Violation penalties – A charge that will be incurred for violations of this Ordinance. Such charge is to provide a monetary deterrent for violating this Ordinance and to help offset the district’s administrative costs associated with enforcing violations.
 6. Interest on overdue accounts – A charge that will be incurred for overdue water accounts. Such charge is to provide a monetary deterrent for overdue accounts.
 7. Service calls and inspection charges – A charge to cover the costs of service calls and inspections so that they are borne by the person in need of such services and not by the other customers of RFD1.
 8. Special charges – Fees charged for collection of overdue accounts and reconnection of service disconnected because of nonpayment. Fees charged shall not exceed those prescribed by 24 V.S.A. § 5151 and amendments thereto. As of the date of the adoption of this Ordinance, the schedule for such fees is as follows:
 - a. collection trips - \$40.00 maximum, regardless of number;
 - b. reconnection:
 - i. normal hours - \$40.00
 - ii. overtime - \$75.00
- B. Unless set forth elsewhere in this Ordinance, the current rate and fee schedule established by the Commissioners is appended to this Ordinance (Appendix B).
- C. The Commissioners shall be authorized to establish such other charges as are reasonable and prudent for the proper supply of water to the customers of the District.
- D. No abatement of the water rate shall be considered.

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§ 213 - BILLING FOR SERVICE

- A. Billing for service will be prepared by the RFD1 Treasurer every six (6) months.
- B. Water bills will be rendered in the name of the property owner, who shall be responsible for their payment. Property owners are also responsible for notifying the RFD1 Clerk or Treasurer of any changes in mailing addresses and of any increase or change to the number of occupants of a District property. Failure to receive a bill does not relieve the customer from the obligation of payment of the bill or of payment interest charges for late payments.
- C. Payments for all water bills shall be received by the RFD1 Treasurer by the due date clearly printed on the bill. Payments postmarked by the due date but received after it shall be considered overdue.
- D. Delinquent bills shall bear interest at the rate of not more than one percent per month, or fraction thereof, for the first three months and thereafter one and one-half percent per month, or fraction thereof, from the due date of such bill. The charges for water usage shall be a lien upon the real estate furnished by the District in the same manner and to the same effect as taxes are a lien on real estate under 32 VSA §5061. The discontinuance of water service due to delinquent payment of water bills shall be addressed in accordance with 24 V.S.A., Chapter 129.
- E. If, from any cause, a meter or its remote reader fails to register the amount of water passing through it, the customer shall be charged at the average daily rate as calculated when the meter was functioning properly over the past two years or as long as the connection has been metered if less than two years.
- F. Billings for fire protection systems shall be as set forth in this Ordinance.

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ARTICLE 3 - SERVICE PROVISIONS

§ 301 - DISTRICT SERVICE

All new development requiring water use that is within the service area shall be required to obtain water service from RFD1 unless the District is unable to provide adequate water service. Exempt from this requirement are one- and two-family residences that would require the construction of a service connection longer than 200 feet or for which the service connection would reasonably have to traverse through ledge, watercourses, wetlands and as such, would create a hardship.

§ 302 – APPLICANT REQUEST FOR DISCONNECTION

Disconnection of existing services from the District water system for reasons other than nonpayment of a valid bill or charge requires the Commissioners' approval of a written request submitted by the owner of the property served. No disconnection shall be approved unless the Commissioners determine that the District is unable to provide adequate water service or a new use of the property is proposed that does not require water usage. The physical disconnection shall be approved by the PRUCOM or its designee(s). No minimum semi-annual billing shall be charged to the property, however, such water charges will continue until the physical disconnection is approved as mentioned, but property tax will still be collected.

§303 – DISCONNECTION (INTERRUPTION OF SERVICE) FOR NONPAYMENT

- A. Disconnection of service for delinquent payment of a valid bill or charge shall conform with the process prescribed by 24 V.S.A. Chapter 129. Notice of disconnection shall be provided to the customer prior to disconnection and in the form required by 24 V.S.A. §5143. A copy of the notice shall be sent to the occupant of a building which will be affected by the disconnection if the occupant is different than the customer. All delinquent customers shall be given an opportunity to enter into a reasonable agreement with the District to pay the delinquent bill and avoid disconnection of service.
- B. Disconnection of water service shall occur only between the hours of 8:00 a.m. and 2:00 p.m. of the business day specified on the notice of disconnection, or within the same hours during the four business days thereafter. When service is disconnected or interrupted, the individual making the disconnection shall immediately inform a responsible adult on the premises that service has been disconnected, or if no responsible adult is then present, shall leave on the premises in a conspicuous and secure place a notification advising that service has been disconnected or interrupted and what the customer has to do to have service restored.

§ 304 - REQUEST TO RESUME SERVICE

After service has been disconnected because of a customer's failure to abide by any provision of this Ordinance, it shall be restored within 24 hours upon the customers written request to the Commissioners or PRUCOM when the cause for disconnection of service has been removed or when an agreement has been reached between the customer and the Commissioners or PRUCOM regarding the dispute that led to the disconnection or when directed to do so by the Commissioners.

§ 305 - INTERRUPTION OF SERVICE

- A. The District furnishes water, not pressure, and does not guarantee a continuous supply. No responsibility will be assumed by the District for any damage to any property in any building.

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- B. No person shall be entitled to damages, nor to have any portion of a payment refunded, for any interruption of service occasioned by accident to any portions of the water system, nor for interruption of service for purposes of additions or repairs, nor for non-use occasioned by absence, nor for any other reason.
- C. Notice of interruption of service is not required. While the District attempts to give notice, as far as possible, in advance of any work which must be done that will necessitate interruption of the supply, such notice is to be considered a courtesy only, and not a requirement on the part of the District.
- D. Any announcement of interruption of service will be by general announcement. Failure of tenant or owner to receive notice of interruption of service shall create no liability on the part of the District or its representatives. Owners are encouraged to install range boilers, hot water tanks and all other equipment connected with the water supply system in such a manner that damage will not occur if the service is interrupted without notice.
- E. Whenever supply to a hydrant is to be interrupted for repairs or other causes, the PRUCOM or its designee shall notify the fire department. Such notification shall include the nature of the problem and the estimated duration of the interruption. The PRUCOM or its designee shall also notify the fire department when service has been reinstated.

§ 306 - RUNNING WATER

- A. Water shall not be allowed to run to waste through any faucets or fixtures to prevent freezing or be kept running for any longer than necessary for its proper use. The District is required to restrain and prevent any and all waste of water and, to that end may, when necessary, turn off the water or take such other action as, in its judgment, appears proper.

§ 307 - TEMPORARY SERVICE

- A. Contractors, fire departments, builders and owners desiring temporary water service for construction or other purposes including the filling of swimming pools for District residents only, must make their request to the PRUCOM.
- B. The cost of providing temporary service, its removal and any additional expenses incurred by the District for the supervision of the temporary service operation shall be borne by the applicant. A deposit in the amount of the estimated cost of temporary service shall be paid in advance of any water usage. Upon completion of the use of temporary service, an accounting shall be made of the total water consumption at the current rate. If the amount of deposit does not cover the actual cost, the applicant will be billed the additional amount. If the deposit exceeds the actual cost, the applicant shall be refunded the difference.

§ 308 – SUPPLEMENTAL PRIVATE WATER SUPPLY

- A. A property connected to the District water system shall not develop or utilize a supplemental private water supply unless the following requirements are met:
 - 1. The private water supply will serve a one- or two-family residence only, or be used for agricultural or irrigation purposes.
 - 2. Prior to the commencement of any work on the supplemental private water supply system, written notification shall be provided to the PRUCOM that describes the nature of private water supply and how it will be utilized.

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3. The plumbing for the private water supply shall be completely separate from the plumbing for the District water supply. No cross connections shall be allowed.
 4. Prior to operation of the private water supply, the supplemental private water supply system shall be inspected and approved by the PRUCOM or its designee if the requirements of this section are met.
- B. Properties with a supplemental private water supply shall continue to be billed for the District water service as described in this Ordinance.
- C. Nothing in this section shall be construed to apply to a property that does not maintain both a private water supply and connection to the District water system.

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ARTICLE 4 - ALLOCATION PROVISIONS

§ 401 – WATER SERVICE APPROVALS AND DETERMINATIONS

The following water service approvals and determinations are required prior to the commencement of any construction or consumption of any water related to the proposed project, as herein provided:

- A. New water service approval – This is required for a new structure that will be connected to the District system, and involves, as a minimum, the granting of allocation from the system.
- B. Change of existing use review – This is required for an existing structure that is currently served by the District which will be changing its current or previous use. Such change of use may or may not involve a physical expansion of the existing building. This review will result in a determination of whether an expansion of water use will result and an additional allocation is required.
- C. Expanded water service approval – This is required when it has been determined in paragraph B above that a new use of a property that is currently served by the District will result in an expansion of use and require the granting of additional allocation from the system.
- D. Construction permits - No unauthorized person shall uncover, make any connections with or opening into, use, or disturb any District water line or appurtenance thereof without first obtaining a construction permit, as required in this Ordinance.
- E. Hydrant use - Except for hydrant use by the fire departments or the District, any use of hydrants in the District is prohibited.

§ 402 - GENERAL ALLOCATION PROVISIONS

- A. All water allocations belong to a building and remain with that building. However, if a building is developed as condominium units or an existing building is converted into condominium units, the allocations belong to a space within the building or condominium unit and remain with that space or unit.
- B. Once operational, if actual usage by the project (as measured when operational) exceeds the granted allocation, then the applicant or his assigns must make a new application for additional allocation and must pay the access fee in effect at that time.
- C. Notwithstanding the above provisions, allocations that were reviewed and determined by the Committee prior to the adoption of this Ordinance shall not be changed as a result of this Ordinance's adoption.

§ 403 - FORFEITURE OF ALLOCATION

- A. Any allocation shall be forfeited if the PRUCOM grants a request to disconnect per this Ordinance.
- B. The PRUCOM may re-approve an allocation to an applicant after forfeiture only upon approval of a new application and after all provisions of the application procedure are completed including submission of a new application and fee and payment of the necessary access fee.

§ 404 - DETERMINATION OF ALLOCATION

The amount of allocation shall be determined as set forth in this section, as applicable.

- A. General Determination
 - 1. The amount of allocation needed shall be the capacity of all the uses in the building as determined by the table of unitized average daily flows established in the Vermont Environmental Protection Rules (VEPR) Chapter 21, Water Supply Rule and any amendments or revisions thereto. The current

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table is appended to this Ordinance. However, if the Vermont Agency of Natural Resources provides written confirmation that a different amount of allocation is needed for a particular application, the amount of allocation needed shall reflect this different figure for that application only.

2. Should an applicant propose a use, the capacity for which cannot be reasonably categorized by the above-mentioned table, the applicant shall provide the PRUCOM with projected water capacity and how this capacity was calculated. The PRUCOM may accept this amount or may request additional information from either the state or the applicant so that the PRUCOM can make a determination of capacity.
- B. New Structures - The amount of allocation needed for new structures shall be as set forth in subsection A above.
- C. Existing Structures - The allocation for an existing structure shall be one of the following, as applicable:
1. For structures that have been granted an allocation, the most recently granted allocation shall be considered the allocation for the structure.
 2. For structures that have never been granted an allocation but have been paying water bills, the allocation shall be either:
 - a. The highest capacity of any use of the structure in the last five (5) years from date of application if the structure has been in use at any time during the last five years, or
 - b. The current usage that is the basis for a minimum billing if the structure has been vacant for five years from the date of application.
- D. New Use in an Existing Structure - The capacity of a new use shall be determined as set forth in subsection A above. The additional allocation needed for the new use shall be the difference between the capacity of the new use and the allocation of the existing structure, as set forth in subsection C above. If the capacity of the new use is less than the allocation of the existing structure, then no additional allocation is needed.
- E. Expanding an Existing Use - A customer shall apply for additional allocation if the capacity of the existing use, as determined in subsection C above is increased. The customer shall require an additional allocation of at least the total capacity increase of the existing use.
- F. Reducing an Existing Use
1. Once an allocation has been granted and paid for, it shall not be reduced unless forfeited.
 2. Notwithstanding subsection (1) above, if the uncommitted reserved hydraulic capacity of the WWTP is less than or equal to 20%, the PRUCOM may re-evaluate the allocations of the entire District and adjust them in a fair and equitable manner based upon historic and/or current design usage
- G. Removal or Destruction of an Existing Building - If a building is removed or destroyed, the allocation may be transferred to a new building constructed on the property or to other buildings on the property, if any. If the allocation for the building removed or destroyed was granted after the enactment of this Ordinance, then there is no time limit by which the allocation must be transferred to a new building. If the allocation for the building removed or destroyed was granted prior to the enactment of this Ordinance then it must be re-allocated within 5 years of last use of water or the allocation is forfeited.

Randolph Fire District #1 - Water Ordinance

§ 405 – WATER SERVICE APPLICATION PROCEDURES

- A. All applications for allocation shall be made on a form available from the RFD1 Clerk and signed by the owner or his or her duly authorized agent. The application shall be accompanied by a plan showing the property to be serviced, the structure to be serviced, the use of the structure, proposed sizes of lines, general utility layout and any other information required by the PRUCOM to allow it to conduct a thorough review of the request.
- B. An application fee shall be paid in full before any application is processed.
- C. Projects may be phased provided all construction is completed within 5 years. If a project is proposed to be phased, the applicant shall provide the phasing schedule with the application. This schedule shall include the following, at a minimum, for each phase:
 1. What is to be constructed
 2. Estimated start and completion dates
 3. The amount of requested allocation
 4. What infrastructure improvements are to be constructed, if any

§ 406 - ACCESS FEES

- A. An access fee shall be paid as provided for herein.
- B. All access fees shall be due and payable in the following manner:
 1. If the project does not require approval from the local Development Review Board, then the total access fee shall be paid within 30 days of the date of the invoice for the fee.
 2. If approvals are needed from either the local Development Review Board or the state, then the access fee shall be paid in the following manner:

Total Access Fee Amount and Timing of Payment

\$0-\$5,000

- 100% within 30 days of the date of the invoice for the access fee.

More than \$5,000

- 30% within 30 days of the date of the invoice for the access fee.
- 30% by the start of construction.
- 40% prior to commencement of water service.

- C. Notwithstanding subsection B above, if a project is to be phased and the total allocation for the project exceeds \$5,000, 30% of the total access fee for the entire project shall be paid within 30 days of the date of the invoice for the fee. The remaining access fee shall be paid in the following manner:
 - 30% of the access fee for each phase prior to start of construction of the phase
 - 40% of the access fee for each phase prior to occupation of any building and use of the water service for the phase
- D. Failure to pay the access fee in the above described time or abide by any other requirement of this section shall be grounds for the forfeiture of the allocation granted and of any and all fees already paid, and shall, in addition, relieve the District of any further obligation to the applicant.

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§ 407 – TIME FRAME FOR CONNECTING TO WATER SYSTEM

- A. Within 12 months of receiving all approvals and permits required by this Ordinance, a project must either be connected to the system and using water, or paying the quarterly usage charge based on the full allocation of the project, regardless of whether water is being used or whether the project is connected to the system. However, if the project is not connected to the system and using water service within 5 years of receiving the allocation, the allocation shall be forfeited.
- B. If a project is to be constructed and connected to the District water in phases, the provisions of sub-sections A – C above shall apply to each phase of the project as approved by the PRUCOM. If the final connection for the last phase has not been made within 5 years of the date the allocation was granted, it shall be forfeited.

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ARTICLE 5 - SYSTEM AND CONSTRUCTION REQUIREMENTS

§ 501 - EXPANSION OF WATER SYSTEM

- A. Any reductions in service created by expansion, additions or improvements to the District water system will be evaluated considering the total impact on the entire system and the resulting benefit to the District. Where an impact causes any potential reduction in the standards of service to existing customers, new customers requesting connections will be required to complete such systems improvements as to eliminate any such impacts as a condition for obtaining a water construction permit, as herein required.
- B. Expansion, additions or improvements to the District water system may be permitted by the PRUCOM provided the following criteria have been met:
 - 1. All properties to be served are within the District.
 - 2. The acceptance of the project will not adversely affect or jeopardize service to existing customers.
 - 3. The cost to maintain the project is not exceeded by the revenues to be generated by the customers served by the project.
- C. Private systems shall not be allowed to connect to the District water system with the exception of those connections required by Vermont Technical College (VTC).
- D. All extensions, additions or proposed improvements that are required for or requested by new customers will be the financial responsibility of those new customers until accepted by the PRUCOM as part of the District water system.
- E. The permit for expansion of the District water system is conditioned upon the granting of allocation of capacity necessary for its expansion and granting of the requisite construction permit by the PRUCOM.

§ 502 - METERS

- A. Metering shall be required in all new construction, newly-remodeled buildings, and new apartment connections. All meters must be purchased by the property owner from the District and are to be installed by the owner in conformance with the District standards. Once installed and approved by the PRUCOM or its designee, the meter shall become part of the District water system, be solely the responsibility of the District, and normal maintenance and replacement shall thereafter be borne by the District.
- B. The owner will be responsible for any damages caused by misuse or freezing of any meter. It shall be the owner's responsibility to report any apparent malfunctions of the meter.
- C. A main meter shall be installed in accordance with this section for all newly constructed or renovated buildings that have multiple customers (i.e. apartment or office buildings) and the owner shall be solely responsible for payment of all water usage. The owner may install individual meters for each unit within the building for the purpose of apportioning the usage registered by the main meter. Such meters shall be the responsibility of the owner and the District is not required to take individual readings of these meters.
- D. Notwithstanding the provisions of subsection (C) above, if a building or property consists of more than one apartment or condominium unit, each unit shall be separately metered and the unit's owner shall be solely responsible for payment of the water usage for the unit.

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§ 503 - LOW-FLOW DEVICES

All new development is required to install low-flow water fixtures. These fixtures shall be considered approved by the PRUCOM if they meet the state standards for such. Use of low-flow appliances is strongly recommended.

§ 504 - HYDRANTS

- A. Hydrants are the property of the District. All public fire hydrants and their connections shall be maintained by the District.
- B. Public fire hydrants are for fire protection, including the extinguishing of fires and the conducting of a bona fide drill or practice burn, for the flushing of water mains, and as provided for elsewhere in this Ordinance. No other use of District fire hydrants is permitted.
- C. No person shall obstruct or cause obstruction to a hydrant.
- D. Hydrants that are to be installed as part of a new development or subdivision and shall conform to the design standards of the District.

§ 505 – HYDRANT USE

- A. Except for hydrant use by the fire departments or the District, all other use of hydrants in the District is prohibited.
- B. All hydrants shall be operated by fire department or District personnel only. The District shall also be responsible for hooking up and disconnecting meters if required.

§ 506 - FIRE PROTECTION SYSTEMS

- A. Fire protection systems shall be used for fire protection only. Using water from the fire protection system for anything other than fire protection purposes may result in prosecution for unauthorized use. No connection for any other use shall be made to a fire protection system.
- B. Use of the fire protection system shall not be charged. However, if there is no metered water service to the property, a fire protection system fee shall be assessed, whether the system is used or not.
- C. Backflow devices will be required on all fire protection systems and shall meet the requirements of the standard specifications. In addition, all fire protection system installations shall have a written recommendation from the Randolph Center Fire Chief.
- D. Fire protection shall be provided by the developer in accordance with state rules and regulations and for any water line extension longer than 500 feet from existing hydrants owned by the District. Flow requirements shall be in accordance with the Insurance Services Organization (ISO) criteria and shall be reviewed by the Randolph Center Fire Chief and the PRUCOM.
- E. All fire protection systems shall be subject to periodic inspections by the District personnel. An owner of such a system shall give the District personnel all reasonable facilities for making the inspection and any information concerning such system that may be required. Inspections will be made with as little inconvenience to the owner as possible.
- F. If any fire protection system is inoperable, the owner shall notify the appropriate area fire department immediately.

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§ 507 - CONSTRUCTION PERMITS

A. General

1. No unauthorized person shall uncover, make any connections with or opening into, use, extend or disturb any public water main, line or appurtenance thereof without first obtaining a construction permit from the PRUCOM, as required herein.
2. The service connection between the building and up to the curb stop is the responsibility of the owner as provided herein. Any construction of or repairs to the this portion of the service connection shall require a minor construction permit prior to the commencement of such work.
3. Major construction permits shall be required prior to any construction for all new projects, developments, subdivision, expansions or other projects that require construction or installation of water system components other than the service connection or meter, regardless of whether the system components are to become part of the public water system. As applicable, major construction permits may only be issued if an allocation has been applied for and granted pursuant to this Ordinance.

B. Application Procedure

1. General - The application procedure shall be the same for minor and major construction permits except as set forth herein.
2. All applications shall be made on a form available at the RFD1 Clerk and signed by the owner or his or her duly authorized agent. The application shall be accompanied by a plan showing the subject property, the structure to be serviced, the use of the structure, proposed sizes of lines, general utility layout, proof of current liability insurance for the qualified contractor to perform the work and any other information required by the Superintendent to allow for a thorough review of the request.
3. An application fee shall be paid in full before any application is processed.
4. For minor permits, a sketch and description of the proposed work shall be provided by the applicant.
5. For major permits, two sets of detailed construction plans and specifications, and any other information requested by the Superintendent shall be provided by the applicant. The PRUCOM may require that such plans be signed and sealed by a professional engineer registered in the State of Vermont.
6. An application shall be considered complete when all of the elements listed above are submitted, as applicable.

C. Review for Construction Permits

1. Minor permits shall be issued by the PRUCOM if the PRUCOM finds the proposed work to be in conformance with this Ordinance and the design standards.
2. Major permits shall be issued by the PRUCOM if the PRUCOM finds the proposed work to be in conformance with this Ordinance and the design standards, and the proposed work will not adversely affect the system or its customers. This review may be made by the District's Engineer, with all such expenses borne by the applicant.

D. Time frames

1. The PRUCOM shall take action to approve, approve with conditions or deny a minor construction permit within 30 days after receipt of a complete application.
2. The PRUCOM shall take action to approve, approve with conditions or deny a major construction permit within 45 days after receipt of a complete application, or may request additional information within this time period. If additional information is requested, the PRUCOM shall take action to

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approve, approve with conditions or deny the major permit within 30 days of receipt of the required additional information.

3. All time frames established in this subsection are guidelines. Every effort shall be made to meet these time frames. It is understood that, in rare circumstances, these time frames may not be met. Failure to meet these time frames shall have no effect on any outcome and shall not create a deemed approval of any application.

§ 508 – QUALIFIED CONTRACTORS

- A. In order to safeguard the District water system and its customers from unnecessary interruption of service due to contractor negligence or ineptitude, a construction permit will only be issued if such work is to be performed by a qualified contractor.
- B. The PRUCOM shall determine that a contractor is qualified if the contractor meets all of the following criteria:
 1. Has applicable and adequate experience in the construction of municipal systems.
 2. Has satisfactory references from other owners or municipalities who have had similar work performed by the contractor.
 3. Has applicable and adequate experience with construction of residential, commercial or industrial potable water systems.
 4. Has adequate liability insurance.
 5. Has professional licenses, as applicable, and.
 6. Any previous applicable work in the District, if any, has been completed satisfactorily.
- C. In making a determination that a contractor is qualified, the District does not warranty, guarantee nor in any way endorse the contractor or the work performed by the contractor. Such a determination simply implies that the contractor appears to have the ability to perform the work due to past experiences.

§ 509 - INSPECTION

- A. All construction permits - All subsurface components shall be inspected and accepted by the PRUCOM or its designee prior to backfilling or covering up. Water service to the building shall not be provided until such acceptance is granted.
- B. Major construction permits
 1. Upon review of construction plans for a major construction permit, the PRUCOM may recommend resident inspection. If so recommended, a resident inspector may be required during construction, at the discretion of the PRUCOM, for facilities that are proposed to become the property of the District. The resident inspector shall be appointed by the PRUCOM.
 2. All cost of resident inspection shall be borne by the permittee.
 3. It shall be the duty of the resident inspector to assure that all facilities are installed in accordance with the approved plans and specifications for the project. Any divergence from the approved plans must be approved by the PRUCOM.
 4. In addition to the requirement in subsection A above, certification of project conformance by the resident inspector, if appointed, and the applicant's engineer shall be required in order to obtain permission from the District to initiate water service for the project.

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§ 510 - CONSTRUCTION STANDARDS

All construction of District water system components, including service connections, shall comply with the applicable provisions of the VEPR Chapter 21 Water Supply Rules that are in effect at the time of application. In addition, the PRUCOM may adopt supplemental construction standards and requirements that shall apply to such construction, and, if so adopted, are appended to this Ordinance. All of these rules, standards and requirements, herein after referred to as the construction standards, are appended to this Ordinance.

§ 511 - CONSTRUCTION BOND

For components of a project that are to become the property of the District, the applicant may be required by the PRUCOM to post and maintain a bond or letter of credit for at least two years after the District has accepted the water system. The purpose of the bond or letter of credit is to insure that the work that is done remains acceptable for at least two years after completion. The amount of the bond or letter of credit shall be determined by the PRUCOM.

§ 512 - SERVICE CONNECTIONS

A. Cost, Construction, and Maintenance Responsibilities

1. The owner shall be responsible for the construction, repair, and maintenance of the service connection between the building and up to the curb stop and all costs associated with this portion of the service connection.
2. The owner shall be responsible for the construction and cost of the remaining portion of the service connection from the water main to and including the curb stop. This notwithstanding, the installation of the corporation stop shall be by the District and at the expense of the owner. The PRUCOM may, at his or her discretion, allow the owner to have the installation of the corporation stop done by a qualified contractor.
3. The District shall be responsible for the repair and maintenance of the portion of the service connection from the water main to and including the curb stop.
4. The owner shall indemnify the District from any loss or damage that may directly or indirectly be occasioned by the installation or maintenance of the District's portion of the service connection.

B. Independency

1. A separate and independent service connection shall be provided for every building except as provided for below.
2. Where one building stands at the rear of another, the service connection for the front building may be extended to the rear building, with the PRUCOM's approval, if one of the following conditions are found:
 - a. The rear building is on the same parcel as and is accessory to the front building;
 - b. There is no adjoining alley, court, yard or driveway available where a service connection can be constructed for the rear building; or
 - c. The applicant failed to secure an easement from the owner of the front building and demonstrates true diligence in attempting to secure such easement.

- ### C. Existing service connections may be used for new buildings only when they are found, upon examination and test by the PRUCOM or its designee, to meet all requirements of this Ordinance. All related costs of the examination and test shall be borne by the applicant.

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D. Construction Requirements

1. No service connections shall be installed between December 1 and April 1 or when frozen ground conditions exist, as determined by the PRUCOM.
2. The construction permittee for the service connection shall notify the PRUCOM when the service is ready for inspection and connection to the District water system. The connection shall be made under the supervision of the PRUCOM or its designee.
3. All excavations for service connection installation shall be adequately guarded with barricades and lights in accordance with applicable standards of the State of Vermont Occupational Safety and Health Administration.
4. Streets, sidewalks, parkways, and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the District. The cost for such work shall be borne by the construction permittee.
5. In addition to the requirements above, construction, repair and maintenance of the service connection shall comply with the construction standards as provided for herein.

§ 513 - WATER UTILITY ACCEPTANCE REQUIREMENTS

- A. All extensions of water mains, and additions and improvements to the District water system, except for that portion of service connections between the building and up to the curb stop, shall be eligible for acceptance as part of the District water system by the District when all of the following, as applicable, are submitted and found to be satisfactory by the PRUCOM:
 1. Certification of the applicant's engineer and, if required herein, the resident inspector of conformance with the standard specifications, this Ordinance, and approved plans and specifications.
 2. Submission of all deeds and right-of-way instruments accepted by the PRUCOM and suitable for recording in the Town Land Records for all new water mains and other water system components to be taken over by the District. A 30-foot wide easement shall be required for all water mains to become the property of the District. Such easement shall be centered on the water main unless otherwise specified by the PRUCOM. Extent of easements for other system components to become the property of the District shall be specified by the PRUCOM.
 3. Submission of 24' x 36" "as-built" plans: two copies on paper, one copy on reproducible mylar and one electronic copy in a format acceptable to the PRUCOM. Such plans shall include, as applicable, layouts, details, profiles, elevations, and ties for all fittings, valves, corporations, curb stops and boxes.
 4. Submission of three copies of product information and three copies of an operations and maintenance manual of all components of the new system that are to become the property of the District. Such information shall be organized and bound.
 5. Statement of release of all liens from all subcontractors and suppliers.
 6. Certification of successful leakage and pressure tests, and chlorination procedures and results of successful bacteriological sampling. Temporary water shall be supplied by the District only for these activities.
- B. Such eligible expansions, additions and improvements to the public water system may be accepted only if it is in the best interest of the District as determined by the PRUCOM.

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C. When expansions, additions, and improvements to the District water system are accepted, the District shall be responsible for its operation, care and maintenance. Prior to acceptance, the full responsibility for the maintenance and repair of expansions, additions, and improvements to the public water system shall rest with the applicant, including all associated costs and expenses.

§ 514 – FEE SCHEDULE, UNITIZED DAILY FLOWS, CONSTRUCTION STANDARDS, WATER DISTRICT MAP

The fee schedule, unitized daily flow table, construction standards, water district map and water abatement policy of the District for or in connection with the water district shall be adopted by the PRUCOM via resolution at a regular or special meeting and shall be attached in the appendices of this Ordinance.

§ 515 – REPEAL OF PRIOR ORDINANCES, RULES, REGULATIONS

Any other District ordinance or regulation in conflict with this Ordinance is hereby repealed.

§ 516 – SEVERABILITY CLAUSE

Each of the provisions of this Ordinance is severable, and if any provision is held invalid for any reason, the remaining provisions shall not be affected but shall remain in full force and effect.

§ 517 - EFFECTIVE DATE

In accordance with the RFD1 charter, this Ordinance shall become effective fourteen (14) days after its adoption by the PRUCOM. If a petition is filed under 24 V.S.A. §1973, that statute shall govern the taking effect of this Ordinance.

~ end of ordinance ~

Randolph Fire District #1 - Water Ordinance

ADOPTION HISTORY:

First approved and adopted by majority vote of attending members of Randolph Fire District #1 on May 7th, 2014. Ordinance became effective on May 21st, 2014.

/s/ Carolyn Lumbra, Chairperson

/s/ Michael Regan

/s/ David Farnham

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APPENDICES

- A.....Unitized Daily Flows
- B.....Fee and Rate Schedule
- C.....Water District Map
- D.....Construction Standards (*under development*)

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APPENDIX A

UNITIZED DAILY FLOWS

AGENCY OF NATURAL RESOURCES DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Water Supply Division
The Old Pantry
103 South Main Street
Waterbury, Vermont 05671-0403
(802) 241-3400
(800) 823-6500 Toll-free in Vermont
FAX (802) 241-3284
www.VermontDrinkingWater.org

ENVIRONMENTAL PROTECTION RULES CHAPTER 21 WATER SUPPLY RULE

Original Effective Date: September 24, 1992
REVISION DATE: December 1, 2010

NOTE: The complete rule consists of the following parts:

- Subchapters 1 - 16
- Appendix A, Parts 1 - 10 - General Standards
- Appendix A, Part 11 - Non-Community and Non-Public Water Systems
- Appendix A, Part 12 - Construction & Isolation Standards for Wells
- Appendix B - Long Range Plan Requirements
- Appendix C - Bacteriological Monitoring Requirements
- Appendix D - Operation & Maintenance Manual Standards

Most people will not need all parts of the Rule. If you need a part that you do not have, please call the Water Supply Division at (800) 823-6500 or (802) 241-3400 and request the part(s) you need. The Water Supply Division will also provide a free copy of the most recent version of the federal regulations referenced in the rule, 40 CFR Parts 141-143. These are also available on the division's website at <http://www.anr.state.vt.us/dec/watersup/wsrules.htm>.

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Vermont Water Supply Rule

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Part 2 GENERAL DESIGN CONSIDERATIONS

Introduction

This Part applies to:

- (a) **Public Community** water systems; and
- (b) **Domestic Bottled** water systems.

2.0 General

The design of a water system or treatment process encompasses a broad area. Application of this part is dependent upon the type of system or process involved.

2.1 Design Basis

The water treatment plant, water system sources, and pump stations shall be designed for maximum day demand at the design year, recommended 20 years hence. Water system treatment plants, for water systems planning on future growth, shall be designed for maximum day demands expected at least 10 years hence. Water mains and transmission lines shall be designed for 50 years projected growth. **Public** water systems serving fewer than 100 connections, such as condominiums or subdivisions, need only plan for known projected demand. Specific per capita per day demands as outlined in Subpart 2.2, Table A2-1, shall be used to establish initial average day demand.

When a water system, expecting future growth, reaches 90% of the capacity of treatment or pumping systems capacity, it shall commence planning for the required additional capacity. When pumping or treatment capacities reach 100%, the water system shall initiate construction of these facilities.

2.2 Water Demand

Source yields will be compared against the maximum demands of the water systems to determine the adequacy of the source(s) to meet the expected demand.

2.2.1 Average Day Demands

The source's ability to meet the average day demand is based on pumping 12 hours per day. When a water system's average day demand is being met by pumping in excess of 12 hours per day at the permitted rate the water system shall immediately apply for additional source capacity.

2.2.1.1 For design of new systems or modification to systems without metered data records, the average day demands shall be based on the average day flow quantities in Table A2-1.

2.2.1.2 Reduction in average day demands determined using Table A2-1 may be made based on the results of metered data. Reductions below 60 gal/person/day will not be permitted in

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residential dwellings. A 10% leakage/aging factor will be added to empirically derived average day demands. Four types of proposals may be presented to determine reductions in the average day demands.

- (a) Meter readings on the existing water system:
 - (1) Must be tabulated on a daily basis for at least one year and readings must represent current usage;
 - (2) Must include daily population figures or occupancy data when appropriate; and
 - (3) On seasonally occupied dwellings, average day demands must be taken for period of maximum occupancy.
- (b) Meter readings on existing similar water systems:
 - (1) must be similar in population type and usage and must be approved for study by the Secretary, and
 - (2) two similar water systems should be monitored for at least one year prior to analysis.
- (c) Installation of low flow plumbing fixtures, 3.5 gallon or less flush toilets, 3.0 gallon per minute or fewer showerheads, and faucet aerators will allow for a 10% reduction in design flows as calculated from Table A2-1.
- (d) Other proposals, acceptable to the Secretary, on a case by case basis.

2.2.2 Maximum Day Demand

When the peaking factor is two (2), meeting the maximum day demand is based on finished water production when pumping 24 hours per day at the same rate (GPM) as needed to meet the average day demand.

Maximum day demands are determined as follows:

Average day demands x peaking factor = maximum day demands. In the absence of site specific data the peaking factor shall be two (2).

Please note that the basis of design, including the definitions for average day demand and maximum day demand differ in Part 11, Small Scale Systems.

2.2.3 Peaking factor

2.2.3.1 The peaking factor on new projects and non-metered existing projects is two (2).

2.2.3.2 The peaking factor, if based on metered data, must be based on the same information and conditions outlined in Appendix A Subpart 2.2.1.2, and is the ratio of the metered maximum day demand to the metered average day demand. The maximum day demand is the greatest amount of water produced by the water system on a single day during a 12 month period, or other appropriate time period.

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Table A2-1 - UNITIZED AVERAGE DAY FLOWS
Engineering Design Criteria
Unitized Average Day Flow Quantities

ESTABLISHMENT	DESIGN VALUE	Gallons Per Person Per Day (Unless otherwise noted below)
Assembly Areas, Conference Rooms	5	
Airports	5	
Bathhouses	5	
Bowling Alley (no food service)	75	Per Lane
Camps:		
Campground with central comfort stations (4 people per site)	100	Per Site
With flush toilets, no showers (4 people per site)	75	Per Site
Construction Camps (semi-permanent)	50	
Day camps (no meals served)	15	
Day Care Centers	15	Per Child or Employee, Per Shift
Resort camps (night & day) with limited plumbing	50	
Cafeterias	50	Per Seat
Churches Sanctuary seating x 25%	5	
Church Suppers	8	
Cottages	50	
Country Clubs	100	Per Resident Member
Country Clubs	25	Per Non-Resident Member Present
Dairy Farms	20	per tie-up
Dentists' Office	35	Per Staff Member
Plus	200	Per Chair
Doctors' Office	35	Per Staff Member
Plus	10	Per Patient
Dwellings		

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ESTABLISHMENT	DESIGN VALUE	Gallons Per Person Per Day (Unless otherwise noted below)
Apartments	75	Per Person with Minimum of 2 People Per Bedroom
Boarding Houses	50	
Plus Addition for non-resident boarders	10	
Multiple dwelling (condominiums, town houses, clustered housing)	75	Per Person with Minimum of 2 People/Bedroom
Den with Couch	55	
Rooming House	40	Per Occupant Bed Space
Single Family Dwellings	150	Per Bedroom
Factories	15	Gallons Per Person, Per Shift, exclusive of Industrial Wastes
Gyms	10	Per Participant
	3	Per Spectator
Hairdressers	10	Per Operator
Plus	150	Per Chair
Hotels** with Private Baths	50	Per Sleeping Space
Hospitals	250	Per Bed
Institutions other than hospitals	125	Per Bed
Laundries, self-service	500	Per Machine
Mobile Home Parks		
Systems Serving 4 or fewer trailers	450	Per Space
Systems Serving 5 or more trailers	250	Per Space
Motels** with private baths	50	Per Sleeping Space
Nursing Homes	125	
Picnic Parks (toilet waste only/picnickers)	5	
Restaurants (toilet and kitchen wastes, including restaurant and bar seats)	30	Per Seat
Additional for restaurant serving 3 meals per day	15	Per Seat
Restaurants (fast food-see Cafeteria)		
Schools		

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ESTABLISHMENT	DESIGN VALUE	Gallons Per Person Per Day (Unless otherwise noted below)
Boarding	100	
Day, without gyms, cafeterias & showers	15	
Day, with gyms, cafeterias & showers	25	
Day, with cafeteria, but without gyms and showers	20	
Service Stations	500	First set of gas pumps
Plus	300	Each set thereafter
Shopping Centers/Stores;		
Large Dry Goods	5	Per 100 Square Feet
Large supermarkets with meat department, without garbage grinder	7.5	Per 100 Square Feet
Large supermarkets with meat department, with garbage grinder	11	Per 100 Square Feet
Small Dry Goods (in shopping centers)	100	Per Store
Subdivision	450	Per Lot or 150 Gallons Per Day Per Bedroom, whichever is larger
Theaters		
Movie	5	Per Auditorium Seat
Drive-in	5	Per Car Space
Travel trailer parks without individual water & sewer hookups		
Comfort Station	90	Per Trailer Space
Dumping Station	35	Per Trailer Space
Travel trailer parks with individual water & sewer hookups	125	Per Trailer Space
Veterinary clinic (3 or fewer doctors)		
Without animal boarding	750	Per Clinic
With animal boarding	1500	Per Clinic
Workers		
Construction (at semi-permanent camp)	50	
Day at schools and offices	15	Per Person Per Shift

Randolph Fire District #1 - Water Ordinance

APPENDIX B

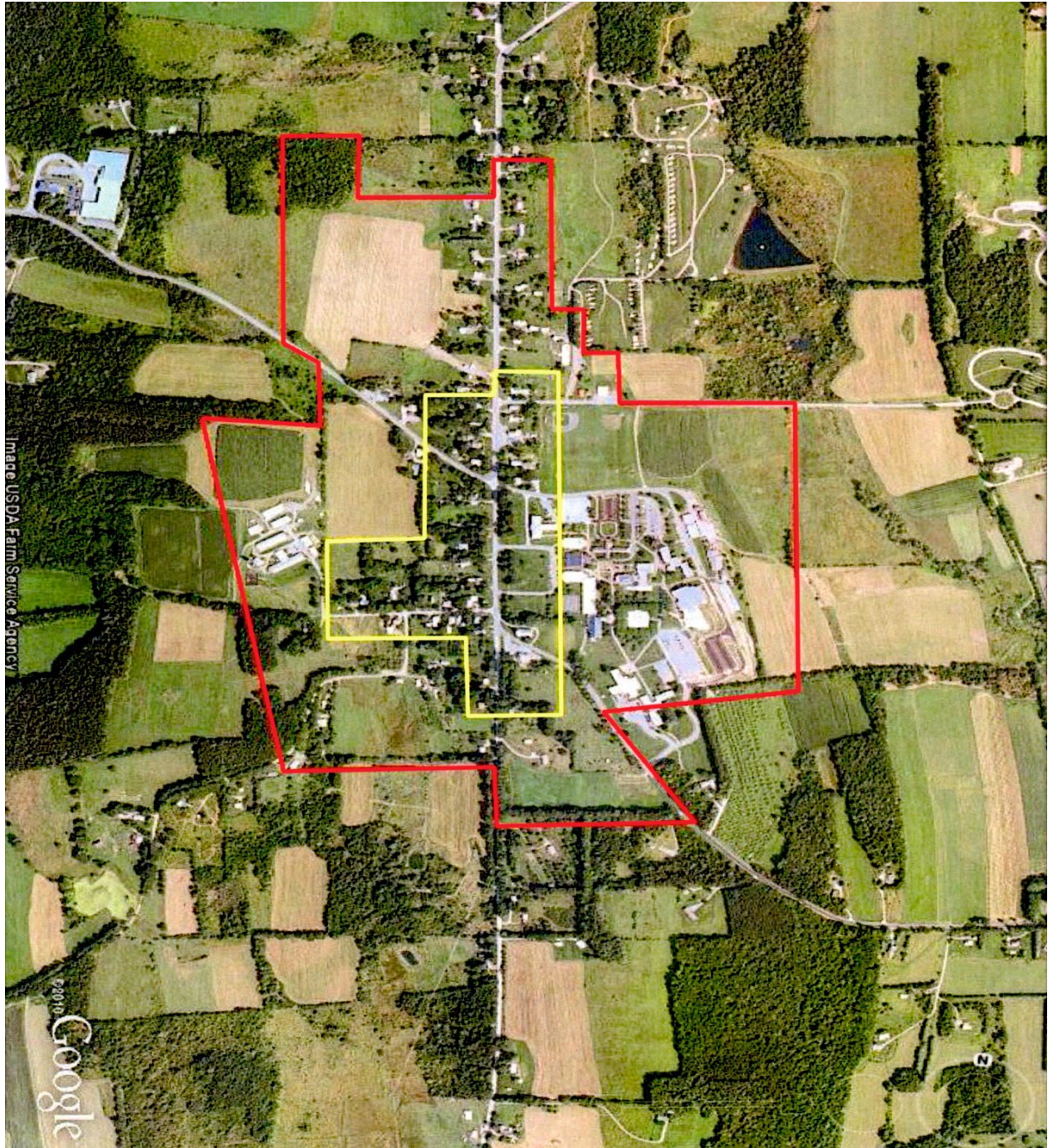
RANDOLPH FIRE DISTRICT #1 FEE SCHEDULE FOR LOCAL PERMITS AS OF MAY 21, 2014



Allocation Request	
Application Fee - <u>Existing</u> Connection	\$50
Application Fee - <u>New</u> Connection	\$100
Water Access Fee.....	\$2.65 per gpd
Water Usage Rate	
Minimum (up to 1,200 CF).....	\$78
Over 1,200 CF.....	\$6.50 per 100 CF
Water Allocation Fee	XXXXX
Determination of Need for Additional Water Allocations	\$25
Fire Protection Access Fee (annual fee for sprinkler systems with no meter).....	\$100
Service Calls and Inspection Charges.....	\$40/hr
Connection Fee.....	\$40
Hydrant permit fee.....	\$100

Randolph Fire District #1 - Water Ordinance

Appendix C

RANDOLPH FIRE DISTRICT NUMBER 1 BOUNDARY MAP



-  RFD1 Geographic Boundary
-  Randolph Center Historic District

Randolph Fire District #1 - Water Ordinance

Appendix D

CONSTRUCTION STANDARDS

(Construction standards have not yet been developed)

End of Appendices