

**SOUTHSIDE WATER AND SEWER DISTRICT
P.O. BOX D
SANDPOINT, IDAHO 83864
208-255-1041**

District Maintenance Supervisor (208) 683-6103
southsidewaterandsewer@swsdidaho.org

NEW, EXPANDED OR CHANGE IN
SERVICE
GUIDELINES

www.southsidewaterandsewer.org

Service Connection Agreement and Checklist for Installation of Sewer or Water Connections

1. All new, expanded or changed construction must have a current Bonner County Building Location Permit. Existing structures must meet current Bonner County Zoning Requirements and/or have a valid variance permit. Any water and/or sewer construction and connection must be covered by a current Plumbing Permit issued by the Idaho State Division of Building and Safety.
2. Southside Water and Sewer Authorization: Conditional will serve letters are required and are valid for a period of one year from the date of the signed letter or until a moratorium is declared, whichever comes first. The conditional will serve letter with agency signature approval provides confirmation of available service to the Bonner County Planning Department per BCRC Title 11-110(B) Agency Authorizations.
3. Water and/or sewer hookup fees must be paid prior to installation. If the property is in an LID area, LID assessments must be current.
4. All work must be completed in accordance with the Idaho State Division of Building Safety and the District's standard installation drawings and specifications. These are available from the maintenance supervisor 208-683-6103 or at the District office 208-255-1041
5. Call Before You Dig - 811 or 1-800-626-4950 Bonner/Boundary Utilities Coordinating Council (BBUCC) or Request a locate online at www.nid811.com
6. Installation in the County Road Right-of-Way requires a permit from the Bonner County Public Works Department 208-255-5681. Contact the District before contacting the County for information regarding the District Bond. Any damage to the County Road is to be repaired in compliance with Idaho Standard of Public Works and at the property owner's expense.
7. All construction that will become part of the District's system must be inspected by the District maintenance supervisor prior to being covered. If work is backfilled prior to inspection, the maintenance supervisor will require that the backfill be removed so the connections can be inspected. The maintenance supervisor must be given 48 hour prior notice for all connection inspections to the District's lines.
8. Landowners must guarantee for a period of one year, those portions of the system turned over to the District after installation. The property owner at his expense must repair any defects in materials and workmanship found during the guarantee period.
9. In the absence of specific District furnished specifications all work shall meet the requirements of the Idaho Standards for Public Works Construction.
10. Service charges will begin when connection is made to the District system unless otherwise agreed upon conditions exist between the landowner and the District.
11. The property owner is responsible for all service charges billed by the District for continuance of this service.

Name.....Phone#.....

Billing Address.....

Estimated Date of Completion.....

Signed..... Date..... RP#.....

NEW, EXPANDED OR CHANGE IN SERVICE – GUIDELINES

Any property owner wanting to connect to Southside Water and Sewer District's system or any present owner wishing to expand or change service beyond that previously approved, must first contact the Southside District's Board of Directors by calling the District office at 208-255-1041.

A State issued Plumbing Permit will be required for any water and/or sewer connect or change.

The District's Maintenance Supervisor and the State Plumbing Inspector will oversee and review all installations and connections of water and sewer lines during construction and before covering. A water or sewer line covered before inspection has occurred will result in the lines being uncovered at the owner's expense. The Maintenance Supervisor will take photographs of the connection to the District's system and will require the property owner and installer, if applicable, to sign the District's inspection form before agreeing to cover the connection.

All hookup fees are payable in advance and a signed service agreement is required before service will be granted.

1. Property owners of the District must meet the Districts' main water and sewer line at the property owner's expense. A current Idaho State Plumbing Permit is required.
2. All connections made to the District's line will be made at the property owner's expense. This includes all legal fees, easements, engineering, actual connection to the District line and all other expenses.
3. Any new line, including replacement lines, whether water or sewer, District or private, must have an insulated #12 braided, stranded tracer wire installed with the line for detection purposes.
4. Each individual residential building must be served by a separate engineered line and service.
5. All work must be completed in accordance with the District's standard installation drawings and specifications of the Idaho Standard for Public Work. District specifications are available from the maintenance supervisor or at the District office.
6. In the absence of specific District furnished specifications, all work must meet the requirements of the most current Idaho Standard for Public Works.
7. All costs are the responsibility of the property owner.

SEWER

1. A State issued Plumbing Permit is required for all extensions, expansions, or changes to the sewer system required to bring the sewer system to within 200' of the dwelling place (residence, housing tract, mobile home, motel, condominium, or any other dwelling), commercial activity or industrial outlet, shall be funded by the property owner. All extensions, expansion or changes to the sewer system intended for acceptance for ownership by the District, shall be designed and sealed by a licensed Professional Engineer and approved by the Board of Directors and submitted to the Idaho Department of Environmental Quality where required by Idaho Code for approval. Approval MUST be obtained before commencement of the project.
2. Single family dwellings requiring a holding tank/pump will be installed and maintained at the expense of the property owner.
3. Gravity Sewer Line Connection - New connections may require the use of a Husky type saddle and a 3M locator ring for buried infrastructure location.
4. Pressure Sewer Line Connection – New connections require a SCH-80 valve and a valve box when connecting to the district line in addition to a 3M locator ring for buried infrastructure location.
5. All sewer-pipe shall be, at minimum, Schedule 40 PVC for pressure installations or 4" ABS or ASTM 3034 SDR 35 PVC for gravity installations.
6. Where new connections involve the abandonment of an existing septic system, the septic tank must be pumped and either filled with sand, flow-fill or removed.

WATER

1. A State issued Plumbing Permit is required for all extensions, expansions, or changes to the water system. Pipe for water service must be the size approved by Idaho Code of no less than 1 inch.
2. The District requires the use of #250 psi HDPE service line from the District's main. ALL fittings and connectors MUST be brass or stainless steel. If curb-stop is required a water shut off box must be installed. Contact Maintenance Supervisor for instructions to proceed.
3. All new water hookups require a water meter, register & cellular endpoint. The meter components will be installed on the property owner's side of the shut off valve. The meter components will be provided by the District and billed to the customer. A riser yolk is required for the meter (height of yolk may vary depending on depth). Contact Maintenance Supervisor for instructions to proceed. Finished installation depth of the meter should be approximately 14" to 18". Maintenance Supervisor must be present for installation.
4. After the installation of the hook-up, the District assumes ownership of the line from the main up to and including the meter.

SOUTHSIDE WATER AND SEWER CONNECTION INSPECTION SHEET

DATE..... TIME..... INSPECTOR.....

ADDRESS OF PROPERTY TO BE CONNECTED.....
.....

RP#.....LEGAL DESCRIPTION.....

PROPERTY OWNER'S NAME.....

PROPERTY OWNER'S MAILING ADDRESS.....

PROPERTY OWNER'S PHONE.....

PLEASE CHECK ONE. SINGLE FAMILY.....MULTI FAMILY (EDUs).....ACCESSORY.....
PUBLIC.....COMMERCIAL.....INDUSTRIAL.....

WATER CONNECTION..... WATER CONNECTION FEE PAID..... \$..... DATE.....

NAME OF PLUMBER MAKING CONNECTION.....

PLUMBING PERMIT NUMBER.....

INSTALLER'S ADDRESS.....

INSTALLER'S PHONE NUMBER.....

SEWER CONNECTIONSEWER CONNECTION FEE PAID..... \$.....DATE.....

NAME OF PLUMBER MAKING CONNECTION.....

PLUMBING PERMIT NUMBER.....

INSTALLER'S ADDRESS.....

INSTALLER'S PHONE NUMBER.....

THE ABOVE REFERENCED PROPERTY HAS BEEN CONNECTED TO THE SOUTHSIDE WATER AND SEWER DISTRICT'S SYSTEM AND HAS BEEN INSPECTED AND APPROVED BY THE DISTRICT MAINTENANCE SUPERVISOR AND THE STATE PLUMBING INSPECTOR. ALL ADMINISTRATIVE, CONNECTION FEES AND LID ASSESSMENTS ARE CURRENT. SERVICE FEE AGREEMENT WILL BE IMPLEMENTED ON THE CONNECTION DATE.

DATE OF CONNECTION.....

DISTRICT SUPERVISOR.....

PLUMBING INPECTOR.....

APPENDIX A

(This supersedes all previous amendments of Appendix A to Ordinance 08-01)
All accounts are based on the Equivalent Residential Unit (ERU) schedule of Appendix B

Monthly Sewer Charge: Per ERU \$75.44

Sewer Expanded Use Charge: Based on permitted occupancy minus the ERU(s) billed on the account

- One Monthly Sewer Charge (ERU) for every four persons (or proportion) in excess of four persons (Base ERU) or number of ERU(s) billed on the account
- Example: (Permitted Occupancy ERU – ERU(s) on account) x Sewer Base Rate

Monthly Water Base Charge: Per ERU \$39.20 plus tiered rates as follows

- 10,000 gallons per month included in the Base Rate
- 11K-20K gal \$2.00 per 1,000 gal used
- 21K-30K gal \$7.00 per 1,000 gal used
- 31K+ gal \$12.00 per 1,000 gal used

Monthly Water Charge -Non User: \$4.00

Accessory Dwellings (ADU) Additional monthly charge for Water & Sewer

Special Users

Springy Point Recreational Area (USA Corp of Engineers) Sewer Only Per Month: \$686.50

Short Term Rental Administrative Fee: \$200 per year (July 1st – June 30th)

Commercial accounts in the District are charged based on the following formula and other criteria as determined by the board from Appendix B

Restaurants:	Sewer – Seats X .08	Water – Seats X .045
Lounge/Tavern:	Sewer – Seats X .033	Water – Seats X .0123

Continuous Charges: Once a unit goes on line for sewer and/or water monthly charges will apply regardless of occupancy. Monthly sewer charges may be discontinued only after the dwelling/building has been removed. Monthly water charges will continue to apply until the meter has been removed after which a non user charge will apply.

Disconnect Charge: A charge of \$35.00 will apply to a disconnection or a reconnection of service. A one-time charge of \$40.00 will apply to customers requesting water service to be turned off and on for their convenience.

Delinquent Payment Penalties: Payments more than 30 days past due are delinquent and will incur a late charge of \$20.00, and \$20.00 for each month thereafter.

Transfer Fee: A \$100 fee will be included in the assessment when a Title Company or Customer requests a statement of account preparatory to a closing statement for a sale of real property.

Inspection Fees:

- Existing Sewer Inspection Fee: \$200.00 per occurrence
- New Construction Inspection fee: Time & Materials

Hook-up Charges:

Water Connection:

Meter Connection Size	Flow (gpm) ¹	EDUs	Cost per Connection (based on meter size and # EDUs)
1"	50	1.0	\$5,000
1.5"	100	2.0	\$10,000
2"	160	3.2	\$16,000
3"	350	7.0	\$35,000
4"	500	10.0	\$50,000

Water Meter Equipment Charge

Costs for meter equipment provided by the District will be billed to the homeowner separate from the Connection Fee and are due prior to installation.

Sewer Connection Admin/Inspection Fee: \$500 Connection per ERU

Connection charge for sewer is due and payable upon the district's authorization as required for a Bonner County Building Location Application Permit within the District.

Sewer Connection Equity Buy-in for Hookup: \$17,000.00 per ERU

A \$6,000 CREDIT will be given to the properties participating in the 1995 LID No. 1.

Upon proof of purchase a credit will be given to any non LID participating property for a 'hook-up' that was purchased prior to the LID.

Accessory Dwellings (ADU)

Water hookup connection fee: 1 ERU \$5,000

Sewer hookup connection buy-in fee: 1 ERU \$17,000

Sewer Connection Admin/Inspection: \$500 Connection per ERU

Guesthouse. No hookup fees for water and sewer. No monthly charges for water and sewer.