

CHAPTER 6

SEWER SYSTEM POLICIES

6.1 INTRODUCTION

This chapter presents policies related to provision of sewer service and operation and maintenance of the sewer system. The District's sewer service area includes areas within the jurisdictions of the City of Sammamish, the City of Issaquah, and King County. Policies may vary depending on jurisdiction, and these variations will be noted under the specific policy discussion.

The policies contained in the following are subject to periodic Board review and may be revised by future Board action and resolution. The Board retains the right to add, remove, or modify policies at any time, without undertaking a Comprehensive Plan revision. Any change in policies will be reflected in any subsequent updates to the Comprehensive Plan.

The following is a list of the topics for which District policies have been presented in this chapter.

- 6.2 Wastewater Disposal
- 6.3 Sewer System Standards and Design Criteria
- 6.4 Mainline Extension Methods
- 6.5 New Sewer Infrastructure - Level of District Support
- 6.6 Property Acquisition
- 6.7 Land Use Jurisdiction Sewer Connection Requirements
- 6.8 Financial Philosophy
- 6.9 Connection Charges
- 6.10 Sewer Basin Local Facilities - Cost Recovery
- 6.11 Service Billing Initiation
- 6.12 Service Charges
- 6.13 Customer Responsibilities
- 6.14 Individual Septic System Support

6.2 WASTEWATER DISPOSAL

6.2.1 WASTEWATER TREATMENT AGENCY

The District started provision of sewer service in the 1970s as a collection agency, with wastewater then transferred to the King County transmission and treatment system. The initial Agreement with the King County Metropolitan Sewer System (“METRO”) was signed in 1973. This initial agreement was amended in 1987 and 1989, and is currently in effect until July 1, 2036. The METRO Agreements and adoption resolutions are provided in Appendix B. Under the terms of the current METRO Agreements, the District is required to deliver sewage collected to the King County system.

6.2.1.1 Policies Regarding King County Department of Natural Resources (KCDNR) – Treatment Agency

6.2.1.1.1 *The District will utilize the KCDNR system as the primary contractor and recipient of sewage collected by the District, and assign all associated costs within customer rates.*

6.2.2 KING COUNTY WASTEWATER CONVEYANCE

The 1956-1958 *Metropolitan Seattle Sewerage and Drainage Survey* (“1956-1958 Report”) first identified the split of the District’s service area to two service areas as portions of North Lake Sammamish and South Lake Sammamish. This service area split has been included in the District’s comprehensive planning since the 1970s. The recent upgrade to the interceptors draining the southern portion of the District continued assumption of the eventual north/south split, and were designed to ultimately drain only the southern portion of the District.

Service areas identified to eventually flow to the north, have been directed south on an interim basis using lift stations. The lift station capacities were designed to handle flows only until the anticipated flow split occurred.

The 1956-1958 Report, and subsequent METRO and King County planning documents identified a waterfront trunk sewer improvement for eventual installation, similar to that now identified in this plan as the North Diversion project. The North Diversion would carry flows from the northern portion of the District to the King County system. If the North Diversion project is not completed before the current interim facilities reach capacity, additional interim improvements would be required to move sewage flows from the northern portion of the District to the southern King County system.

6.2.2.1 Policies Regarding King County Department of Natural Resources (KCDNR) – Conveyance Facilities

- 6.2.2.1.1 *The District expects KCDNR to meet their obligations to serve in accordance with their plans and construct the North Diversion project.*
- 6.2.2.1.2 *The District is not inclined to invest additional funds to get capacity in an interim sewer, if the interim costs equal the north diversion costs.*

6.2.3 COMMUNITY DRAINFIELDS

Community Drainfields are on-site sewage systems that serve two or more single-family dwellings or commercial facilities under separate ownership or on separate lots. Both the King County Health Department and Washington State Department of Health require a community drainfield to be managed by a public entity.

6.2.3.1 Policies Regarding Community Drainfields

- 6.2.3.1.1 *The District will operate and maintain community drainfields developed in the District.*
- 6.2.3.1.2 *All costs associated with development and installation of the community drainfields will be paid by the owner and/or developer of the properties to be provided service by the community drainfield.*
- 6.2.3.1.3 *All costs associated with operation and maintenance of the community drainfield will be paid by the owners of the properties provided service by the community drainfield.*
- 6.2.3.1.4 *For those properties located within the Urban Growth Boundary, use of the community drainfield system will be considered interim service, and the properties will be required to connect to sewer when the sanitary sewer is extended to the area. Costs associated with the sanitary sewer service provision will be paid for in accordance with standard District policy regarding connection charges.*
- 6.2.3.1.5 *For those properties located in the Rural Area, the service cost for operation and maintenance shall include a component for perpetual repair and eventual replacement of the community drainfield system.*

6.2.4 ADJACENT PURVEYOR SERVICE

The District boundary within the Urban Growth area abuts two other entities that provide sewer service: the City of Issaquah and Northeast Sammamish Sewer and Water District. There are situations where a property is inside of one agency's service area, as defined through previous agreements and Comprehensive Sewer

Plans, but provision of service is proposed to be provided by the adjacent purveyor.

Service may be proposed for provision by the adjacent purveyor due to the proximity of the other agency's existing sewer facilities. The service may be proposed as an interim solution until the primary agency has sewer facilities in place that are able to provide direct service. If the adjacent agency can provide service with gravity flow, the service may be proposed as a permanent solution.

6.2.4.1 Policies Regarding Adjacent Purveyor Service

6.2.4.1.1 Provision of District service to properties located outside of the District's proposed sewer service area will be considered on a case-by-case basis.

- a. An agreement will be required for each situation to identify connection requirements, connection charges and sewer service charges.
- b. Properties receiving District service located outside of the District's proposed service area will be subject to all District connection and service charges.
- c. If District provision of sewer service outside of the District's proposed sewer service area is to be permanent, annexation of the area into the District's sewer service area, and modification of the sewer service boundary, will be required.

6.2.4.1.2 Provision of permanent sewer service by an adjacent purveyor to properties located within the District's proposed sewer service area will be considered on a case-by-case basis.

- a. Annexation of the area into the adjacent purveyor's service area and modification of the sewer service boundary will be required.

6.3 SEWER SYSTEM STANDARDS AND DESIGN CRITERIA

The District's design criteria encompass the overall layout of the sewer system as well as the design of individual segments and the construction materials and physical techniques used to install the system.

The District has developed a Conceptual Sewer Plan, an overall sewer plan that envisions how sewer service could be provided to all urban areas within the District's existing and future sewer service area. The layout considers access, sensitive areas, and topography, and forms the basis for requirements to be

incorporated into sewer system project designs. The Conceptual Sewer Plan may be updated and revised periodically as sewer installations occur and other constraints or opportunities for sewer corridors are identified, and these changes do not require an amendment or revision to the Sewer Comprehensive Plan.

6.3.1 WASTEWATER DESIGN CRITERIA

Gravity sewer systems are generally the most efficient and least costly sewer systems to operate and maintain, and form the basis of the Conceptual Sewer Plan within topographical and environmental constraints.

When sewer service is required for an area before the proposed downstream facilities are available, and it is not reasonable to install all of the downstream facilities at that time, the District may consider the use of interim or temporary sewer facilities on a case by case basis. Temporary facilities are to be in use for less than 3 years, and then have service provided by permanent facilities. Interim facilities are anticipated to be in use in excess of 3 years, and are designed and built to permanent system standards. In both interim and temporary system design, the method and ease of eventual abandonment shall be considered during design.

Waivers to any of the design criteria listed above may be requested, but modifications to the District standards are strongly discouraged. The District General Manager will be the final arbiter of waiver requests.

All sewer installations must adhere to the District's standard design criteria, as such criteria are noted below and in the referenced Technical Specifications and Side Sewer Regulations included in Appendix E. Waivers to design criteria may be requested through the General Manager, but modifications are strongly discouraged.

6.3.1.1 Policies Regarding Mainline Sewer

- 6.3.1.1.1 *The Conceptual Sewer Plan will form the basis for sewer designs.*
- 6.3.1.1.2 *Gravity sewers shall be used to the greatest extent possible due to the initial and ongoing cost of service using lift stations.*
- 6.3.1.1.3 *Gravity collection to sewer lift stations are preferred to low-pressure collection systems when providing immediate or potential future service to at least 25 gravity customers.*

6.3.1.2 Policies Regarding Side Sewers

- 6.3.1.2.1 *Gravity side sewers are the preferred method of connection to the sewer system.*
- 6.3.1.2.2 *Grinder pumps may be used for single-family side sewer connections, and shall use the District standard grinder pump system with associated grinder pump maintenance agreement.*
- 6.3.1.2.3 *Multiple structures on one single-family property may use a joint side sewer.*
- 6.3.1.2.4 *Non-single-family structures must have individual side sewers.*
- 6.3.1.2.5 *Side sewers shall not cross other properties to reach the sewer main.*
- 6.3.1.2.6 *Side sewers shall be owned by customer until the side sewer is in public right-of-way or equivalent private right-of-way (private road).*
- 6.3.1.2.7 *The District does not accept septic tank effluent discharge to the sewer system. Septic tank effluent is highly corrosive due to the biological processes that occur within a septic tank, and the District's sewer system has not been constructed of materials that can accommodate corrosive discharges without significant long-term degradation of the sewer system. In addition, existing building discharge lines and septic tanks may introduce infiltration/inflow (I/I) into the District's sewer system from roof or footing drains or from groundwater entering the pipes or septic tank through leaking joints. Methods for testing the discharge lines and septic tanks for leaks are not included as part of District standards at this time. If the District determines it is acceptable to allow septic tank effluent into the District's collection system, the District will develop standards considering the effects of effluent on the existing system including, but not limited to, corrosiveness and the potential for infiltration and inflow associated with existing septic system components.*
- 6.3.1.2.8 *Discharge of storm water to the sewer system is prohibited unless specifically approved by King County DNR.*

6.3.1.3 Policies Regarding Sewer Access

- 6.3.1.3.1 *To facilitate access for maintenance, sewers shall be in roadways or tracts whenever possible. Easements crossing single-family properties may be considered when there are no reasonable alternatives, or practical difficulties or particular hardship associated with location in a roadway or tract. In all cases, access roads and turnarounds shall be provided.*
 - a. *Easements crossing single-family properties shall be maintained by the property owners.*
 - b. *Easements crossing utility tracts created specifically for District facilities shall be maintained by the District.*
 - c. *Easements should be enlarged to extend to property edges so that no slivers of land along property lines remain that could be used to block access to the sewer from adjacent properties.*

6.3.1.3.2 Easements shall include limitations on obstructions to District access for operation and maintenance of facilities unless there is express written approval by the District. In all cases, with or without written approval allowing a variance to the standard easement limitations, the property owner will be responsible for the cost of removal and replacement of any obstructions in the easement and restoration associated with removal of obstructions. Obstructions include, but are not limited to:

- a. Structures
- b. Fences
- c. Rockeries
- d. Trees
- e. Bushes or Shrubbery
- f. Other Obstructions

6.3.1.4 Policies Regarding Lift Stations

6.3.1.4.1 District endeavors to design new lift stations that are consistent with existing lift station components for efficiency of operation and maintenance.

6.3.1.4.2 The lift station service area magnitude will determine certain design criteria for Mini, Neighborhood and Regional lift stations, including the type of structures required on site, whether a generator is to be permanently located on site, and whether odor control facilities are anticipated to be included. Table 6-1 provides a summary of the District’s sewer lift station types.

TABLE 6-1

District Sewer Lift Station Type and Summary

Lift Station Type	Mini	Neighborhood	Regional
Size	≤ 100 ERUs	> 100 ERUs	Serves Multiple Sewer Basins
Building Required	No	Maybe, based on location and aesthetic considerations	Yes
Control Panel Housing	Kiosk	Kiosk, unless building required	In Building
Generator	< 50 ERUs Portable ≥ 50 ERUS On-site	On-site	On-site
Odor Control*	No	No	Yes

*Odor Control facilities may be added to any lift station, as conditions dictate.

6.3.1.5 Policies Regarding Interim and Temporary Facilities

- 6.3.1.5.1 *Interim or temporary sewer facilities will be considered on a case-by-case basis.*
- 6.3.1.5.2 *Temporary facilities are generally anticipated to be in service for less than 3 years.*
- 6.3.1.5.3 *Interim facilities are built to permanent sewer facility standards, and are anticipated to be in service for more than 3 years.*

6.3.1.6 Policies Regarding Construction Materials and Techniques

- 6.3.1.6.1 *Construction materials and techniques for sewer facilities are contained in the District's Technical Specifications and Side Sewer Standards.*
- 6.3.1.6.2 *Water collected from construction sites associated with construction activities and stormwater shall not be discharged to the sewer system, except where approved by the District and in compliance with the terms of a King County Industrial Waste Discharge permit, and only in limited circumstances when discharged upstream of a lift station.*

6.3.2 GRINDER PUMPS

In certain circumstances single-family residential sewer customers must use an individual District standard grinder pump system to connect to the sewer collection system. The District's policy to own, operate and maintain the grinder pumps used by new single-family customers follows the Washington State Department of Ecology guidelines.

The District's Grinder Pump Program for single-family residential customers includes maintenance of the grinder pump systems. The Grinder Pump Program is intended to be self-sustaining and self-funded, with a Grinder Pump Charge included in the sewer bill in addition to the standard single-family District sewer rate.

6.3.2.1 Policies Regarding District Operation & Maintenance of Grinder Pumps

- 6.3.2.1.1 *All new single-family customers connecting to the District's collection system with a pump are required to:*
 - a. Be included as a Grinder Pump customer
 - b. Use a District standard Grinder Pump System
 - c. Execute a District Grinder Pump Maintenance Agreement

6.3.2.1.2 *Installation of all or a portion of a new Grinder Pump System meeting current District standards may be required for existing grinder pump customers at the customer's expense when:*

- a. Relocation of the existing grinder pump system is required due to remodel or renovations on the customer's property.
- b. The customer has suspended use of the grinder pump system due to remodel or renovations on the customer's property, during which time the District has replaced the grinder pump.

6.3.2.1.3 *Non-single-family customers are prohibited from being part of the Grinder Pump program.*

6.3.2.1.4 *Pumps that are located within the single-family customer's house and plumbing system, and where the subsequent side sewer connection to the District's sewer system is to a gravity sewer main, are considered private and part of the private plumbing.*

6.3.2.2 Policies Regarding Private Grinder Pump Conversion

6.3.2.2.1 *Conversion of existing single-family customers (at the customer's expense) with private grinder pump systems to the District grinder pump program will be required when:*

- a. Reconstruction of the private grinder pump system is required.
- b. The District determines infiltration or inflow is entering the sewer system through the private grinder pump system.

6.3.2.2.2 *Conversion of private grinder pump systems to the District grinder pump system requires:*

- a. Installation of a District standard grinder pump system.
- b. Execution of a Grinder Pump Maintenance Agreement.

6.3.3 FATS, OILS AND GREASE (FOG)

The King County Industrial Waste Local Discharge Limits Public Rule (PUT 8-13), Section 6.1.6 specifies the limits of fats, oils, and grease (FOG) that can be discharged into the sewer system. The rule requires that dischargers, such as the District, of wastewater into the King County sewer system are responsible for ensuring that their wastewater meets the requirements of K.C.C. 28.84.060 and the local discharge limits contained in this Public Rule. The Uniform Plumbing Code

(UPC) may also influence the facilities required to control FOG limits. The UPC is enforced under the jurisdiction of the land use agencies.

The District has implemented a FOG Program to aid in the prevention of sanitary sewer blockages and obstructions from contributions and accumulation of animal or vegetable derived fats, oils, and grease, which are discharged to the sanitary sewer system from industrial or commercial establishments, particularly food preparation and serving facilities.

6.3.3.1 Policies Regarding Grease Interceptor Requirements

6.3.3.1.1 All new food processing, food service or food sale establishments (FSEs) shall install a grease interceptor meeting District FOG Program requirements.

- a. The grease interceptors will be privately owned
- b. The grease interceptors will be privately maintained.
- c. Maintenance records will be provided to the District.

6.3.3.1.2 Existing FSEs that have a FOG system in place that is operating, but does not include a grease interceptor meeting District FOG Program requirements:

- a. Shall be permitted to develop and implement BMPs to control the FOG discharge and continue to use existing grease interceptors or grease traps that are in effective operation condition, and must provide maintenance records to the District upon request.
- b. Except, if the District finds the FSE has not implemented BMPs, and is discharging FOG that causes the District to undertake FOG-related grease cleaning activities, or causes a sanitary sewer overflow, the FSE shall be required, within 6 months of notification, to install a grease interceptor meeting District FOG Program requirements.

6.3.3.1.3 Existing FSEs undergoing an expansion or renovation, and that do not have an existing grease interceptor meeting District FOG Program requirements, are required to install a grease interceptor that meets District FOG Program requirements, or comply with the UPC subject to District approval.

6.3.3.1.4 Existing FSEs undergoing an expansion or renovation, and that have an existing grease interceptor meeting District FOG Program requirements are required to continue to meet District FOG Program requirements by either:

- a. Revising their internal plumbing, including District review of proposed plumbing modifications and grease interceptor load.

- b. Installing a new or additional grease interceptor.

6.3.3.1.5 *Multiple FSEs may connect to a single grease interceptor, as long as the grease interceptor is sized per the UPC for the total load from all connected FSEs, and provide an executed agreement between the FSEs identifying the party responsible for maintenance of the joint grease interceptor.*

6.3.3.1.6 *Waivers to the FOG Program may be considered for FSEs that perform no cooking onsite and do not and will not have a commercial-grade dishwasher.*

6.3.3.2 Policies Regarding Oil/Water Separator Requirements

6.3.3.2.1 *Oil/Water Separators are required for facilities where gasoline and oil may contaminate storm water*

- a. Discharge from the Oil/Water Separator from covered facilities may connect to the District's sewer system through an individual side sewer connection.
- b. Open-air facilities are prohibited from connecting to the District's sewer system.

6.3.3.2.2 *Maintenance records for Oil/Water separators shall be provided to the District.*

6.3.4 SEWER CORRIDOR

In certain areas, the District installs sewers on private properties in lieu of public right-of-ways because of topographic constraints or other obstructions. In these cases, easements should be obtained from the private property owners that provide the District with access for maintenance, operation, repair, or replacement. The easement conditions do not provide access for other uses, to other parties, or to the general public. The easements are not exclusive, and the underlying property owner may want to utilize or allow others to utilize the corridor for a secondary use, such as a trail. The District does not oppose concurrent uses that are compatible with District use.

6.3.4.1 Policies Regarding Sewer Corridor

6.3.4.1.1 *Concurrent use of sewer corridors will be allowed as long as the use does not conflict with District operations and maintenance, the concurrent use has permission of the underlying property owner and agreements are in place to clarify responsibilities of all parties with the right to use the corridor.*

6.4 MAINLINE EXTENSION METHODS

This section addresses methods for construction of sewer mains and associated facilities. Methods include Developer Extension Agreements (DEA), Utility Local Improvement District (ULID), Capital Improvement Projects (CIP), and the Neighborhood Sewer Program (NSP). The method selected for constructing mainline extensions is directly related to how the money is collected that pays for the sewer facility installation.

The District’s policy on mainline extension methods provides clarification when each of the methods may be utilized and the conditions that apply to each method. The policies are designed to facilitate implementation of each of the methods where their application is appropriate. These methods are discussed further in the following sections. A table with comparisons of the four methods follows the individual method discussion.

6.4.1 DEVELOPER EXTENSION AGREEMENTS

The DEA process provides a method to private parties to obtain sewer service, or to extend sewers into a developing property. DEAs are a standard agreement/contract between the District and private party (developer). The developer provides the funding for the project.

DEA projects typically install the permanent sewer facility, but may also include temporary, interim and/or dry sewers. A DEA may also be a combination of all of the types of facilities, such as installing a permanent dry gravity collection sewer for future use, and also an interim low pressure collection system for immediate use.

6.4.1.1 Policies Regarding Developer Extension Agreements

6.4.1.1.1 *Provide a method for private parties to extend sewer service to areas where it is required or desired and not currently available, or for ease in provision of future sewer service for urban properties using interim septic systems.*

6.4.1.1.2 *District sets the scope of the facilities to be installed.*

- a. Installation of dry sewers may be required for properties in the urban area proposing to subdivide using interim septic systems.

6.4.1.1.3 *Design must consider future extensions from the facility being installed.*

6.4.1.1.4 *Properties developing with a DEA must connect to the sewer system upon completion of the system or construction of new structures, whichever occurs first.*

6.4.1.1.5 *Financial Considerations.*

- a. Initial installation paid for by the private party/ developer.
- b. Participation Agreements with the District will be considered when a District General Facility not used for local sewer collection or lift station, such as a sewer interceptor, is installed through a DEA.
- c. Reimbursement Agreements are allowed when the installed facility provides.
 - Direct service to other properties.
 - Service to an upstream basin by installing:
 - Lift Station.
 - Sewers greater than 25-feet deep, when the depth was not required the developing property.
 - Sewers larger than standard collection sewers (normally 8-inch-diameter sewer at a slope greater than 0.4 percent) due to a large service basin.
 - If a Reimbursement Agreement is possible, but not pursued, properties obtaining service from the facility will pay a LFC to the District, based on the District adopted LFC.
 - The term of the Reimbursement Agreement is 15 years. After a Reimbursement Agreement has expired, properties obtaining service from the facility pay a LFC to the District, based on a District adopted LFC.

6.4.2 UTILITY LOCAL IMPROVEMENT DISTRICTS

A ULID project can be used when multiple property owners in a neighborhood request sewer service. The “neighborhood” may include just a few lots or several hundred properties, and may include developed and/or vacant properties. The owners of properties in a ULID share the cost of the facility installation and have the ability to pay the facility cost off over time.

ULIDs almost always involve the installation of permanent facilities, although they may include interim facilities as well. The District provides the initial funding

for the ULID project, with the costs recouped over time as the assessments against the properties are paid.

6.4.2.1 Policies Regarding Utility Local Improvement Districts

6.4.2.1.1 *Provide a method for multiple property owners to share the cost of extending sewer service to areas where it is required or desired.*

6.4.2.1.2 *District sets the boundary of the area to be included in a potential ULID considering:*

- a. Properties indicating an interest in sewer extension.
- b. Properties indicating the desire to not be included.
- c. Ability to achieve the petition level required.
- d. Rational and practical facility limits.

6.4.2.1.3 *Properties included in a ULID are only required to connect to the sewer system as normally required by the Sewer Connection Policy.*

6.4.2.1.4 *Properties in the ULID Boundary will be assessed and can utilize time payment, with interest, normally over 15 years.*

6.4.2.1.5 *ULID by the petition method is preferred:*

- a. Require petition of at least 60 percent of the area within a proposed ULID boundary.
- b. Board of Commissioner retains the discretion to determine whether to proceed with a proposed ULID.

6.4.2.1.6 *ULID by the Resolution method, as described in RCW 57.16.060, may be used for convenience of administration on a case-by-case basis.*

6.4.3 NEIGHBORHOOD SEWER PROGRAM

The NSP was developed by the District as an alternative to a ULID, targeted at areas where there is significant interest in new connections for sewer service, but not enough to support a ULID. As with a ULID, a “neighborhood” may include just a few lots or cover a larger area, and may include developed or vacant properties.

NSPs almost always involve the installation of permanent facilities, although they may include interim facilities as well. The District provides the initial funding for the NSP project, with at least 50 percent of the costs being recouped within 60 days of project completion. The remainder of the project cost may be recovered over time as non-participating properties connect to the sewer system.

6.4.3.1 Policies Regarding Neighborhood Sewer Program

6.4.3.1.1 *Provide a method for multiple property owners to share the cost of extending sewer service to areas where it is required or desired with the District.*

6.4.3.1.2 *District sets the boundary of the area to be included in a potential NSP considering:*

- a. Properties whose owners indicate an interest in sewer extension.
- b. Properties whose owners indicate the desire to not be included.
- c. Ability to achieve the Commitment Agreement level required.
- d. Rational and practical facility limits.

6.4.3.1.3 *Establishment of a NSP project requires:*

- a. Require Commitment Agreements from at least 50 percent of the:
 - Area within a proposed NSP boundary; and
 - Cost share of the proposed NSP.
- b. Board of Commissioners retains the discretion to determine whether to proceed with a proposed NSP.

6.4.3.1.4 *Properties participating in a NSP through a Commitment Agreement are required within 60 days of notification that the sewer is available for service to:*

- a. Pay their share of the NSP in a lump sum.
- b. Connect any existing structures on the property to the sewer system.

6.4.3.1.5 *Properties in an NSP boundary, but not participating, are:*

- a. Only required to connect to the sewer system as normally required by the Sewer Connection Policy.
- b. Pay their share of the NSP plus interest, in a lump sum upon connection to the system.

6.4.4 CAPITAL IMPROVEMENT PROJECTS

The District may determine to install a sewer facility as a CIP, regardless of interest or need from the area that can receive direct service from the sewer facility. The impetus for a District CIP may be based on a specific service or capacity need,

operational or maintenance efficiencies or associated with some other project that provides efficiency of installation, such as a road improvement project. Projects that have a regional basis are frequently installed as District CIPs. District CIPs may also be smaller projects. District CIPs also include repair and rehabilitation of existing facilities.

CIPs are funded by the District. Depending on the project type, the CIP may be funded through connection charge funds (Local Facility Fund or General Facility Fund) or funded by rates.

6.4.4.1 Policies Regarding Capital Improvement Projects

6.4.4.1.1 Provides a method for the District to install facilities.

6.4.4.1.2 The owners of properties connecting to a District CIP are:

- a. Only required to connect to the sewer system as normally required by the Sewer Connection Policy
- b. Pay their LFC in a lump sum upon connection to the system

Table 6-2 provides a comparison of the District's various facility installation methods, that include developer extension agreements, utility local improvement districts, neighborhood sewer programs, and capital improvement projects.

TABLE 6-2

District Facility Installation Method Comparison

Facility Installation Method Comparison	Developer Extension Agreement	Utility Local Improvement District	Neighborhood Sewer Program	Capital Improvement Project
Project Support	Developer Initiates	\geq 60% of project area sign Petition <ul style="list-style-type: none"> Based on property area 	>50% of project area sign Commitment Agreement <ul style="list-style-type: none"> Based on property area Based on cost share 	District Initiates
Cost Comparison%	Least Expensive	Most Expensive Estimated 30% > DEA	More than DEA Less than ULID Estimated 25% > DEA	More than DEA Estimated 20% > DEA
Connection Requirement				
<ul style="list-style-type: none"> Supporter 	Required	Not Required*	Required	Not Required*
<ul style="list-style-type: none"> Other Properties 	Not Required*	Not Required*	Not Required*	Not Required*
Funding Source				
<ul style="list-style-type: none"> Initial 	Developer pays actual Project Cost	District pays the capital cost for the sewer design and installation	District pays the capital cost for the sewer design and installation	District pays the capital cost for the sewer design and installation
<ul style="list-style-type: none"> Cost Recovery 	Reimbursement Agreement based on Actual Cost #	Assessment, collected over a period of up to 15 years	>50% recovered upon project completion Remainder as properties connect to the system.	As properties connect to the system.
LFC Basis				
<ul style="list-style-type: none"> Supporter 	Actual Project Cost	Actual Project Cost	Actual Project Cost	NA
<ul style="list-style-type: none"> Other Properties 	Reimbursement Agreement#	Actual Project Cost	Actual Project Cost	Standard Local Facility Charge
LFC Payment Form				
<ul style="list-style-type: none"> Supporter 	Pays all costs associated with sewer design and installation at the time of their sewer project	Annual payments over up to 15 years	Lump Sum Within 60 Days	NA
<ul style="list-style-type: none"> Other Properties 	Lump Sum upon connection	Annual payments for 15 years If assessment deferred, Lump Sum upon connection	Lump Sum upon connection	Lump Sum upon connection

% Cost Comparison is general, based on public process, public bidding and prevailing wage payment requirements.

* Connection is not required, except when there is a separate agreement or circumstance that would otherwise require connection.

Reimbursement Agreement LFC is paid to developer for 15 years. After 15 years the LFC is paid to the District.

6.5 NEW SEWER INFRASTRUCTURE – LEVEL OF DISTRICT SUPPORT

Four levels of support were considered to provide guidance for the District.

Allow = Provide information required for sewer, when requested.

Facilitate = Provide information and support activities necessary for sewer to occur.

Encourage = Provide programs and support with opportunities and requests for sewer extensions

Pursue = Look for opportunities and initiate activities to promote sewer connections.

It is recognized that strong District support is more important for backfill customers (transition from septic to sewer) than for new customers in infill/growth areas. Generational equity decreases as District-supported sewer installation increases, shifting costs to current sewer customers and away from future connections.

The level of support determined to be appropriate at this time is to facilitate sewer extensions and connections.

The following is a Guideline rather than a strict policy statement, to guide District staff while not being so rigid as to miss opportunities and new tools.

6.5.1.1 Policies Regarding District Support to Facilitate Extensions and Connections

6.5.1.1.1 *DEA-based extensions continue, with District facilitation of easement acquisition.*

6.5.1.1.2 *Require dry sewer installation (when feasible) for developments using septic systems*

6.5.1.1.3 *Assist ULID requests by providing direction and data, but not leading the effort.*

6.5.1.1.4 *Keep the Neighborhood Sewer Program available for situations where either DEA or ULID does not succeed.*

6.5.1.1.5 *CIP Projects focus on system capacity, operation & maintenance improvements, or interagency project efficiency (if funds available).*

- 6.5.1.1.6 *Provide notice to land use agency when it appears that a proposed septic use should be connected to the sewer system.*
- 6.5.1.1.7 *Obtain Future Sewer Agreements and Easements for Future Sewer Extensions from septic users.*

6.6 PROPERTY ACQUISITION

The installation of new facilities that are not located in public right-of-way requires acquisition of easements or outright property ownership. The District may acquire property or easements, as identified through the conceptual sewer system layout, prior to the need to install the facility.

Acquisition of property or easements in advance of the sewer construction can facilitate the future sewer installation, reduce the cost associated with the future installation, and keep essential gravity sewer corridors from being blocked. The timing of easement and/or property acquisition should consider: options available for a facility location, importance of the facility, and the opportunity for acquisition due to other activities with the property, such as development.

6.6.1.1 Policies Regarding Lift Station Sites and Easements

6.6.1.1.1 *Obtain property or easements for existing, new or future sewer facilities when:*

- a. Property develops.
- b. Upon provision of water and/or sewer service.

6.6.1.1.2 *Identify specific locations for future sewer facilities where a:*

- a. Lift station requirement has been identified.
- b. Facility has limited potential locations (critical locations).

6.6.1.1.3 *Consider acquisition of property or easements for future lift stations and/or critical sewer facilities when:*

- a. A site becomes available due to proposed property sale.
- b. Funds necessary for acquisition are available.
- c. Acquisition of the site will facilitate future installation of the project.

6.7 LAND USE JURISDICTION SEWER CONNECTION REQUIREMENTS

The rules and regulations covering connection of property to the sanitary sewer system are provided through the land use jurisdiction’s comprehensive plans and municipal codes. Jurisdictions within the Sammamish Plateau Water and Sewer District include the City of Sammamish, the City of Issaquah, and King County. All of these jurisdictions utilize the King County Health Department for implementation of their septic system regulations under the Code of the King County Board of Health.

The District will also follow King County regulations limiting public sewer expansions in the Rural Area and on Natural Resource Lands except where needed to address specific health and safety problems threatening the existing uses of structures, or the needs of public schools or public school facilities. These uses will be permitted only by “tightline” and only after a finding is made by King County that no reasonable alternative technologies are technologically or economically feasible. The District will utilize signed agreements, that any sewer service permitted under these situations is designed only to serve the designated facilities. Public sewers that are allowed in the Rural Area or on Natural Resource Lands pursuant to this policy shall not be used to convert Rural Area land or Natural Resource Lands to urban uses and densities, or to expand permitted non-residential uses.

In general, sewer hookup requirements are enforced through the subdivision approval and building permit processes. Land use jurisdiction policies vary depending on whether the structure is existing or new, the design and condition of an existing OSS, and the distance to existing sewer mains.

6.7.1.1 Policies Regarding Land Use Agencies Sewer Connection Jurisdiction

6.7.1.1.1 *The District does not issue development or building permits, and will support and cooperate with the rules and policies of the jurisdiction in which the project is located.*

6.7.1.1.2 *When an urban property is subdividing or developing using septic systems, the District may require installation of dry sewers with the project to facilitate future connection to sewers in compliance with land use jurisdiction policies. Dry sewers will be required when the location and design of the sewer can be readily ascertained, without the possibility of constraining the future design of up or downstream sewer facilities. (See Mainline Extension Methods policy.) Table 6-3 describes the current land use jurisdiction requirements with respect to service connection requirements.*

TABLE 6-3
Requirements for Connection to Sewer

Jurisdiction Situation	Unincorporated King County Urban Area	City of Issaquah	City of Sammamish
New Development			
Plats	Connect to Sewer	Connect to Sewer	Connect to Sewer if < 200 ft Interim OSS if > 200 ft
Short Plat	Connect to Sewer, unless Not available in timely and reasonable manner per UTRC, then Interim OSS OSS managed by District	Connect to Sewer	Connect to Sewer if < 200 ft Interim OSS if > 200 ft
Building Permit	Connect to Sewer, unless Infeasible or unreasonable (>200 ft away or too costly) then Interim OSS	Connect to Sewer if < 200 ft	Connect to Sewer if < 200 ft Interim OSS if > 200 ft
Existing Development with Septic Systems			
No Action, Good OSS	Continue OSS use	Connect to Sewer if at property: Waiver may be requested Waiver update every 3 yrs.	Continue OSS use
No Action, Failing OSS	Connect to Sewer, unless New OSS fully conforming to KC BOH possible.	Connect to Sewer where feasible	Connect to Sewer, unless New OSS fully conforming to KC BOH possible.
Remodel or other requiring OSS Modification	Connect to Sewer if < 200 ft Interim OSS if >200 ft	Connect to Sewer if at property	Connect to Sewer if < 200 ft Interim OSS if >200 ft

Use of an Interim OSS requires Future Sewer Connection Agreement
OSS = Onsite Septic System

6.8 FINANCIAL PHILOSOPHY

Sewer customer growth in the District will be a mixture “Infill,” development of vacant or underdeveloped areas, and “Backfill,” transition of existing uses from septic to sewer. The District can simply respond to demand for sewer service or work to create availability of sewer service. How the District facilitates sewer system growth will influence the financial impact on existing sewer customers.

The District has previously leaned toward a philosophy of “Growth Pays for Growth.” This supports simply responding to demand for service, and works during times of high infill growth driven by new developments that want to have sewer service. With Infill, developers include financial feasibility considerations when deciding whether to proceed with a project through a Developer Extension Agreement (DEA). Utility Local Improvement Districts (ULIDs) can also approach this philosophy for backfill areas, while allowing property owners to spread the costs of the sewer extension over several years.

However, there are pressures that push the District to create availability for sewer projects for backfill areas. Aging septic systems, more stringent septic system standards, and the desire to upgrade existing housing stock can drive the request and/or need for sewer service in areas currently served by septic systems. The cost of sewer installation can create situations where those that need new sewer service are not readily able to cover the system expansion cost. Sewer expansion for backfill areas are more likely to require the financial support of the District for installation of local collection facilities.

When the District provides financial support to a sewer expansion project, the burden of the financial support may be borne by the existing sewer customers. The District will need to continue to balance the need for sewer service with the reality of funding availability.

6.8.1 POLICIES REGARDING GROWTH PAYS FOR GROWTH

6.8.1.1.1 Strive for this ideal especially for:

- a. New customers through DEAs.
- b. New and transition (septic to sewer) customers through ULIDs.

6.8.2 POLICIES REGARDING DISTRICT FACILITATION OF INFRASTRUCTURE INSTALLATION

6.8.2.1.1 *Support sewer extensions when funds available for:*

- a. Transition customers (septic to sewer), especially in fully developed areas.
- b. Interagency projects providing an opportunity for significantly reduced project costs for transition customers.

6.9 CONNECTION CHARGES

Connection Charges refer to charges paid in conjunction with new sewer service. Each connection charge covers a specific element of the provision of sewer service. The following describes each charge and policies associated with that charge.

6.9.1 GENERAL FACILITY CHARGE

The General Facility Charge (GFC) represents the customer's share of the District's capital facilities that provide capacity to provide service to existing and future sewer customers, including, but not limited to, sewer transmission mains (normally > 8-inch diameter), sewer interceptors, and regional lift stations. If a facility provides both local collection and transmission components, the GFC portion would be that in excess of the local collection portion.

The GFC is based on a combination of the actual cost of previously installed general facilities and the estimated cost for new facilities identified as General Facilities where the installation is planned within the next 10 years.

The GFC is charged on an Equivalent Residential Unit (ERU) basis, normally based on the water meter size providing domestic water service to the customer. Customers that have an auxiliary water supply, such as other water source or greywater/rainwater supply, will have their ERU basis calculated on the minimum meter size required for the plumbing fixtures that feed the sewer system, as based on the plumbing code.

6.9.1.1 Policies Regarding General Facility Charge Rate Uniformity

6.9.1.1.1 *Same GFC across the entire District area.*

6.9.1.1.2 *Same GFC for all customer classes (single-family, multi-family, non-residential).*

6.9.1.1.3 *GFC based on a per ERU basis, based on the customer water meter size (or minimum meter size based on plumbing code if not a water customer).*

6.9.2 LOCAL FACILITY CHARGE

The Local Facility Charge (LFC) represents the customer's share of the sewer facilities that provide service to a specific local area. The LFC includes collection mains adjacent to and through properties and may also include local facilities that benefit a local service basin, such as a lift station or deep sewer (>25-feet deep).

A Standard LFC is developed based on an average cost per lineal foot from recent collection sewer projects. The Standard LFC is periodically increased to reflect the current costs for sewer installation, based on the average annual 20-city-average of the *Engineering News Record* Construction Cost Index. Approximately every five years a review of actual project costs is completed to realign the Sewer LFC to actual costs.

The Standard LFC is presented as a cost per lineal foot, and the LFC for a specific property is based on the property characteristics such as front footage along the sewer main. The lineal footage basis can also be translated to an area charge for large, odd-shaped properties.

Use of a Standard LFC provides an updated cost basis for projects installed many years ago, provides a more consistent cost equity across the District by not penalizing properties with more expensive local project costs, and provides a cost basis for situations where the local sewer installation has not been completed (e.g., connection to the end of a main that will eventually be extended further).

There are situations where application of the Standard LFC does not work well when considering the cost equity within a local service area, apparent excessive cost for the level of service provided or inclusion of local facilities in addition to the collection sewer. For these situations a Special LFC may be developed based on a specific project and/or area considering either the method of Cost Distribution or Cost Basis.

Cost Distribution Special LFCs may be developed for areas where the properties have odd shapes or widely varying frontages for similarly sized properties. Cost Basis Special LFCs may be developed where a project's actual cost is providing the basis to the LFC. These situations would include LFCs developed for projects installed by a Utility Local Improvement District, Neighborhood Sewer Program or under a Developer Extension Reimbursement Agreement. Local basin specific

facilities, such as lift stations, may also be the subject of Special LFCs charged in addition to the local main LFC.

The method of the sewer installation determines the LFC charge basis. This is shown in Table 6-4.

TABLE 6-4

LFC Basis and Adoption Method by Installation Project Method

Installation Project Type	LFC Basis and Adoption Method
DEA	Properties in DEA Paid through DEA, by paying to have the sewer facilities installed. Other Properties Project Specific Reimbursement Agreement If no Reimbursement Agreement or expired Reimbursement, Standard LFC applies
ULID	Properties in ULID Project-Specific Assessment Roll Project-Specific Charge-in-Lieu of Assessment for any portions of assessment that may be deferred through the ULID.
NSP	Participating Properties Project-Specific Participation Agreement Non-Participants Project-Specific Special LFC plus interest
District CIP	Standard LFC based on Current Average Costs

6.9.2.1 Policies Regarding Local Facility Charge Collection

6.9.2.1.1 *All properties are subject to a LFC.*

6.9.2.1.2 *District standard LFC rate is the preferred rate to be used.*

- a. Specific LFC rates are allowed for DEA projects through reimbursement agreements.
- b. Special LFC Cost Distribution may be used to provide for equitable LFC distribution through localized areas.
- c. Special LFC rates may be used to provide equitable cost basis for certain projects including NSP and ULIDs.

6.9.3 CONNECTION CHARGE COLLECTION SCHEDULE

Connection charges are used to pay for facilities installation. In many situations, the facilities have been installed well before the connection charges are being collected. The time when GFCs and LFCs are collected is dependent in part on the method used to install the facility.

6.9.3.1 Policies Regarding General Facility Charge (GFC) – Collection Timing

6.9.3.1.1 *Developer Extension Agreements (DEA):*

- a. Properties in DEA: Collect GFC as part of the DEA process.
- b. Other Properties: Collect GFC at time of application for sewer service.

6.9.3.1.2 *Utility Local Improvement Districts (ULID):*

- a. The GFC may be included with a ULID Assessment, paid over 15 years.
- b. If not included in the ULID Assessment, collect at time of application for sewer service.

6.9.3.1.3 *Neighborhood Sewer Program (NSP):*

- a. Participants: Collect GFC within 60 days of project completion.
- b. Non-Participants: Collect GFC at time of application for sewer service.

6.9.3.1.4 *Capital Improvement Projects or Previously installed facilities:*

- a. Collect GFC at the time of application for sewer service.

6.9.3.2 Policies Regarding Local Facility Charge (LFC) – Collection Timing

6.9.3.2.1 *Developer Extension Agreements:*

- a. Properties in DEA
 - Install local facility as part of the DEA process; and/or
 - Collect LFC as part of the DEA process.

- b. Other properties
 - Collect LFC at the time of application for sewer service.

6.9.3.2.2 *ULID:*

- a. The LFC is included with a ULID Assessment, paid over a period of up to 15 years.

6.9.3.2.3 *NSP:*

- a. Participants: Collect LFC within 60 days of project completion.
- b. Non-Participants: Collect LFC at time of application for sewer service.

6.9.3.2.4 *Capital Improvement Projects or Previously installed facilities:*

- a. Collect LFC at the time of application for sewer service.

6.9.4 CONNECTION CHARGE FINANCING

Financing of certain connection charges is allowed through certain agreements. Again, the potential for financing is based on the project type used to install the local facility. Developer Extension Agreements only consider financing during the course of the development project. Utility Local Improvement Districts are a financing method that automatically provides for the option of time payments. Other Local Facility Charge financing is based on a specific agreement between the District and the property owner. The District's total current program limits for financing of LFCs is \$1,000,000.

6.9.4.1 Policies Regarding General Facility Charge Financing

- 6.9.4.1.1 *DEA: Payment of portion of GFCs may be delayed, with interest, but must be paid prior to final plan approval.*
- 6.9.4.1.2 *ULID: GFCs may be financed through a ULID assessment.*
- 6.9.4.1.3 *NSP and CIP: The District does not offer direct financing of GFCs.*

6.9.4.2 Policies Regarding Local Facility Charge Financing

- 6.9.4.2.1 *DEA: LFC payments, for any facilities not installed as part of the DEA, is required prior to final acceptance of the DEA, and is not financed.*
- 6.9.4.2.2 *ULID: LFCs are financed through a ULID assessment.*

6.9.4.2.3 *NSP and CIP: The District offers financing through a Financing Agreement, with monthly payments over 10 or 15 years. Current interest rate is 8 percent.*

6.9.5 SIDE SEWER PERMIT FEE

The Side Sewer Permit Fee is intended to cover the District’s cost of inspection of each side sewer installation. Side sewers represent a significant amount of piping connected to the sewer system, and poorly constructed side sewers can become a significant source of infiltration and inflow.

The level of inspection of each side sewer varies based on the type of facility being served, whether the side sewer is gravity or includes a grinder pump system, or if an oil-water separator or grease interceptor is included. The intention of the District’s fee structure is to cover the costs of inspections and be consistent for similar type inspections.

6.9.5.1 Policies Regarding Single-Family Residential Permit Fees

6.9.5.1.1 *Permit fee is the same for all connections. Grinder Pump inspections are not charged a higher rate.*

6.9.5.2 Policies Regarding Non-Single-Family Residential Permit Fees

6.9.5.2.1 *Permit fee is the same for all black-water connections.*

6.9.5.2.2 *Grease Interceptor and Oil/Water Separator connections require payment of a separate inspection fee.*

6.9.6 SERVICE AGREEMENTS

Service agreements provide clarity for service requirements and expectations. In addition, they can notify and clarify financial obligations. The Board has adopted several standard form service agreements covering the type of sewer connection, payment agreements, service requirements and administrative actions. Service agreements help ensure equitable application of District policies and avoid unnecessary legal costs.

6.9.6.1 Policies Regarding Service Agreements (e.g., Grinder Pump, Interim Sewer Use)

6.9.6.1.1 *Agreements for a property requesting sewer service must be executed prior to provision of sewer service.*

6.9.6.2 Policies Regarding Connection Charge Payment Agreements (e.g., Future Additional LFC Owing)

6.9.6.2.1 *Agreements associated with payment for a property owner requesting sewer service must be executed prior to provision of sewer service.*

6.9.6.3 Policies Regarding Service Requirement Agreements (e.g., Future Sewer Connection)

6.9.6.3.1 *Agreements for a property owner requesting Certificates of Water Availability or Certificate of Sewer Availability for an urban property proposing action to a property utilizing a septic system must execute the agreement for future sewer connection prior to receipt of the Certificate of Availability.*

6.9.6.4 Policies Regarding Administrative Action Agreements (e.g., No Protest Annexation)

6.9.6.4.1 *Agreements for a property owner requesting sewer service must be executed prior to provision of sewer service.*

6.9.6.4.2 *Agreements for a development property must be executed prior to finalization of the DEA.*

6.9.7 EXCISE TAX ON CONNECTION CHARGES

The State of Washington requires the District to pay excise tax on certain payments made to the District, including GFCs and LFCs. The District Board directed staff to collect excise tax for these connection charges.

6.9.7.1 Policies Regarding Excise Tax

6.9.7.1.1 *Collect Excise Tax in addition to the base connection charge for situations where the State of Washington will require payment to the State of Excise Tax on the collected charge.*

- a. Collect excise tax with GFC payments.
- b. Collect excise tax with LFC payments:
 - Excise tax is not collected for Local Facility Charges based on Reimbursement Agreements, because that charge is not subject to the State excise tax.

6.9.8 KING COUNTY CAPACITY CHARGE

King County has a Capacity Charge that is collected by King County from new sewer customers. The Capacity Charge pays for King County facilities. The District provides King County with notification of new customers by requiring their Sewer Use Certification form to be completed by all new sewer customers.

6.9.8.1 Policies Regarding King County Capacity Charge Sewer Use Certification

6.9.8.1.1 *Require completion of the King County Sewer Use Certification by all new sewer customers prior to providing sewer service.*

6.9.8.1.2 *Provide the Sewer Use Certification form to King County upon connection of the side sewer to the sewer system.*

6.10 SEWER BASIN LOCAL FACILITIES – COST RECOVERY

The current policies regarding Local Facility Charges (LFCs) were included in a previous section. Local Facility Charges normally cover local sewer collection mains. Certain sewer basins and sub-basins require additional facilities to provide service, such as lift stations, sections of deep sewer, or sewer reaches with limited sewer connections. Methods of recovering costs associated with local basin facilities will be discussed.

There have been a variety of different funding sources and mechanisms used for installation of the existing basin facilities. The collection of funds from new customers to pay for the basin facilities has been inconsistent.

The District has identified over \$10 million in additional basin facilities required for provision of sewer service to the urban area. Therefore consideration should be given to the methods available to fund these facilities.

6.10.1.1 Policies Regarding Sewer Basin Facility Cost Methods

6.10.1.1.1 *District is proceeding with a study to develop a consistent method for collection of sewer basin facility costs. Possibilities include, but are not limited to:*

- a. Charge varies by Specific Sewer Basin.
- b. District wide Standard Basin Charge.
- c. Hybrid Basin Charge Structure.

6.10.1.2 Policies Regarding a Sewer Basin Facility Cost Study to analyze these possibilities will be required:

6.10.1.2.1 Existing basin facilities

- a. Funding source.

6.10.1.2.2 Projected Basin Facilities (from Comprehensive Plan CIP)

- a. Likely funding source.
- b. Likely date for installation.
- c. Estimated cost.

6.10.1.2.3 Scope of Existing Adopted Funding Mechanisms

- a. Reimbursement Agreements.
- b. Special Local Facility Charges.
- c. ULID Assessments.

6.10.1.2.4 Potential Funding Mechanisms

- a. General Facility Charge component.
- b. Continued Local Facility Charge.

6.11 SERVICE BILLING INITIATION

The goal of these policies is to closely match the initiation of service charges to the use of the sewer system. While the District policy is to inspect each side sewer before approving service connection, the side sewer is a buried connection, and there have been cases where the side sewer was connected to the sewer system without District knowledge. Initiating the sewer billing with water service, which can be controlled at the meter, provides an efficient method of ensuring the sewer service billing is started at an appropriate time.

6.11.1 TIMING OF BILLING INITIATION

6.11.1.1 Policies Regarding New Water and Sewer Customer

6.11.1.1.1 Service billing is initiated in conjunction with the water service, when the water meter has been installed.

6.11.1.2 Policies Regarding Existing Water Customer

6.11.1.2.1 Service billing is initiated when the Side Sewer As-Built has been signed off by the District inspector.

6.11.1.3 Policies Regarding Sewer Service Only (other water supply provider)

6.11.1.3.1 Service billing is initiated when the Side Sewer As-Built has been signed off by the District inspector.

6.12 SERVICE CHARGES

The District undertakes periodic rate studies to ensure that the collection of service charges can support the operation and maintenance costs of the sewer system. The rates differentiate between the customer type and the use of grinder pump systems.

6.12.1 SERVICE PROVISION CHARGES

6.12.1.1 Policies Regarding Single-Family Residential

6.12.1.1.1 Single-family customers are charged a flat rate for each residence.

6.12.1.1.2 Each structure on a single-family lot must have a separate side sewer.

6.12.1.1.3 Multiple structures on a single-family lot may share one grinder pump system if located reasonably close to each other.

6.12.1.1.4 Accessory structures to a single-family residence that share a water meter with the single-family residence may be considered as part of the single-family residence.

6.12.1.1.5 Grinder pump customers shall pay rates sufficient to cover the costs of the District's grinder pump program in addition to the base single-family rate.

6.12.1.1.6 King County rates for sewer service are in addition to those charged for District services.

6.12.1.2 Policies Regarding Non-Single-Family

6.12.1.2.1 Non-Single-family customers are charged for sewer service based on their water use and periodic review of equivalent charges.

6.12.1.2.2 Each non-single-family structure must have a separate side sewer.

6.12.1.2.3 Grease interceptors and oil/water separators used by non-single-family customers are not charged as separate accounts.

6.12.1.2.4 King County rates for sewer service are in addition to those charged for District services.

6.12.1.2.5 *Periodic review of rates should occur to ensure equity with single-family flat rate charges*

6.12.1.3 Policies Regarding Auxiliary Water Supply [Greywater/Rainwater Use]

6.12.1.3.1 *Non-Single-Family Customers that have an auxiliary water source from rainwater or other non-metered source, that enters the sewer system, must have a method of metering the auxiliary water source*

6.12.1.3.2 *Sewer service rates will be charged for the auxiliary water that enters the sewer system.*

6.13 CUSTOMER RESPONSIBILITIES

Actions taken to ensure new sewer connections are only discharging appropriate sources of sewerage can reduce operation and maintenance costs once sewer service is provided. Customers must provide complete information on their proposed use of the sewer system, and ensure that their connections comply with District regulations for side sewer connections, domestic sewage quality, and ensure there are no storm drainage connections. In addition, the District will consider future needs for the sewer system, and secure easements to meet those needs when service is initially requested, to ease future growth and associated costs of the sewer system.

6.13.1.1 Policies Regarding Customers' Responsibilities to comply with District regulations and requirements regarding:

6.13.1.1.1 *Connection to the sewer system.*

6.13.1.1.2 *Discharges into the sewer system.*

6.13.1.1.3 *Payment of all connection charges required for provision of sewer service.*

6.13.1.1.4 *Provision of any easements required for District sewer facilities to be located on the property.*

6.13.1.1.5 *Execution of any service agreements including, but not limited to, Side Sewer Permit, Annexation Agreements, and Grinder Pump Maintenance Agreements.*

6.14 INDIVIDUAL SEPTIC SYSTEM SUPPORT

The District considered the appropriate level and type of support for septic system users within the District. The District is allowed to provide a certain level of support for management of individual septic systems, but not to provide actual operation and maintenance of these systems with District employees (per RCW 57.08.005(11)). Research further indicated that the King County Health Department has a significant amount of information on its website for septic

system owners. The website cover topics such as Septic Education and Care, permits, codes, program fees, and brochures and include links to lists of certified on-site maintainers, liquid waste pumpers and master installers. Therefore, the District decided to limit direct support for individual OSS.

6.14.1.1 Policies Regarding Individual Septic System Support

6.14.1.1.1 Provide a link for customers to existing septic system information and support.

6.14.1.1.2 Continue current District operations that do not provide support for individual Onsite Septic System (OSS) owners, and do not initiate a program to provide management of individual OSS.