

## **Appendix D**

### **WATER AND SEWER AND TAP CONNECTIONS**

This Appendix includes Checklists for the design of water connections, sewer connections and tap connections where main extensions are not required. The required information has been established as a prerequisite for approval of respective installation applications from the Water and Sewer Department. In addition, the information may also be required under circumstances where a Building Permit is being withheld pending the Certification of Water and Sewer utilities to be available at the construction site.

A comprehensive site plan prepared by a licensed professional is not required for purposes as stated above. However, when a site plan has been prepared for other criteria established within Chapter 1 of the City of Harrisonburg, Virginia Design and Construction Standards Manual, the site plan shall be subjected to review of the checklist requirements.

Applicants for Water and Sewer Connections shall provide:

1. A Lot Sketch (property survey plat, architectural building plan, or a hand-drawn sketch) edited to include the following:
  - a. Foot print of the building in relationship to property boundaries
  - b. Location of Public water and/or sewer mains in relationship to property boundaries
  - c. Route of service line from Public water and/or sewer main to building and include the following:
    1. All other existing and proposed underground utilities
    2. Existing and proposed topography
    3. Inverts of sewer laterals at the main, including in the manhole and cleanouts.
    4. All work in a public right-of-way, including public water and sewer easements, shall be performed by the City of Harrisonburg Public Utilities Department. The lot sketch shall include the following note:  
"City forces will construct service line from the existing main to the right-of-way line or easement limit per city code applicable fee"
    5. Proposed water and/or sewer service properly utilizes or abandons any existing service piping.
2. Completion of form 4-27A and 4-27B from Chapter 4 of this Manual
3. Supplemental checklists as provided within this Appendix D.

## CERTIFICATION OF UTILITY AVAILABILITY

Date:

City of Harrisonburg

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The property listed below has been reviewed for purpose of planning water and/or sewer services to a proposed dwelling. This department recognizes that building or subdivision is pending and may be influenced by the availability of the referenced public utilities.

Address:

Tax map lot id:

Zoning:

Structure Type:

Existing or proposed public mains are or will be available for installation for connections if indicated "yes" below. A review of proposed connection arrangements is suggested for purpose of size, route, and gravity limitations.

Water Availability:

Sewer Availability:

A site plan reference below indicates that proposed connection arrangements have been reviewed and that the utility is not yet available, unless the project substantial completion is indicated as "yes". A "no" designation implies that the connection of services would require an extension from the existing main to within the referenced general area and for the utility to be conveyed in ownership to the city. At this date, substantial completion of the project is identified below.

Site plan:

Site plan lot id:

Project Substantial Completion issued:

Comments:

Department Officer

Signature \_\_\_\_\_

Date \_\_\_\_\_

NAME OF APPLICANT \_\_\_\_\_ PHONE \_\_\_\_\_  
 ADDRESS \_\_\_\_\_ SHEET/BLOCK/LOT \_\_\_\_\_  
 NAME OF SITE PLAN (IF APPLICABLE) \_\_\_\_\_

**PART 2: AVAILABILITY ASSESSMENT**

- \_\_\_\_ (OK)      \_\_\_\_ (NOT)      1. PUBLIC SEWER MAIN IS AVAILABLE FOR SEWER SERVICE CONNECTION AT \_\_\_\_\_  
 ROUTE EASEMENT REQUIRED ACROSS ADJACENT PROPERTY
- \_\_\_\_ (OK)      \_\_\_\_ (NOT)      2. PROVISIONS MADE BY THE APPLICANT TO ASSURE GRAVITY OR PUMPED ACCESS TO THE SEWER MAIN? (NOTE: DOES DESIGN ACCOMMODATE MINIMUM 2% GRADE FROM SEWER MAIN TO THE PROPERTY LINE OR RIGHT-OF-WAY?)
- \_\_\_\_ (OK)      \_\_\_\_ (NOT)      3. FEE INFORMATION: AVAILABILITY FEE \$ \_\_\_\_\_  
 NOTE: AVAILABILITY FEES ARE BASED ON EXISTING OR PROPOSED WATER METER SIZE. SEE CITY OF HARRISONBURG CODE OF ORDINANCE 7-4-22 FOR FEE SCHEDULE.

**PART 3: CONNECTION INFORMATION**

- \_\_\_\_ (OK)      \_\_\_\_ (NOT)      1. DESIGN SKETCH OR SITE PLAN PROVIDED & SHOWING DWELLING, DRIVEWAY, CLEANOUT & OBJECTS IN VICINITY W/O CONFLICT
- \_\_\_\_ (OK)      \_\_\_\_ (NOT)      2. PROPOSED SEWER SERVICE PROPERLY UTILIZES OR ABANDONS ANY EXISTING SEWER SERVICE
- \_\_\_\_ (OK)      \_\_\_\_ (NOT)      3. SEPARATE SERVICE IS PROPOSED FOR EACH BUILDING OR BUSINESS ESTABLISHMENT; APPROVED ARRANGEMENT (Y - N);  
 \_\_\_\_\_ FEET FROM MAIN TO RIGHT-OF-WAY  
 \_\_\_\_\_ FEET FROM RIGHT-OF-WAY TO BUILDING
- \_\_\_\_ (OK)      \_\_\_\_ (NOT)      4. CLEANOUT IS PROVIDED AT THE R-O-W OR EASEMENT LIMIT EXCEPT WHERE LATERAL ADJOINS SEWER MAIN AT A MANHOLE.
- \_\_\_\_ (OK)      \_\_\_\_ (NOT)      5. LATERAL ADJOINS MAIN AT MANHOLE IF POSSIBLE (Y-N N/A); DROP CONNECTION (Y-N N/A) & PROVIDED (Y-N N/A)
- \_\_\_\_ (OK)      \_\_\_\_ (NOT)      6. DESIGN PROVIDES PROPER GREASE TRAP, SEDIMENT TRAP, OR PRETREATMENT FACILITY. (Y-N N/A)
- \_\_\_\_ (OK)      \_\_\_\_ (NOT)      7. DESIGN ABATES INFILTRATION/INFLOW & NON-PERMITTED DISCHARGES, INCLUDING STORM WATERS.
- \_\_\_\_ (OK)      \_\_\_\_ (NOT)      8. FEE INFORMATION: CONNECTION FEE \$ \_\_\_\_\_  
 NOTE: SEWER CONNECTION FEE FOR SINGLE FAMILY RESIDENTIAL WITH 5/8" METER & 4" SEWER LATERAL SHALL BE \$600.00; ADD \$16.00 PER LF OVER 50'. ALL OTHER SHALL BE CITY ORDINANCE COST.  
 APARTMENTS & CONDOMINIUMS SHALL BE CONSIDERED AS OTHER.

**PART 4: ACCEPTANCE STATEMENT (SIGNATURE REQUIRED)**

\_\_\_\_\_  
 RECOMMEND ACCEPTANCE                      RECOMMEND WITHHOLDING ACCEPTANCE

DATE REVIEWED: \_\_\_\_\_

NAME OF APPLICANT \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ SHEET/BLOCK/MAP \_\_\_\_\_

NAME OF SITE PLAN (IF APPLICABLE) \_\_\_\_\_

**PART 2: AVAILABILITY ASSESSMENT**

\_\_\_\_ (OK)      \_\_\_\_ (NOT)      1. PUBLIC WATER MAIN IS AVAILABLE FOR WATER SERVICE CONNECTION AT \_\_\_\_\_

ROUTE EASEMENT REQUIRED ACROSS ADJACENT PROPERTY

\_\_\_\_ (OK)      \_\_\_\_ (NOT)      2. PUBLIC MAIN PROVIDES AVAILABLE FLOW & PRESSURES  
NOTE: COMPLETION OF 4-20A & 4-20B FROM CHAPTER 4 OF THIS MANUAL. PROVIDED BY APPLICANT

\_\_\_\_ (OK)      \_\_\_\_ (NOT)      3. FEE INFORMATION: AVAILABILITY FEE:      \$ \_\_\_\_\_  
NOTE: AVAILABILITY FEES ARE BASED ON WATER METER SIZE  
SEE CITY OF HARRISONBURG CODE OF ORDINANCE 7-4-22  
FOR FEE SCHEDULE.

**PART 3: CONNECTION INFORMATION**

\_\_\_\_ (OK)      \_\_\_\_ (NOT)      1. DESIGN SKETCH OR SITE PLAN PROVIDED & SHOWING DWELLING, DRIVEWAY, METER & OBJECTS IN VICINITY OR METER W/OUT CONFLICT

\_\_\_\_ (OK)      \_\_\_\_ (NOT)      2. PROPOSED WATER SERVICE PROPERLY UTILIZES OR ABANDONS ANY EXISTING WATER SERVICE PIPING

\_\_\_\_ (OK)      \_\_\_\_ (NOT)      3. SEPARATE WATER METER IS PROPOSED FOR EACH BUILDING OR BUSINESS ESTABLISHMENT; APPROVED ARRANGEMENT (Y - N);  
\_\_\_\_\_ FEET FROM MAIN TO RIGHT-OF-WAY  
\_\_\_\_\_ FEET FROM RIGHT-OF-WAY TO BUILDING

\_\_\_\_ (OK)      \_\_\_\_ (NOT)      4. METER SETTING LOCATION COMPLIES WITH THE REQUIREMENTS SET FORTH IN CHAPTER 4 OF THIS MANUAL

\_\_\_\_ (OK)      \_\_\_\_ (NOT)      5. WATER METER SIZE AND WATER SERVICE SIZES SHOWN FROM THE MAIN TO THE METER AND FROM THE METER TO THE BUILDING

\_\_\_\_ (OK)      \_\_\_\_ (NOT)      6. FEE INFORMATION: CONNECTION FEE:      \$ \_\_\_\_\_  
NOTE: CONNECTION FEES SHALL BE DEFINED AS THE COST TO CONSTRUCT THE WATER SERVICE FROM THE PUBLIC MAIN TO THE R-O-W OR EASEMENT LIMITS. ADD \$12.00 PER LF ABOVE 50'

**PART 4: ACCEPTANCE STATEMENT (SIGNATURE REQUIRED)**

\_\_\_\_\_  
RECOMMEND ACCEPTANCE

\_\_\_\_\_  
RECOMMEND WITHOLDING ACCEPTANCE

DATE REVIEWED \_\_\_\_\_

NAME OF APPLICANT \_\_\_\_\_ PHONE \_\_\_\_\_  
 ADDRESS \_\_\_\_\_ SHEET/BLOCK/MAP \_\_\_\_\_  
 NAME OF SITE PLAN (IF APPLICABLE) \_\_\_\_\_

**PART 2: TAP DESIGN**

- \_\_\_\_ 1. PUBLIC WATER MAIN IS AVAILABLE FOR TAP CONNECTION  
 (OK) (NOT) AT \_\_\_\_\_
- \_\_\_\_ 2. SUPPRESSION REQUIREMENTS: \_\_\_\_\_ GPM AT \_\_\_\_\_ PSI  
 (OK) (NOT) SYSTEM CAPACITIES: \_\_\_\_\_ GPM AT \_\_\_\_\_ PSI  
 CITY HYDRANT IDENTIFICATION CODE \_\_\_\_\_
- \_\_\_\_ 3. PROPOSED LENGTH OF SERVICE FROM PUBLIC MAIN TO DETECTOR  
 (OK) (NOT) CHECK IS MINIMIZED AT \_\_\_\_\_ FEET
- \_\_\_\_ 4. SEPARATE SPRINKLER PROPOSED FOR EACH BUILDING OR BUSINESS  
 (OK) (NOT) ESTABLISHMENT AND ARRANGEMENT ACCEPTABLE
- \_\_\_\_ 5. EASEMENTS ARE SECURED WHERE PROPOSED SERVICE MUST CROSS  
 (OK) (NOT) CROSS PROPERTY OTHER THAN THE APPLICANT
- \_\_\_\_ 6. SPRINKLER SIZE IS SHOWN: \_\_\_\_\_  
 (OK) (NOT) SPRINKLER SIZE REFERRED TO FUTURE DESIGN: \_\_\_\_\_
- \_\_\_\_ 7. DETECTOR CHECK SPECIFIED TO BE INSTALLED AT CURB BY APPLICANT  
 (OK) (NOT) WITH ACCEPTABLE CONSTRUCTION DETAIL.
- \_\_\_\_ 8. DETECTOR CHECK SET IN LOCATION ACCEPTABLE FOR ACCESS BY CITY  
 (OK) (NOT) FOR METER READING OR INSPECTION PURPOSES ONLY MAINTAINED BY  
 OWNER.
- \_\_\_\_ 9. BACKFLOW PREVENTOR DENOTED ON SITE PLAN. BACKFLOW  
 (OK) (NOT) PREVENTOR SUBMITTED TO BUILDING INSPECTION.
- \_\_\_\_ 10. DESIGN SKETCH OR SITE PLAN ADDRESSES CONFLICTS (UTILITIES,  
 (OK) (NOT) STRUCTURES, ETC.) BETWEEN THE PUBLIC MAIN AND THE METER.

**PART 3: FEE REQUIREMENTS**

BASE TAPPING FEE SIZE \_\_\_\_\_ \$ \_\_\_\_\_  
 (SEE CITY CODE OF ORDINANCES SECTION 7-4-23)  
 ESTIMATE OF SUPPLEMENTAL CHARGES \$ \_\_\_\_\_  
 TOTAL TAP ESTIMATE \$ \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**PART 4: ACCEPTANCE STATEMENT (SIGNATURE REQUIRED)**

\_\_\_\_\_  
 RECOMMEND ACCEPTANCE                      RECOMMEND WITHOLDING ACCEPTANCE  
 DATE REVIEWED \_\_\_\_\_