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

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
**CITY OF HARRISONBURG, VA. SEWER SERVICE DESIGN CHECKLIST**

<table>
<thead>
<tr>
<th>NAME OF APPLICANT</th>
<th>PHONE</th>
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<tbody>
<tr>
<td>ADDRESS</td>
<td>SHEET/BLOCK/LOT</td>
</tr>
<tr>
<td>NAME OF SITE PLAN (IF APPLICABLE)</td>
<td></td>
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</tbody>
</table>

**PART 2: AVAILABILITY ASSESSMENT**

1. PUBLIC SEWER MAIN IS AVAILABLE FOR SEWER SERVICE CONNECTION AT ________________________________
   - (OK) PUBLIC SEWER MAIN IS AVAILABLE
   - (NOT) PUBLIC SEWER MAIN IS NOT AVAILABLE
   - ROUTE EASEMENT REQUIRED ACROSS ADJACENT PROPERTY

2. 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) PROVIDES GRAVITY ACCESS TO SEWER MAIN
   - (NOT) PROVIDES PUMPED ACCESS TO SEWER MAIN

3. FEE INFORMATION: AVAILABILITY FEE $________________
   - (OK) AVAILABILITY FEE IS $________________
   - (NOT) AVAILABILITY FEE IS NOT $________________

   **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**

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

2. PROPOSED SEWER SERVICE PROPERLY UTILIZES OR ABANDONS ANY EXISTING SEWER SERVICE
   - (OK) PROPOSED SEWER SERVICE UTILIZES OR ABANDONS ANY EXISTING SEWER SERVICE
   - (NOT) PROPOSED SEWER SERVICE DOES NOT UTILIZE OR ABANDON ANY EXISTING SEWER SERVICE

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

4. CLEANOUT IS PROVIDED AT THE R-O-W OR EASEMENT LIMIT
   - (OK) CLEANOUT IS PROVIDED AT THE R-O-W OR EASEMENT LIMIT
   - (NOT) CLEANOUT IS NOT PROVIDED AT THE R-O-W OR EASEMENT LIMIT

5. LATERAL ADJOINS MAIN AT MANHOLE IF POSSIBLE (Y-N N/A);
   - (OK) LATERAL ADJOINS MAIN AT MANHOLE
   - (NOT) LATERAL DOES NOT ADJOIN MAIN AT MANHOLE
   - DROP CONNECTION (Y-N N/A) & PROVIDED (Y-N N/A)

6. DESIGN PROVIDES PROPER GREASE TRAP, SEDIMENT TRAP, OR PRETREATMENT FACILITY. (Y-N N/A)
   - (OK) DESIGN PROVIDES PROPER GREASE TRAP, SEDIMENT TRAP, OR PRETREATMENT FACILITY
   - (NOT) DESIGN DOES NOT PROVIDE PROPER GREASE TRAP, SEDIMENT TRAP, OR PRETREATMENT FACILITY

7. DESIGN ABATES INFILTRATION/INFLOW & NON-PERMITTED DISCHARGES, INCLUDING STORM WATERS.
   - (OK) DESIGN ABATES INFILTRATION/INFLOW & NON-PERMITTED DISCHARGES
   - (NOT) DESIGN DOES NOT ABATE INFILTRATION/INFLOW & NON-PERMITTED DISCHARGES

8. FEE INFORMATION: CONNECTION FEE $________________
   - (OK) CONNECTION FEE IS $________________
   - (NOT) CONNECTION FEE IS NOT $________________

   **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)**

<table>
<thead>
<tr>
<th>RECOMMEND ACCEPTANCE</th>
<th>RECOMMEND WITHHOLDING ACCEPTANCE</th>
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<tr>
<td>DATE REVIEWED:</td>
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</table>
### CITY OF HARRISONBURG, VA. WATER SERVICE DESIGN CHECKLIST

**PART 1: GENERAL INFORMATION**

<table>
<thead>
<tr>
<th>NAME OF APPLICANT</th>
<th>PHONE</th>
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<table>
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<tr>
<th>NAME OF SITE PLAN (IF APPLICABLE)</th>
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**PART 2: AVAILABILITY ASSESSMENT**

<table>
<thead>
<tr>
<th>1. PUBLIC WATER MAIN IS AVAILABLE FOR WATER SERVICE CONNECTION AT</th>
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<tbody>
<tr>
<td>(OK) (NOT)</td>
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<table>
<thead>
<tr>
<th>2. PUBLIC MAIN PROVIDES AVAILABLE FLOW &amp; PRESSURES</th>
</tr>
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<tbody>
<tr>
<td>(OK) (NOT)</td>
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</table>

<table>
<thead>
<tr>
<th>3. FEE INFORMATION: AVAILABILITY FEE: $</th>
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<tbody>
<tr>
<td>(OK) (NOT)</td>
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**PART 3: CONNECTION INFORMATION**

<table>
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<tr>
<th>1. DESIGN SKETCH OR SITE PLAN PROVIDED &amp; SHOWING DWELLING, DRIVEWAY, METER &amp; OBJECTS IN VICINITY OR METER W/O CONFLICT</th>
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<td>(OK) (NOT)</td>
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<tr>
<th>2. PROPOSED WATER SERVICE PROPERLY UTILIZES OR ABANDONS ANY EXISTING WATER SERVICE PIPING</th>
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<tbody>
<tr>
<td>(OK) (NOT)</td>
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<tr>
<th>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</th>
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<tbody>
<tr>
<td>(OK) (NOT)</td>
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<thead>
<tr>
<th>4. METER SETTING LOCATION COMPLIES WITH THE REQUIREMENTS</th>
</tr>
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<tbody>
<tr>
<td>(OK) (NOT)</td>
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<tr>
<th>5. WATER METER SIZE AND WATER SERVICE SIZES SHOWN FROM THE MAIN TO THE METER AND FROM THE METER TO THE BUILDING</th>
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<tbody>
<tr>
<td>(OK) (NOT)</td>
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<tr>
<th>6. FEE INFORMATION: CONNECTION FEE: $</th>
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<td>(OK) (NOT)</td>
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**PART 4: ACCEPTANCE STATEMENT (SIGNATURE REQUIRED)**

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<tr>
<th>DATE REVIEWED</th>
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</table>
**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**

2. **SUPPRESSION REQUIREMENTS: GPM AT PSI**
   - **OK**
   - **NOT**

3. **PROPOSED LENGTH OF SERVICE FROM PUBLIC MAIN TO DETECTOR**
   - **OK**
   - **NOT**

4. **SEPARATE SPRINKLER PROPOSED FOR EACH BUILDING OR BUSINESS**
   - **OK**
   - **NOT**

5. **EASEMENTS ARE SECURED WHERE PROPOSED SERVICE MUST CROSS**
   - **OK**
   - **NOT**

6. **SPRINKLER SIZE IS SHOWN:**
   - **OK**
   - **NOT**

7. **DETECTOR CHECK SPECIFIED TO BE INSTALLED AT CURB BY APPLICANT**
   - **OK**
   - **NOT**

8. **DETECTOR CHECK SET IN LOCATION ACCEPTABLE FOR ACCESS BY CITY**
   - **OK**
   - **NOT**

9. **BACKFLOW PREVENTOR DENOTED ON SITE PLAN. BACKFLOW**
   - **OK**
   - **NOT**

10. **DESIGN SKETCH OR SITE PLAN ADDRESSES CONFLICTS (UTILITIES, STRUCTURES, ETC.) BETWEEN THE PUBLIC MAIN AND THE METER.**
    - **OK**
    - **NOT**

**PART 3: FEE REQUIREMENTS**

<table>
<thead>
<tr>
<th>BASE TAPPING FEE</th>
<th>SIZE</th>
<th>$</th>
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<tbody>
<tr>
<td>(SEE CITY CODE OF ORDINANCES SECTION 7-4-23)</td>
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</tr>
<tr>
<td>ESTIMATE OF SUPPLEMENTAL CHARGES</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>TOTAL TAP ESTIMATE</td>
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</table>

**COMMENTS:**

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

RECOMMEND ACCEPTANCE  RECOMMEND WITHOLDING ACCEPTANCE
DATE REVIEWED ________________________________