

TOWN OF NORTH BEACH

NORTH BEACH, MARYLAND

WATER AND SEWER POLICY MANUAL

Adopted by Ordinance No. 5-91

Effective Date JULY 3, 1991

TABLE OF CONTENTS

<u>Section</u>	<u>Title</u>
	Introduction
1	Definitions
2	Connection Regulations-Water and Sewer
3	Sewer Connection Requirements
4	Water Service Requirements
5	Fees and User Charges
6	Future Sewer And Water Main Extensions

## INTRODUCTION

This WATER & SEWER POLICY MANUAL has been prepared and adopted by the Town of North Beach, Maryland to prescribe rules and regulations for the administration of sanitary sewer and water facilities.

Benefit and user charges as may be established from time to time by the Town shall be as equitable as possible. All charges shall be directly related to construction, operation, and maintenance costs and may be increased or decreased as required.

The regulations, restrictions, and rules set forth in this Manual may from time to time be amended, supplemented, changed, or repealed in compliance with the Town Charter and State law.

Should any section or provision of the MANUAL be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the MANUAL as a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

Throughout the MANUAL various fees and user charge rates are discussed. The amount of such fees and rates shall be as required and established by the Town separate and apart from this manual.

## DEFINITIONS

- 1-01 B.O.D. Biochemical Oxygen Demand; the quantity of oxygen, expressed in mg/L, used in the oxidation of waste under standard laboratory procedure for 5 days at 20 degrees Centigrade.
- 1-02 C.O.D. Chemical Oxygen Demand; the quantity of oxygen expressed in mg/L used in chemical oxidation of organic matter in accordance with standard laboratory procedures.
- 1-03 CAPITAL CONNECTION CHARGE. A one-time charge to a new customer being connected to the Town's sewer or water facilities.
- 1-04 CHLORINE DEMAND. The amount of chlorine which must be added to waters and wastes to produce a residual chlorine content in such waters and wastes after a 15 minute contact time.
- 1-05 COMPOSITE SAMPLE. A combination of individual samples of water or waste water taken at selective intervals, generally hourly, for a specified time period, generally 24 hours, to minimize the effect of individual sample variability.
- 1-06 CONNECTION FEE. A one-time charge to reimburse the Town the actual cost of construction of the service lateral to the vicinity of the customer's property line.
- 1-07 CUSTOMER. Also referred to as APPLICANT, PROPERTY OWNER, PERMITTEE: the applicant for sewer or water service at one household, business or institution.
- 1-08 E.H.U. Equivalent Housing Unit; a means of measuring the impact of a development or industry on the sewer usage.
- 1-09 ENGINEER. A professional engineer registered to practice in the State of Maryland.
- 1-10 EXISTING MAIN. Applications for a sewer connection will be accepted subject to there being an existing main in a right-of-way abutting the property for which application is made.

- 1-11 FIXTURE-UNIT VALUES. A set of values assigned to various plumbing fixtures that could contribute to a sewage system; used to measure the extent of such contribution, assuming one house to have total fixture-unit values of 24 or less.
- 1-12 FRONT-FOOT BENEFIT CHARGE. A charge against a piece of property, unimproved or unimproved, that benefits from having ready access to a water and/or sewer main.
- 1-13 GARBAGE. Solid wastes from preparation, washing and dispensing of food, and from handling, storage and sale of produce.
- 1-14 HEXANE OR FREON SOLVABLE MATERIALS. Fats, grease or oils extractable from wastes in accordance with standard laboratory procedures.
- 1-15 HOUSE CONNECTION. Private water or sewer connection; private connections; sewer or water connection; that part of the water or the sewer system on private property extending normally from Town's water meter setting or sewer cleanout location at the property line to the house or building it serves; that part of the water or sewer system constructed and maintained by the property owner.
- 1-16 IMPROVED PROPERTY. Any property on which there is a building in which potable water is used and/or sewage is generated.
- 1-17 INDUSTRIAL WASTES. Sewage from improved property used for manufacturing, processing, cleaning, laundering, assembling, etc., from which waste is discharged distinct from normal water-carried household and toilet wastes.
- 1-18 mg/L. Milligrams per liter; a measure of concentration.
- 1-19 MANHOLE. A structure designed to provide access to the sewer.
- 1-20 MAINS. Sewer mains, water mains; the Town-owned piping in public streets, alleys, and right-of-ways.
- 1-21 ph. An indication of the degree of acidity or alkalinity of substance; the logarithm of the reciprocal of the concentration of hydrogen ions, expressed in grams per liter or solution.

- 1-22 PERSON. Any individual, firm, company, association, society, corporation, group, or other private or public entity.
- 1-23 PRETREATMENT. The reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutants properties in wastewater to a less harmful state prior to, or in lieu of, discharging, or otherwise introducing such pollutants into the public sewage system.
- 1-24 PROPERLY SHREDDED GARBAGE. The wastes from the preparation, cooking and dispensing of food that has been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than one half (1/2) inch (1.27 centimeters) in any dimensions.
- 1-25 PUBLIC SEWER. The sewer system owned, controlled, administered, maintained and used by the Town of North Beach.
- 1-26 PUBLICLY OWNED TREATMENT WORKS (abbreviated POTW). Any sewage treatment works and the sewers and conveyance appurtenances discharging thereto, owned and operated by, or used by, the Town of North Beach.
- 1-27 SANITARY SEWER. A sewer which carries wastewater and to which storm, surface and ground waters are not intentionally admitted.
- 1-28 SERVICE CONNECTION. Service lateral; the public sewer or water lateral on Town property or right-of-way, from the sewer or water main to near the property line; that part of the system constructed and maintained by the Town.
- 1-29 SEWAGE. Normal water-carried household and toilet wastes from improved property.
- 1-30 SLUG. Any discharge or wastewater having a concentration of any given constituent sufficiently above the average and for a period to be considered harmful to the collection system or the performance of the POTW.
- 1-31 STANDARD LABORATORY PROCEDURE. The procedures outlined in Standard Methods for the Examination of Water and Wastewater, latest addition as published by the American Public Health Association, the American Water Works Association, and Water Pollution Control Federation.

- 1-32      SUSPENDED SOLIDS.      Solids that either float on the surface or are in suspension in water, sewage, or other liquids, and which are removable by laboratory filtration.
- 1-33      TOWN.      The Town of North Beach, Maryland, its Officials and/or its duly authorized representatives.
- 1-34      TOXIC SUBSTANCE.      Any substance, gaseous, liquid, or solid, which when discharged to a sewer may tend to interfere with any waste treatment process, or to constitute a hazard to human beings or animals, or to damage aquatic life or to create a hazard to recreation in the receiving water of the effluent, should this toxic substance pass through the treatment process.
- 1-35      USER CHARGE.      A quarterly charge billed to and payable by, property owners connected to the Town's sewer and/or water facilities.
- 1-36      WASTEWATER.      A combination of the water-carried wastes from residences, business buildings, institutions, commercial and industrial establishments, together with such ground, surface and storm waters as may be present.
- 1-37      WASTEWATER WORKS.      All facilities for collecting, pumping, treating, and disposing of wastewater.

## SECTION 2 - CONNECTION REGULATIONS - WATER & SEWER

2.1 GENERAL. When water or sewer facilities are completed, the Town will give all abutting property owners notice to connect all plumbing fixtures to the respective water meter or sewer connections provided. Property owners shall have six months to comply with the notice. Failure to comply within six months will permit the Town to enter the premises and have the work done at the property owner's expense. In addition, the property owner is subject to a fine (see Appendix "A") for each day beyond the six months term that he is not connected to the water and/or sewer system. The property owner shall also be subject to payment of all regular Connections and User Charges as outlined elsewhere herein, whether connected or not connected to the water or sewer main.

2.2 APPLICATION AND PERMIT. When the property owner is ready to connect to the water or sewer system, he shall complete an "Application and Permit for Water or Sewer Connection" (see Appendix) in duplicate and make a payment to the Town in an amount equal to the Capital Connection Charge the estimated Connection Fee and the Permit Fee. At the time of application, the Town will estimate the cost of the Connection Fee. The applicant will pay to the Town the full estimated cost of the connection prior to the permit being issued. After the Town has completed the connection any amount of the estimated Connection Fee in excess of the actual cost to the Town will be returned to the applicant. Similarly, any actual costs in excess of the estimated connection fee must be paid by the applicant. The actual cost to the Town to make the connection shall include but not be limited to labor, equipment, materials, subcontract services, engineering fees or any other cost directly incurred by the Town in making the required installation. When the application is approved by the Town the duplicate copy shall be returned to the applicant (or his plumber) and becomes the permit to make the connections. The permittee (or his plumber) shall notify the Town when the installation is complete but before the trench is backfilled. The Town will inspect the installation and witness any test called for in these regulations or which are required by the Town. All inspection and testing results shall be recorded on the Town's copy of the permit. Work backfilled without inspection and approval shall be uncovered for inspection at the expense of the property owner. Improper workmanship shall be remedied and unsatisfactory material shall be replaced as ordered by the Town. When this occurs, the work shall again be inspected and a reinspection fee may be required.

2.3 ABANDONED FACILITIES. All cesspools, sink drains and privies located on properties connected to sewers provided by the Town shall be abandoned, closed and filled, and left in a sanitary condition so that no odor or nuisance shall arise therefrom.

2.4 BACKFILLING OF TRENCHES. Trenches for private connections (house connections) shall be backfilled in a satisfactory manner. The backfilling material shall be free of ashes, put recyclable material, large stones, or other material of an unsatisfactory nature. The backfill material shall be compacted by means of mechanical tamper and/or compactor. The Town's inspector must approve the pipe work before any backfilling is done.

2.5 CONTROL MANHOLE. A control manhole, or manhole, or manholes, shall be constructed at suitable and satisfactory locations and be built in a manner approved by the Town and shall be accessible to the Town's representative at all times for sampling.

2.6 SECURITY DEPOSIT. A security deposit may be required. It will be returned to or credited to the Owner's account by the town, without interest, when, in the opinion of the Town, the applicant has established a record of prompt payment of charges for water or sewer (normally after one year).

2.7 HOUSE CONNECTION. The Town requires that all work on private water and sewer connections be performed by or under the supervision of a registered master plumber licensed to do plumbing work in Calvert County.

## SECTION 2 - CONNECTION REGULATION-WATER AND SEWER.

2.8 MULTIPLE STRUCTURES. Where more than one structure exists on a single piece of property, and in the judgement of the Town, the single piece of property might someday be subdivided, a separate sewer and water connection will be provided for each structure, and a separate application and permit will be required for each structure. The exception to this policy are trailer parks, motels, apartment developments and similar developments. The Town reserves the right to review all requested exceptions on a case by case basis and decide on when the exception should be approved.

2.9 PRIVATE PUMPING. Sewer main elevations are not always low enough to permit gravity flow from the structure receiving service. In these cases, the property owner must provide pumping facilities at his own expense to discharge sewage into the sewer lateral.

2.10 CROSSING ANOTHER'S PROPERTY. A private water or sewer connection (house connection) across the property of another privately-owned property will not be permitted unless the Town is provided with a properly executed copy of an agreement between the two property owners involved.

2.11 SERVICE AREA. The service area for the Town's water and sewer system shall include all areas or properties which abut a street of right-of-way which contains a public water or sewer main. Any structure in which potable water is consumed or in which sanitary sewage is generated must be connected to the public water and/or sewer facility if it is less than 200 feet from the closest point to the public water or sewer. It shall be unlawful for any person owning any property with a building located less than 200 feet from the closest point to the public water or sewer facilities in the service area to erect, construct, use or maintain, or cause to be erected, constructed, used or maintained, any privy, cesspool, sinkhole, septic tank or other receptacle on such premises or otherwise for receiving sanitary sewage or otherwise at any time to erect, construct, use or maintain any pipe, conduit, drain or to their facility for the discharge of sanitary sewage into any gutters of the Town, any storm sewers of the Town, or upon public or private property or otherwise, except into the Town's Sewer System. Similarly, no private water supply, treatment or distribution facilities will be allowed for properties within the aforementioned 200' distance.

2.12 DISCLAIMER. The Town shall not be liable for a deficiency or failure of service when occasioned by emergency, required repairs, or failure from any cause beyond its control. The Town reserves the right to restrict the use of sewer and water service whenever the public welfare may require it. In consideration of the right to connect to the Sewer and Water Systems, the Town shall not be liable for any damage or expense resulting from leaks, stoppages or defective plumbing or from any other cause occurring

SECTION 2 - CONNECTION REGULATIONS - 2.12 DISCLAIMER CONTINUED.

to any premises or within any building and it is hereby expressly agreed by all persons making connection with the Sewer and Water System that no claims shall be made against the Town on account of the breaking or stoppage of, or any damage or expense to, any house connection where the cause thereof is found to be in such house connection .

2.13 DISCONTINUANCE OF SERVICE. Water or Sewer service may be discontinued by the Town for any one of the Following reasons:

1. Misrepresentation in application for water or sewer services.
2. Molesting Town property or seals on appliances or meters.
3. Non-payment of bills beyond 30 days.
4. Cross-connecting service pipes with prohibited facilities including storm drainage pipes.
5. Refusal of reasonable access to the property to determine user charges.
6. Violations of these Town's Rules and Regulations for Sewer and Water Service.

2.14 ENTRY FOR INSPECTION. The Town shall have the right to enter and inspect any part of any premises served by its sewer or water, upon which there may be reason to believe that violations of the requirements of these Rules and Regulations have occurred or are likely to occur for the purpose of ascertaining facts as to such violations or suspected violation, or for obtaining samples of wastes, or substances or for inspecting devices provided to exclude such prohibited discharges.

2.15 CORRECT ADDRESS REQUIRED. All persons connected to the water and sewer system must give the Town their correct address. Failure to receive bills will not be considered an excuse for non-payment nor permit an extension of the period during which bills are payable with such period.

SECTION 2 - CONNECTION REGULATIONS-WATER AND SEWER

2.16 DETERMINATION OF SIZE. Fixture unit values as given in the North Beach Plumbing Code designate the relative load weight of different kinds of fixtures. The values shall be employed in estimating the total load carried by a private connection (house connection). The maximum number of fixture unit values that may be connected to a given size private sewer connection is as follows:

Maximum No. of Fixture Units For:

<u>Diameter of Pipe</u>	<u>1/8" Fall Per Foot</u>	<u>1/4" Fall Per Foot</u>	<u>1/2" Fall Per Foot</u>
4 inches	180	216	250
5 inches	390	480	575
6 inches	700	840	1,000
8 inches	1,600	1,920	2,300

(Note: This table is based on gravity flow in drains one-half full, it having been found that full practical capacity is reached at approximately that point on account of air trapped in sanitary house drains.)

2.17 HARMFUL SUBSTANCE. Except as hereinafter provided, no person shall discharge, or cause to be discharged, any of the following described harmful wastes or waters to any public sanitary sewer:

- A. Any liquid or vapor having a temperature higher than 150 degrees Fahrenheit (65oC).
- B. Free or emulsified freon or hexane soluble materials that are not readily biodegradable shall be limited on analysis to an average of 50 mg/1 of either or both. Where oil or greases are of the nature that they will solidify at temperatures of normal wastewater and it is probable that they will collect in the sewer lines and contribute to the clogging, or can overload skimming and grease handling equipment, or interfere with the treatment process, the following additional restrictions shall be required:
  - (1) Grease interceptors, as defined in the County Health Department Regulations and in the North Beach Plumbing Code.
  - (2) Routine servicing is required and records maintained of all grease removed and be available to the Town at any time. These records shall be maintained and kept for the latest two year periods.
  - (3) Grease and/or oil must be taken to a suitable disposal site other than the wastewater treatment facility and must not be mixed directly with any sanitary sewage.

SECTION 2 - 2.17 HARMFUL SUBSTANCE CONTINUED.

- (4) No grease and/or waste contained within any commercial cook area or automotive service area is to be discharged into any sanitary collection system. All grease and/or oil waste must be reprocessed by commercial reprocessors. Records of the number of pounds recycled will be maintained by the owners or operators and be readily available for the Water and Sewerage Division at any time. These records shall be maintained and kept for the latest two year period. Grease and/or oil from private residences and others that handle less than 75 lbs/yr. must contain such material and dispose of such containers in appropriate landfills within Calvert County boundaries.
- C. Any liquids, solids or gases which by reason of their nature of quality may cause fire or explosion, or be in any other way injurious to persons, to the wastewater works or to the operation of these works.
- D. Any noxious or malorous gas or substance, which either singly or by interaction with other wastes is capable of creating a public nuisance or hazard of life preventing entry into sewer for their maintenance and repair.
- E. Any garbage, other than that which has been properly shredded. The installation and operation of any garbage grinder equipped with a motor of three fourths (3/4 horsepower (0.76 hp metric)) or greater shall be subject to the review and approval of the Town.
- F. Any ashes, cinders, sand, mud, straw, shavings, metal, glass, bones, feathers, hair and fleshing and whole blood, rubber, tires, plastic, wood, paunch manure, butchers' offal, or any other solids or viscous substances capable of causing obstruction to the flow in sewers or other interference with the proper operation of the wastewater works.
- G. Any water or waste having a pH lower than 5.5 or higher than 10.0 or having any corrosive property capable of causing damage or hazards to structures, equipment, or personnel of the wastewater works or effecting the biological treatment of the waste.
- H. Any water or wastewater containing toxic substance in quantities which might be harmful or detrimental to the treatment process. The following substances are not permitted in concentration above those listed. By amendment to these regulations, restrictions may also be placed on other substances, or the present concentration limits revised, when it is known that the presence of these substances or concentrations at a treatment plant is sufficient to adversely affect any portion of the treatment process.

SECTION 2 - 2.17 HARMFUL SUBSTANCE CONTINUED.

<u>Substance</u>	<u>Maximum Allowable Concentration (mg/l)</u>
Arsenic as AS	0.5
Cadmium as Cd	0.4
Chromium (Hexavalent)	0.2
Copper as Cu	1.0
Cyanides or cyanongen Cpds. as CN	0.1
Leads as Pb	0.5
Mercury or Mercury Cpds. as Hg	0.5
Nickel as NI	2.0
Phenols or Phenolic Cpds.	5.0
Zinc as AN	5.0

- I. Radioactive materials shall not be discharged.
- J. Any unusual volume of flow or concentration of waste constituting a "slug".
- K. Any waters or wastes containing substances which are not amendable to biological treatment or reduction by the sewage treatment processes employed, or are amendable only to such a degree that the wastewater treatment plant effluent cannot meet the requirements of other agencies having jurisdiction over discharge to receiving wasters.
- L. Excessive discoloration (such as, but not limited to, dye wastes and vegetable tanning solutions), such that the wastewater treatment plant effluent does not meet State or Federal requirement.
- M. A 5-day 20 degree centigrade B.O.D. greater than 300 mg/l.
- N. A chemical oxygen demand greater than 500 mg/l.
- O. A suspended solids content greater than 300 mg/l.
- P. A chlorine demand greater than 25 mg/l.
- Q. Other wastes in such concentrations as may offer possibilities of harm to structures, processes, operation or capacity of the wastewater works.

2.18 INDUSTRIAL WASTE APPLICATION. Any person desiring to make a new connection to the Town's sewage system for the purpose of discharging industrial wastes shall file with the Town an industrial waste application which shall furnish pertinent or predicted data, including quantity of flow and an analysis of the industrial waste to be discharged.

2.19 PROHIBITED WASTES. The following restrictions are applicable to users of all sewers a part of, or tributary to the Town's sewer system. If there is evidence that a user is discharging any of the following prohibited wastes, the Town may require the user, at the user's cost, to collect samples and have them analyzed by a qualified laboratory to determine if the discharge is within the limits of these regulations.

SECTION 2 - 2.19 PROHIBITED WASTES CONTINUED.

- A. No person shall discharge or cause to be discharged into any sewer any of the following: storm water; surface water; ground water; roof run-off; subsurface drainage; cooling water; or unpolluted industrial or commercial process water.
- B. The discharge into sanitary sewers of cooling water from airconditioning units, 3 tons of refrigeration and larger, is prohibited.
- C. Any grease, fatty material, offal, or garbage on a commercial basis that is not first approved by the Town.
- D. Any stone dust, sand, dirt, gravel, sawdust, metal filings, broken glass, or any material which may cause or create an obstruction in the sewer.
- E. Gasoline, benzene, fuel oil or any petroleum products or volatile liquids.
- F. Milk or any liquid mild waste products in quantities in excess to ten gallons during each 24-hour period.

2.20 SAMPLING AND ANALYSIS. Samples shall be a 24 hour composite sample so as to be a truly representative sample of the actual quality of wastes. Samples, for analysis, must be collected by an Engineer, a chemist, their representative, or authorized personnel of the Town. An analysis shall be made by a laboratory approved by the Town, using the laboratory methods for the examination of industrial waste as set forth in the latest edition of, Standard Methods for Examination of Water and Wastewater, as published by the American Public Health Association. Sampling schedules will be determined by the Town and all sampling costs will be borne by the user.

### SECTION 3 SEWER CONNECTION REQUIREMENTS.

3.1 GENERAL. This section contains specific requirements governing this installation of sanitary sewer house or building connection and certain regulations governing the use of the Town's sanitary sewer system once service has been initiated.

3.2 COMPLIANCE WITH PLUMBING CODE. The size, slope, alignment, and materials of construction of a house connection and the methods to be used in excavating, placing of pipes, jointing, testing and backfilling the trench, shall all conform to the requirements of this Section 3, and to the Building and Plumbing Codes or other applicable rules and regulations of the Town. In the absence of applicable provisions, or in amplification thereof, the materials and procedures set forth in appropriate specifications of the American Standard Testing and Materials (ASTM) and the Water Pollution Control Federation (WPCF) Manual of Practice #9 shall apply. In cases of conflicts, the more stringent requirement shall apply.

### 3.3 MATERIAL REQUIREMENTS - PIPE AND JOINTS.

- A) PVC gravity sewer pipe conforming to ASTM D-3034 and shall be SDR-35 with water tight rubber gasketed joints conforming to ASTM D-1896
- B) PVC gravity sewer pipe conforming to ASTM D-1785 and shall be Schedule 40 with solvent weld joints.
- C) Extra heavy cast iron soil pipe conforming to ASTM A-74 with rubber gasketed joints conforming to ASTM C-564.
- D) All fittings shall be compatible with the pipe material.
- E) All joints shall be water tight. Cement joints will not be allowed.

3.4 GRADE OF CONNECTION. The private connection (house connection) shall be installed at a uniform slope but at slopes not less than one-fourth (1/4) inch per lineal foot, which slope may be reduced to not less than one-eighth (1/8) inch per lineal foot where conditions necessitate and approved by the Town.

3.5 DEPTH OF COVER. Whenever possible, the private sewer connection (house connection) shall be brought to the building below the basement or cellar floor. Private connections shall have a minimum cover of 2 feet, 6 inches unless otherwise approved by the Town. If rock or other conditions necessitate a covering of less than 2 feet, ductile iron pipe or extra heavy cast iron soil pipe shall be used. Under driveways and parking areas where the cover over the

## SECTION 3 - SEWER CONNECTION REQUIREMENTS.

### 3.5 DEPTH OF COVER CONTINUED.

pipe is less than 3 feet, 6 inches ductile iron pipe or extra-heavy cast iron soil pipe shall be used or non-metallic pipe may be used if encased in concrete 6 inches from the top, sides and SECTION 3 - bottom of the pipe. All pipe installed under a stream shall be encased in concrete for a length equal to the width of the streams plus 5 feet on both sides of the stream.

3.6 CHANGES IN DIRECTION AND CLEAN OUTS. All changes in direction of the connection shall be made with long-radius one-sixteenth (1/16) bends, or Y-branch fittings, except when manholes are installed. Connections between the private connection and the public connection shall be made at a clean out installed by the Town. The connection must be made by the property owner to the upstream end of the Y-branch installed by the Town as part of the Clean Out. Private connections shall be laid in as straight a line as possible, with proper fittings and cleanouts. It is recommended that cleanouts be installed at intervals of not less than 50 feet for 4-inch pipe and not less than 100 feet for larger sizes, and manholes at intervals of 300 feet. It is further recommended that cleanouts or manholes be placed at every horizontal change of direction of 45 degrees or more.

3.7 SANITARY AND STORM WATER SEWERS. When separate systems of sanitary and storm drainage are installed on the same property, the private sanitary connection (house connection) and the private storm water connection may be laid side by side in one trench. In NO case shall they be interconnected. Rain water leaders, outdoor area drains or any pipe conveying stormwater or ground water shall NOT be connected to the private sewer connection.

3.8 SEWER IN FILL AREAS. A private connection installed in fills or unstable ground shall be of ductile iron or cast iron soil pipe (extra-heavy), except that non-metallic pipe may be laid upon a concrete pad not less than 4 inches thick and 12 inches wide throughout the length of the trench.

3.9 PROTECTION OF SEWERS. The ends of all private sewer connection pipes not immediately connected to the Town's lateral are to be securely closed against the possibility of soil or water or other matter entering the pipe.

### SECTION 3 - SEWER CONNECTION REQUIREMENTS.

3.10 OLD HOUSE SEWERS. Pipes that formerly went to septic tanks may be used with the new private sewer connection only when they are found to be cast iron and, on examination and test, to conform in all respects to the requirements herein governing new private sewer connections. The Town will notify the owner of what changes are required, to conform with the current, requirements set forth in this manual.

3.11 INTERCEPTOR. Grease, oil and sand interceptors shall be provided when, in the judgement of the Town, they are necessary, for the proper handling of liquid wastes containing grease, flammable wastes, sand, and other ingredients harmful to the private sewer connection, public sewer connections, sewer main, pumping station, or sewage treatment plant or processes. In all cases, restaurants must install grease traps and regularly maintain same.

3.12 CONNECTIONS BETWEEN DISSIMILAR PIPES. All connections between dissimilar sizes and types of pipe shall be made with a manufactured fitting specifically intended for the type of connection to be made. The connection shall be watertight.

3.13 INSPECTIONS AND TESTING. No sewer connection shall be covered until it has been inspected, tested, as provided herein, and approved. If any part of a sewer connection is covered before so being inspected, tested and accepted, it shall be uncovered for inspection and tested at the cost and expense of the Owner of the improved property. Every sewer connection shall be tested by filling the same with water, completely, so that every sections shall be tested with not less than a ten (10) foot head of water. Water shall be kept in the sewer connection for fifteen (15) minutes before inspection starts and no leakage shall be observed at the time of inspection. Upon approval of the test of a sewer connection by the Town's Inspector, a certificate of approval will be issued to the Owner of the improved property installing the sewer connection. The Town's Inspector shall observe all testing. All equipment and material required for testing shall be furnished by the owner of the improved property to be connected to a sewer. In the event that a sewer connection does not pass the required test, further test or tests shall be made following completion of necessary corrections. A reinspection fee may be charged by the Town for observation of each test subsequent to the initial test.

3.14 OWNERS OBLIGATION. All sewer house connections to the premises served, whether located in private right-of-way or in streets shall be constructed at the expense of, and by the applicants, and shall be, and remain, the property of the applicants, and shall be maintained by them in safe operating condition and good repair under penalty of discontinuance of service by the Town.

#### SECTION 4 - WATER SERVICE REQUIREMENTS.

4.1 GENERAL. This section contains specific requirements governing the installation of water service connections and certain regulations governing the use of the Town's water system once service has been initiated.

4.2 COMPLIANCE WITH PLUMBING CODE. All water service connections shall conform with the current Town of North Beach Plumbing Code or the requirements set forth in this manual. In cases of conflicts, the more stringent requirements shall apply.

4.3 WATER SERVICE LATERALS. ~~The Town will connect all new laterals to its water mains.~~ It shall furnish, install and maintain all water service lines from the water main to, and including the curb stop, water meter and meter vault for water service in the vicinity of the owner's property line.

4.4 WATER CONNECTIONS. All water service lines from the curb stop or water meter pits to the premises served, whether located in private right-of-way or in streets shall be constructed at the expense of and by the applicants and shall be and remain the property of the applicants and shall be maintained by them in good condition and repair under penalty of discontinuance of service by the Town.

4.5 DISCONTINUANCE OF SERVICE BY TOWN. Whenever it shall be found that a service installation has been made contrary to these rules, regulations and specifications or in any manner other than that approved by the Town, the service shall be disconnected and removed. Service shall not again be supplied until the service installation is made according to these rules, regulations and specifications, and all expenses and damages shall be paid by the applicant or their successors.

#### 4.6 MATERIAL REQUIREMENTS.

- A) Seamless copper water tubing conforming to ASTM D-88, Type K soft and AWWA 75-CR with flared fittings.
- B) PVC Schedule 40 pipe conforming to ASTM D-1784 with solvent weld joints.
- C) PVC pressure pipe, minimum pressure rating 160 psi, SDR 21 for 3/4" and SDR 26 for 1" and larger, and conforming to ASTM D-2241.
- D) Cement lined ductile iron pipe - minimum thickness class 51 conforming to ANSI A21.51.
- E) All fittings shall be approved for potable water use and be compatible with the type of pipe material used.

SECTION 4 - WATER SERVICE REQUIREMENTS CONTINUED.

4.7 INSTALLATION.

- A) Water services shall be installed at a depth not less than thirty six inches (36").
- B) If the building sewer is installed in the same trench as the water service, the sewer pipe material shall be durable, corrosion resistant, and so installed as to remain watertight and root proof, and the water service line must be seamless and separated from the sewer line by a minimum of 12" of suitable fill material.
- C) Trenches for water services shall be backfilled in a satisfactory manner. The backfilling material shall be free of ashes, put recyclable material, large stones, or other material of an unsatisfactory nature. The backfill material shall be compacted by means of mechanical Tamper and/or compactor. The Town's Inspector must approve the work before any backfilling is done.
- D) All connections between dissimilar sizes and types of pipe shall be made with a manufactured fitting specifically intended for the type of connection to be made. The connection shall be pressure tight.

4.8 USE OF EXISTING WATER PIPES. Pipes that formerly went to wells or other supply sources may be used with the new water service only when they are found to conform in all respects to the requirements herein governing new water services. The Town will notify the owner of what changes are required to conform with the current requirements set forth in this manual.

4.9 INSPECTION AND TESTING. No water service shall be covered until it has been inspected, tested, as provide herein, and approved. If any part of a water service is covered before so being inspected, tested and accepted, it shall be uncovered for inspection and tested at the cost and expense of the Owner of the improved property. Every water service shall be pressure tested by connection to the town's water lateral. If any leakage is observed, the water service shall be disconnected and leaks fixed prior to retesting. Upon approval of the test of a water service by the Town's Inspector, a certificate of approval will be issued to the Owner of the improved property. The Town's Inspector shall observe all testing. All equipment and material required for testing shall be furnished by the owner of the improved property to be connected to a water service. A reinspection fee may be charged by the Town for observation of each test subsequent to the initial test.

SECTION 4 WATER SERVICE REQUIREMENTS CONTINUED.

4.10 OWNER'S OBLIGATION. Every water service to any improved property shall be maintained in a sanitary and safe operating condition by the owner of such improved property.

4.11 OTHER SOURCES OF SUPPLY. Consumers connected to the Town's water system shall not connect water supplies from other sources (such as, but not limited to, well) to their water system. The offer to use or the use of protective devices of any kind is not a basis for an exception from the provision of this rule.

4.12 NON-RESIDENTIAL USERS. Services to establishments such as public buildings, churches, apartment building, commercial and industrial establishments, shall be installed on the basis of respective detail installation plans and specifications furnished by the applicant and approved by the Town.

4.13 CHANGES IN DEMAND. Any increase in size of meter required after the initial installation will be at the owner's expense, in accordance with the Town's prevailing prices. In cases where a meter is substantially oversized, the Town may require the property owner to have a smaller meter installed.

4.14 METER TESTS. Should any customer of the Town's water system doubt the correctness of the water meter readings, the customer may have said meter tested upon written application to the Town and by making a deposit, as indicated in the fee and rate schedule, to defray the cost of said meter test. Should such accuracy test show that the meter in question registers less than 104% of the actual flow, the customer shall bear the cost of said test. On the other hand, should the test show said meter to be registering a flow of more than 104% of the actual flow, the required deposit shall be refunded, and the entire cost of the test in this latter event shall be borne by the Town.

4.15 UNPERMITTED CONNECTIONS. Connections or outlets between the Town's water main and meter will not be permitted.

4.16 TEMPORARY SHUT OFF. The Town reserves the right to shut off water in the mains, at any time, for the purpose of making repairs or extensions, or for other necessary purposes, and will endeavor to give due notice except in cases of breaks and emergencies. The Town shall not be liable for a deficiency or failure in the supply when occasioned by shutting off water to make repairs or connections, or failure from any cause beyond its control.

SECTION 4 - WATER SERVICE REQUIREMENTS - 4.17 FIRE SERVICE  
CONTINUED.

4.17 FIRE SERVICE. Whenever the Town facilities are capable, in the opinion of the Town, of providing fire protection and whenever proper application has been made and fees paid by a property owner, the Town shall be willing to make such service available. The Town does not assume any liability as insurer of property or persons and a customer receiving fire service will not be entitled, in the event of a fire, to any service, pressure, capacity or facility other than that available at the time. The Town shall not be liable for any damage or injury to any persons or property by reason of any fire, water, failure to supply water or pressure or capacity or lack thereof, due to any cause beyond the reasonable control of the Town. The maximum size of any sprinkler service connection shall be approved by the Town. In no event will the Town allow a connection to its system which would seriously jeopardize the fire protection of other customers connected to the system.

The Town shall be responsible for the installation and maintenance of the line between the main and the customers property line. The installation and maintenance of the line between the property line and the customer's building shall be the responsibility of the customer. The installation of the sprinkler system must be made in accordance with the Town's requirements. Use of water from the sprinkler system for plant use, lawn sprinkling, or for any other purpose whatsoever is forbidden, except in case of fire and for testing purposes or in cases where such use is metered through a detector check valve with a Town owned meter installed. Testing shall be made only with an authorized agent of the Town present. The Town requires a two working day advanced notice of all testing by the Customer.

No charge will be made for water used for fire or test purposes. Owners will be responsible for any consumption of water caused by unauthorized use or leakage from the sprinkler system.

4.18 MULTIPLE SERVICES TO SINGLE SITE. When requested by the Owner and approved by the Town, multiple services will be permitted on a single property which contains multiple uses (e.g. several businesses). Each service must be metered by a separate meter and the service line to the building must not be interconnected with any other service lines on the property. Each metered service on a single property will be considered and billed as a separate service.

## SECTION 5 - FEES AND USER CHARGES

5.1 GENERAL. The Town of North Beach has established various fees and user charges for the use of its water and sewer facilities. Under this section a description has been provided of each of the fees or charges. Appendix "A" contains the schedule of the current established amounts for each of the fees or charges. The Town will, from time to time, alter the amounts of the various fees and charges to meet its budgetary needs to provide sewer and water service.

### 5.2 INITIATION FEES.

- A) CAPITOL CONNECTION CHARGE: This is a one time charge that the Town will collect prior to initiating water and/or sewer service. This fee must be paid at the time of application for service. There will be no capital connection charge assessed on residential properties developed prior to 1989.
- B) CONNECTION FEE: This is a one time charge to reimburse the Town. The cost shall include pipe, excavation, backfill, road repairs, cleanout, meter, meter pit, curb stop and box and all necessary services to make the lateral installation. At the time of application, the Town will estimate the cost of the Connection Fee. The applicant will pay to the Town the full estimated cost of the connection prior to the permit being issued. After the Town has completed the connection, any amount of the estimated Connection fee in excess of the actual cost to the Town will be returned to the applicant. Similarly, any actual costs in excess of the estimated connection fee must be paid by the applicant.
- C) SECURITY DEPOSIT: A security deposit may be required. It will be returned to or credited to the Owner's account by the town, without interest, when, at the discretion of the Town, the applicant has established a record of prompt payment of charges for water or sewer service ( normally after one year).
- D) FRONT-FOOT BENEFIT CHARGE: In those instances where the Town or others install new water or sewer mains, the Town, may assess the property owners whose property adjoins the new facilities on a front-foot basis. The front-foot assessment will be based on the factors such as cost of installation, number of users benefiting, sizes and shapes of properties which adjoin the new water and/or sewer facilities and other factors which the Town deems appropriate at the time the new facilities are installed.

## SECTION 5 - FEES AND USER CHARGES CONTINUED.

5.3 USER CHARGES. Major items for which User Charges are necessary include labor for operation and maintenance of the sewage treatment and water supply facilities, pumping stations, water mains, force mains and sewers; cost of chemicals; power costs; administrative, engineering and legal costs and the cost of preparing and mailing bills. Unless otherwise provided for, user charges for potable water will be a function of the amount of water consumed through the water meter. All water passing through a meter shall be charged for at the regular rate, and no allowance will be made for excessive consumption due to leaks or waste. User charges for sewer service will be a function of a percentage of the amount of water consumed through the water meter, thereby allowing for a percentage of water used that does not enter the sewerage disposal system. Such percentage shall be as established by the Town.

### 5.4 SPECIAL CHARGES

- A) REINSPECTION: When the Town must reinspect any private sewer or water facilities after the initial inspection, a reinspection fee may be charged to the property owner.
- B) FLAT RATE FOR SEWER SERVICE: In instances where sewer service is provided without benefit of water metering records, the Town will set a flat rate user charge based on other factors such as fixture units, number of occupants, etc.
- C) METER TEST: See section 4 for explanation.
- D) TEMPORARY DISCONTINUANCE OF WATER SERVICE: W h e n requested by the property owner, the Town will temporarily turn off water service and turn it back on for a flat fee. The water will not be turned on unless the customer's account is paid in full at the time re-start of service is requested. During the period when the water service is discontinued at the property owners request, the owner will still be responsible for the payment of minimum water and sewer use fees, as well as sewer user benefit fees.
- E) PRIVATE FIRE HYDRANT: The Town will install a fire hydrant on private property for a fee to be billed yearly. No water other than that needed for fire fighting purposes shall be taken from the hydrant without benefit of being metered - see next item.

SECTION 5 - FEES AND USER CHARGES CONTINUED.

- F) TEMPORARY WATER: Temporary water service for construction or other uses shall be taken from fire hydrants or other taps on the Town water system through a meter to be provided by the Town. A deposit is required for the use of a portable meter that will be required in this instance.
- G) SPRINKLER SERVICE: For buildings with sprinkler systems the owner will pay a flat quarterly or monthly fee. If water is consumed off the same supply pipe that is used for the sprinkler system then the owner must install a detector check valve to be used in conjunction with the Town's supply meter.
- H) STORM DRAINAGE PENALTY: A penalty shall be assessed for discharging rainwater or groundwater into the Town's sanitary system.
- I) TURN ON CHARGE: When water has been turned off from any premises for the nonpayment of bill or for any other violation of the Town's rules and regulations, a charge payable in advance will be made before again turning on the water.
- J) PENALTY FOR FAILURE TO CONNECT: See Section 2.

5.5 METER READING AND BILLING. All meter readings and billings are on a quarterly basis, except that meter readings and billings for commercial, institutional or industrial customers may be made on a monthly basis at the option of the Town.

5.6 LATE PAYMENTS AND DISCONTINUANCE OF SERVICE. Any water or sewer bills that remain unpaid after 30 days shall be assessed an additional interest penalty of 1 1/2% per month cumulative on the unpaid balance. In addition, the Town reserves the right to discontinue service to any customer who has an unpaid account balance beyond 30 days.

5.7 LIEN ON REAL ESTATE. All charges and rates outlined above constitute a lien on the real estate served, collectable in the same manner as Town taxes by legal action. All costs incurred by the Town, including reasonable attorney fees to collect overdue accounts, shall become the responsibility of the property owner.

5.8 NOTICE REQUIRED TO DISCONTINUE SERVICE. The Town will presume service is being rendered from the time the water is turned in, at the request of the customer, until said customer gives notice to the Town to discontinue the service.

4-93 updates

DD:  
BILLING FOR  
METER READINGS  
WILL BEGIN ON  
THE DATE OF  
INSTALLATION  
OF THE METER  
EFFECTIVE

SECTION 5 - FEES AND USER CHARGES CONTINUED.

5.9 OUT OF TOWN CUSTOMERS. Any customer obtaining water or sewer service outside the Town limits and which customer is not covered by any existing inter-municipal service agreement, shall pay fees and rates listed times 150%.

5.10 EXEMPTIONS. The Town may permit at its discretion, a temporary exemption from front-foot benefit charge for all or any portion of property temporarily unsuitable for improvement because of inadequate depth of sewer, inadequate depth of the property, or any other unusual shape or circumstance.

5.11 SCHEDULE OF CHARGES. A schedule of Front-Foot Benefit Charges may be revised and adopted from time to time by the town to reflect any adjustments to the capital expenditures to the system. A schedule of User charges may be revised and adopted from time to time by the Town.

5.12 CHANGES IN CHARGES AND RATES. The town reserves the right to increase or decrease any of the charges and rates based on the results of its operating and maintenance experience as well as its requirement to produce revenue for debt service, depreciation, and other necessary and proper expenses and reserves.

## SECTION 6 - FUTURE SEWER AND WATER EXTENSIONS.

6.1 EXTENSIONS WITHIN THE TOWN LIMITS. Some partially developed areas within the town were not provided with sanitary sewer or water facilities by the initial construction contract. As these areas become more fully developed and as funds become available, the Town may decide that it is desirable to extend the sewer or water system to provide service.

6.2 NORMAL EXTENSIONS. Normally, an extension of a water or sanitary sewer main shall be limited to 100 feet to pick up each new connection, and any extension in excess of 100 feet shall be at the expense of the property owner requesting the service. If the excess extension footage is, within five years, used for additional connections, then the cost of this excess footage will be refunded for each 100 feet of extension cost for each additional connection served.

6.3 EXTENSIONS FOR DEVELOPMENTS. The town will consider sewer and water system extensions for business, industrial, and residential developments when parties forwarding requests for service present the Town with a method of financing such sewer and water system extensions. No extensions will be approved unless there is sufficient supply, treatment plant, sewer collection system and/or water distribution system capacity for the new service areas. If funds are not available to the Town, the parties requesting the sewer or water extensions shall pay for the total cost. If sufficient funds are available the Town may participate in the cost up to any amount equal to the capitalized Front-Foot Benefit Charges accruing from the sewer system extension. If, however, the total cost will be paid by the parties requesting the extensions, such parties will not pay Front-Foot Benefit Charges.

6.4 EXTENSIONS OUTSIDE THE TOWN LIMITS. The Town may extend its sewer or water systems into areas outside of the Town limits when the property owners in the area shall agree to the charges and conditions that may be imposed by the Town. Such extensions shall be at the discretion of the Town.

6.5 EXTENSIONS WITHIN THE TOWN LIMITS. Some partially developed areas within the Town were not provided with sanitary sewerage facilities by the initial construction contract. As these areas become more fully developed and as funds become available, the Town may decide that it is desirable to extend the sewerage system to provide service.

6.6 MAINTENANCE. The town will own, administer and maintain all public sewer and water facilities constructed as part of all such extensions, and all other regulations and requirements of this Sewer Ordinance and the Plumbing Code of North Beach will apply to extensions made within the Town.

SCHEDULE OF EQUIVALENT DWELLING UNITS  
TOWN OF NORTH BEACH  
CALVERT COUNTY, MARYLAND

To be used in conjunction with computing Capital Connection Charges for Non-Single Family Residential.

<u>USE</u>	<u>No. Equivalent Dwelling Units</u>
Elementary School-each 40 Pupils Fraction Thereof	1
Middle/High School-each 20 pupils or Fraction Thereof	1
1 Trailer Space	1
1 Apartment	1
4 Motel/Hotel Units	1
1 Motel/Hotel Efficiencies (with Kitchen Facilities)	1
1 Retail or Service Store-up to 2,000 Square feet	0.5
1 Retail Store over 2,000 sq. ft. Each employees or Fraction	1
1 Supermarket Food Store - up to 5 Employees	1
1 Supermarket Food Store - Over 5 Employees	3
1 Barber Shop or Beauty Shop	1
1 Car Wash - Each Self Service Bay Each Tunnel Bay	1 4
1 Gas Station	1.5
1 Laundromat, each 4 washers or Fraction	1
Restaurant, Bar or Cocktail Lounge, Each 20 seats or Fraction	1
Doctor or Dentist Office	1
Veterinary Hospital	3

SCHEDULE OF EQUIVALENT DWELLING UNITS  
CONTINUED

Office Building, Each 8 Plumbing  
Fixtures or Fraction Thereof

1

Theaters - Each 100 Seats or Fraction  
Thereof

1

*Ordinance # 11-91*

AMENDMENT  
TO  
WATER & SEWER POLICY MANUAL

SECTION 4.19 WELLS WITHIN SERVICE AREA:

- (a) When any connection is made to the municipal water system, all pipes, lines and conduits from any well to the house, other connected building or structure of any type shall be permanently disconnected so that no interconnection is possible between the municipal system and said private system.
- (b) When connection is made to the municipal system all wells on the property shall be examined to determine whether it is polluted or will be a menace to health, or a danger to public safety. Should such a well be found to be polluted or a menace to health, or dangerous, it shall be closed in a manner satisfactory to the Town. This well closure shall be done at the well owners sole expense and shall comply with all applicable Town, County, State and Federal Regulations. If it is found that the well was closed in an unsatisfactory manner, the Town has the right to close, or cause to be closed said well and require the well owner to pay all associated costs. Such costs shall constitute a lien against said property. If wells are retained, the Town reserves the right to inspect and/or examine said wells by a representative of the Town to assure compliance with these regulation. Such inspections shall be unannounced and any attempt to delay or hinder theses inspections shall be sufficient cause to immediately terminate water service at the property owners expense.
- (c) No well for household use or for use as potable water shall be constructed on any property within the corporate limits of the Town of North Beach.
- (d) For each well retained for private use, the owner must notify the Town of their intent to retain the well for private use and the owner must obtain a permit and an inspection of same at time of disconnection from the house plumbing system. The Owner must also notify the Town if the well is abandoned and obtain inspection of same at such time.

- (e) Water from private wells may be used only for such purposes as watering lawns and gardens, washing boats or vehicles providing that the Town has been notified that the well is to be used for such purposes and the outlets from such wells are clearly marked that the water is not approved for human consumption, and the piping for the well is completely isolated from both the municipal water system and all plumbing connected in any way with the municipal water system.
- (f) Any interconnection, or attempt at interconnection between the municipal water system and any private system, shall be a misdemeanor, punishable to the maximum extent under Maryland law. In addition, the property owner shall be responsible for all costs incurred by the town to monitor, correct, and to prosecute for any damages incurred or potentially incurred as a result of this interconnection. The owners responsibility includes the costs of any legal actions brought against the Town due to this interconnection.

SECTION 420 BACKFLOW PREVENTION:

- (a) Each water house connection shall contain a backflow prevention device which is to be installed at a location as close as possible to the building side of the water meter and at a location approved by the Town. All water that is consumed on the property must flow through the backflow prevention device. For residential homes the device must be a dual check valve type similar to a Watts Regulation Mode No. 7. For commercial or industrial properties which use water for processing, cooking, sprinkler service and other activities deemed necessary by the Town, the back flow prevention device shall be similar to a Watts Regulator Model No. 709. Sprinkler systems must be protected by a separate backflow prevention device.

## APPENDIX A - FIXTURE UNIT VALUES

Following is a list of fixture-unit values for various plumbing fixtures:

TYPE OF FIXTURE	Fixture-Unit Value
Bathtubs	2
Sink and Tray with disposal unit	4
Sink and Tray with one tap	2
Sink and Tray with separate traps	4
Dental unit or cuspidor	1
Dental Lavatory	1
Drinking fountain	1/2
Dishwasher, domestic**	2
Floor drain	2
Kitchen sink, domestic	2
Lavatory	1
Laundry tray (1 or 2 compartments)	2
Shower stall, domestic	2
Showers (group) per head **	2
Sinks**	
Surgeon's	3
Flushing rim (with valve)	6
Urinal, pedestal	6
Urinal, wall lip	4
Urinal stall, washout	4
Urinal trough (each 6-foot section)	2
Wash sink ** (circular or multiple)	
Each set of faucets	2
Water closet, tank operated	4

Water closet, valve operated	6
Unlisted fixture drain or trap size:	
1 1/4" or less	1
1 1/2"	2
2"	3
2 1/2"	4
3"	5
4"	6
Commercial washer	24
Domestic washer	4

\* A shower head over a bathtub does not increase the fixture value.

\*\* Fixture-unit values for continuous or semi-continuous flow into a sewerage system, such as from a pump, sump ejector, air conditioning equipment, or a similar device, shall be computed on the basis of one fixture unit for each gallon per minute of flow.