

Town of Plainfield Water System Policies

Updated June 2023

Definitions:

In-law apartment: is a small living space that is part of or attached to a larger residence, often for housing parents or other relatives. It has its own separate kitchen and bathroom and windows, but it's typically smaller than a normal apartment. It can be located in the garage, above the garage, in the attic, in a wing, or in the basement. It is also called a mother-in-law apartment, an accessory apartment.

Apartment: isa room or a group of related rooms, among similar sets in one building, designed for use as a dwelling; a building containing or made up of such rooms; or any separated room or group of rooms in a house or other dwelling used by one person or one family.

Single-family dwelling: is a standalone, detached house used as a single dwelling unit. It's made to be a residence for one family, person or household but it must have its own land and no shared walls or utilities with other residences. It has a private entrance and direct street access and is built on land owned by the homeowner.

Outbuilding:a building, such as a shed, barn, or garage, on the same property but separate from a more important one, such as a house.

Tiny Home: Typically, tiny homes are between 100 and 400 square feet and is a standalone, detached house used as a single dwelling unit. It's made to be a residence for one family, person or household.

Condominium: a building or complex of buildings containing a number of individually owned apartments or houses, in which owners have full title to the individual apartment or house and an undivided interest in the shared parts of the property.

*Other definitions can be found in Town of Plainfield "Water System Ordinance"

CHAPTER I RESERVE CAPACITY ALLOCATION

1. Introduction to Reserve Capacity Allocation

The capacity of the Springs and Wells (Sources) is the property of the Town of Plainfield. The uncommitted reserve capacity of the Sources shall be allocated by the Commission in the manner described below. The Town of Plainfield has the ability to produce a certain amount of water from the Sources per day. If excessive capacity is allocated it would require planning and design of expanded or additional Sources for this reason the commission will not allocate more than is deemed prudent.

2. Reserve Capacity Allocation

A. Allocation Flow Basis

available to the development owner for allotment to another project or a project expansion.

B. Allocation Priorities

Allocation of uncommitted reserve capacity shall comply with the following priority intended to govern the gross allocation of reserve capacity before the allocation principles are applied to specific projects. Residential, commercial, institutional and industrial facilities existing shall be entitled to first priority in allocation of uncommitted reserve capacity. New development within the water service area will have second priority.

C. Allocation Principles

Subsequent to application of the allocation priority, uncommitted reserve capacity in the water treatment facility may be allocated to specific projects according to the following procedure:

- a) Once water permit applications have been returned to the Plainfield Town Clerk's office and marked with the time and date by the person receiving the application, the Commission may review and approve the applications on a first come, first serve basis. The total remaining uncommitted water capacity shall be allocated by the Commission in such a way that a yearly limitation exists on distributing remaining uncommitted capacity in any year as long as capacity exists. The annual allotment may be determined by establishing the year when source expansion may be feasible or necessary and dividing the uncommitted reserve each year by the remaining years to the tentative expansion year. The total reserve capacity will be determined and committed reserve will be continuously recorded for use in allocation decisions.
- b) The Commission retains the right to review applications and make allocations on other than a first come first serve basis if they find such action is in the municipality's best interest.

3. Awarding Allocation

For allocating of new water and/or wastewater service or changes to a property with pre-existing water and/or wastewater service: The allocations for either residential or non-residential usage (volume of water expressed in gallons per day) will be based on the State of Vermont Environmental Protection Rules, Water Supply Rule, Chapter 21, and dated December 1, 2010 Appendix A, Table A2-1 and as amended by the State from time to time, thereafter.

Allocations will be awarded based on Equivalent Dwelling Unit, used to determine business or industrial water allocation based on design flow of a given business compared to design flow of a "single family dwelling" containing 3 bedrooms. As such each allocation shall be based on 450gallons per day. No building shall be assigned less than 1 EDU. Any additional EDUs that have been assigned in ½ unit increments shall be phased out if and when a change of use occurs on the property. No additional ½ units shall be assigned after 6/16/2021.

Any In-law apartment, Apartment, Single-family dwelling, Tiny Home, Condominium, or other structure that contains, at a minimum, a bedroom, bathroom, and kitchen/kitchenette shall require an individual allocation or more based on design flow.

Outbuildings whose primary use is not intended for dwelling and does not contain a bedroom, bathroom, and kitchen/kitchenette may have water and or wastewater service without additional allocation so long as water is accounted for through the meter of the primary structure on a lot.

Residential buildings whose design flow exceeds 50% over the base 450 gallons per day EDU shall be required to purchase additional allocation. Commercial or industrial users shall be required to purchase additional allocation if design flow exceeds 15% over the base 450 gallons per day EDU.

CHAPTER II RATES AND FEES.

1. CHANGE OF USE OR NEW SERVICE FEES. Application fee for new or change of allocation for municipal water: \$10.00

2. IMPACT FEE. Pursuant to 24 VSA Section 5203, and the Town Charter, Section 131-702, the Town of Plainfield Water Commission hereby adopts the following policy for imposition of an impact fee on any new development or increased service to existing services as follows:

Any new allocation of water will be charged an impact fee of \$1.50 per gallon. The water allocation for any newly constructed single-family dwelling on its own individual lot shall be no less than 3 bedrooms.

Impact fees for non-residential uses will be based on total water demand from Table A2-1 and/or total of fixture units as gallons per day and will be capped at \$2500.00.

Impact fee for change in use for existing services shall be charged \$1.50 per gallon of increased water demand above the current permitted volume for that service.

3. STANDARD BILLING. Water usage per allocation per year is calculated yearly to reflect the expected requirements of the system and is billed semiannually. The yearly cost per allocation per year or per billing period may be found; on the Town of Plainfield website, in the Town Report or by contacting the Municipal office.

Goddard College or its successors and assigns are charged water usage under an agreement between the Commission and Goddard College, its successors or assigns and filed at the Town of Plainfield Land Records.

All property owners shall be required to pay the semiannual assessment for all allocations owned regardless of usage or occupancy. So long as the property is physically connected to the system the potential for usage exists and payment is required to continue to hold the allocation.

4. WATER SALE TO CUSTOMERS NOT ON THE SYSTEM. When extra is available for use the commission may agree to sell the water to persons not connected to the system for non-potable use. (Sale of water for potable use shall only be done following bulk water hauling requirements outlined in VT Water Supply Rule and at a rate the commission deems

appropriate). Customers who wish to purchase water for non-potable use, such as filling a swimming pool, shall have a way to assess the quantity of water they are taking as well as providing for transportation and any fees associated. The fee for non-potable water use shall be the same as the overage fee per thousand gallons.

5. OVERAGE/ADDITIONAL FEES. The water usage base rate per allocation includes 30,000gallons per billing cycle. An overage charge of \$10.00 per 1000 gallons is charged for usage over the 30,000 gallons.

There are 2 billing cycles per year. The billing cycle is from July 1 to December 31 and January 1 to June 30. Payments must be received by 4pm or postmarked on the due date to be considered on time.

6. DELINQUENT BILLS. Bills in arrears shall be due and payable in accordance with procedures set forth in 24 V.S.A. Chapter 129. Delinquent bills may also be collected pursuant to procedure set forth in 32 V.S.A 5136

1. Failure of the ratepayer to tender payment for a valid bill or charge within 30 days of the postmark date of that bill or charge, or by a "due date" at least 30 days after mailing, shall be considered delinquent.
2. The Commission will notify the delinquent tax collector AND a dated written notice (written notice prescribed in 24 VSA 5144) would be issued within 7-14 business days.
3. If payment in full or agreed upon payment plan are not received within 14 business days of written notice water service will be disconnected.
4. If payments are made via negotiation with the Delinquent Tax Collector and Commission, service will continue. Failure to make an agreed upon payment within 14 business days of an agreed upon payment date shall result in disconnection of water service without further notice.
5. The town shall restore water service within 24 hours of receipt of payment or agreeable payment plan including disconnection and restoration fees.

5. SERVICE FEES.

Disconnect fee: \$25.00

Reconnect fee: \$25.00

Meter Service

Meter service shall be calculated by adding: minimum \$10.00 service fee, parts or materials at the cost paid by the Town, and hourly cost not to exceed \$25.00 during normal business hours or \$37.50 overtime.

CHAPTER III
CONSTRUCTION STANDARDS.

1. SERVICE LINES. Approved materials for service line construction must be 200 psi or greater rated plastic line or type k copper and approved lead free fittings. All fittings and pipe shall be manufactured in the United States or Canada. The Commission, upon written request, may allow substitutions for service line materials on a case by case basis.

Where construction and material standards are not specified by the Town the State guidelines and requirements shall be followed.

2. INTERNAL PLUMBING. Every new service must be provided with two operable stop and waste, gate, or quarter turn valves and shall be located inside the building near the service entrance, easily accessible, protected from freezing and installed on the inlet and outlet sides of the meter. Every service must include a backflow prevention device of adequate size and an expansion tank to compensate for thermal expansion, these devices should be placed between the shut off valves on either side of the meter (See Article III Section 5 Meters), but may be placed elsewhere in the building with approval from the Commission.

Standard size meter is 5/8" though other sizes may be required based on service line diameter.

Town of Plainfield Water Rates and Fees

Application fee for allocation of Municipal Water \$10.00
The Impact fee is determined as stated on the attached Impact Fee policy approved August 6, 2007.

The water usage Base rate is \$303.00 for 30,000 gallons of water billed semi-annually.

An overage charge of \$10.00 per 1000 gallons is charged for usage over the 30,000 gallons allotted.

The billing cycle as determined by the Commissioners in January 1991 is from July 1 to December 31 and then January 1 to June 30.

Disconnect fee \$25.00
Re-connect fee \$25.00

Town of Plainfield Wastewater Rate and Fees

Application fee for allocation of Municipal Wastewater \$10.00
The Impact fee is determined as stated on the attached Impact Fee policy.

The Wastewater usage Base rate is \$404.00 billed semi-annually.

The billing cycle as determined by the commissioners in January 1991 and updated May 2019, is from September 1 to February 28(February 29 in leap year) and March 1 to August 30.

Disconnect fee \$25.00
Re-connect fee \$25.00

Meter Service

Service call	\$10.00 (minimum)
Frost Plate	\$ 7.00
Frost Plate & Replacement	\$ 7.00 and \$18.00 Total \$25.00
Meter Removal	\$25.00

Fees effective July 1, 2023 as adopted by the Water and Wastewater Commission.