



Policy 13 - Utility Line Extensions

POLICY

This policy does not apply to extensions which are part of a new subdivision or development.

1 ... Applicants seeking the extension of utility lines shall present to the UTILITY a petition for extension of such lines. The petition shall include the following information:

- (a) Name, address ("911" address or street address), and phone number of each applicant requesting service;
- (b) Name and address of nearest person that utility now serves;
- (c) Type of service(s) requested (residential, commercial, fire protection, etc.);
- (d) A rough map with the approximate location of the applicant(s) to be served;
- (e) Date service is desired.
- (f) Payment of any required petition fees.

2 ... Within 30 days of receipt of the petition, the Board or its designee will:

- (a) Make a preliminary estimate of the cost of the extension;
- (b) Determine whether adequate capacity of the system or of the interconnecting line(s) is available;
- (c) Determine whether the extension is operationally feasible.

3 ... If it is determined that the extension meets the above requirements, the applicant(s) shall:

- (a) Complete the UTILITY's customer application or main extension contract;
- (b) Grant the UTILITY the necessary easement(s) on their property;

(c) Pay to the UTILITY the total estimated cost of the extension which shall include, but not be limited to, the following:

- (1) All fees and charges (tap fees, service charges, etc.);
- (2) Cost of all materials;
- (3) Installation costs;
- (4) Cost of obtaining easements;
- (5) Engineering expenses; and
- (6) Any other costs involved in the construction of the extension.

4 ... On completion of the requirements of paragraph 3, the UTILITY will have the extension designed and installed.

5 ... Should the actual cost of the extension be less than the estimated cost, the UTILITY will refund to the applicant(s) the difference. Should the actual cost exceed the estimated cost, the applicant(s) shall pay the additional cost in accordance with the main extension contract.

6 ... If for any reason not caused by the applicant(s) the project is not constructed, all fees and payments will be refunded to the applicant(s).

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