

Root Creek Water District Infrastructure Facilities Policy

Adopted: September 20, 2017

Revised: May 13, 2019

Revised: May 8, 2023

Revised July 8, 2024

Revised October 13, 2025

Purpose and Scope

The purpose of the Root Creek Water District Infrastructure Facilities Policy (“Policy”) is to set forth clear guidelines and requirements related to the development, construction, installation, and/or dedication of backbone and in-tract infrastructure facilities (collectively, the “Infrastructure”) by developers, contractors, or any other third-party issued a Permit by the District to install, construct, develop, and/or dedicate such Infrastructure (“Permittees”). The Policy will be reviewed from time to time by the Root Creek Water District Board of Directors (“Board”), and amended as needed.

Policy Statement

This Policy details how the District permits, reviews, inspects, and accepts Infrastructure. To ensure clarity of understanding of obligations of the Permittee and provide a consistent procedure for the construction and dedication of acceptable Infrastructure, the Board establishes this Policy to guide the District in carrying out its duties.

Applicability

The District requires that, for any Infrastructure work done by Permittees within the District’s boundaries (and that is located within a public right-of-way, or within a public easement, or planned to be a public easement), a permit must first be obtained from the District and all associated fees paid (“RCWD Permit”). Furthermore, only an inspector approved by the District shall inspect the Infrastructure. This RCWD Permit requirement is in addition to any other permits required to be issued by other entities for on-site work. The Permittee’s signature on the RCWD Permit signifies that the Permittee agrees to and accepts all the terms listed in, and agrees to construct all Infrastructure in compliance with the the District’s Standard Plans and Specifications, as those may be amended from time to time, as well as any other terms developed and listed on the application.

A Permittee is solely responsible for the planning, designing, permitting, and construction of such certain required Infrastructure necessary to receive services from the District’s facilities. Prior to planning and designing District facilities, the Permittee is required to schedule a meeting with the District.

WATER INFRASTRUCTURE FACILITIES¹

Production water facilities (“Production Water Facilities”) are those facilities required to produce, treat, and store water to a municipal system. Production Water Facilities generally include but are not limited to storage facilities, pumping stations, treatment facilities, water production wells, and aqueduct connections.

Production Water Facilities are considered Primary Water facilities.

Other water-related infrastructure facilities, in addition to Production Water Facilities, are those which are required to deliver water to a municipal water system from water sources, whether potable or recycled (“Water Delivery Facilities”). Such Water Delivery Facilities generally include, major supply and transmission pipelines equal to or greater than 12 inches in diameter. Water Delivery Facilities are also considered “Primary Water Facilities”.

Other such facilities are necessary to distribute the required potable or recycled water throughout a pressure zone (“Secondary Water Facilities”). Such Secondary Water Facilities generally include, but are not limited to, distribution mains and pipeline appurtenances. The District may require that certain Secondary Water Facilities be oversized to meet anticipated future demand or growth. In such case, the District may, in its discretion, fund the oversizing of those certain water facilities or apply an appropriate credit against any required fees, charges, or exactions.

SANITARY SEWER INFRASTRUCTURE FACILITIES

As with Water Infrastructure, there are two types of Sanitary Sewer Infrastructure facilities: “Primary Sewer Facilities” and “Secondary Sewer Facilities”.

Sanitary Sewer Treatment Plants and pump stations are considered “Processing Facilities” and are considered Primary Sewer Facilities.

Other Primary Sewer Facilities are those facilities required to convey wastewater and effluent produced by developments within the District to a sewage treatment site. Primary sanitary sewer facilities generally include, but are not limited to, underground pipe mains larger than 10 inches, (most of which are in the major roadways), pumping stations, transmission pipelines, and sewage treatment sites.

Secondary Sewer Facilities are those facilities necessary to convey wastewater and effluent from a development to the District’s primary sanitary sewer facilities. Secondary Sewer Facilities generally include, but are not limited to, distribution mains and pipeline appurtenances. The District may require, in its discretion, that certain Secondary Sewer Facilities be oversized to meet anticipated future demands. In such cases, the District may, in

¹ The District has developed an Infrastructure Master Plan that was approved in September 2006 that established the District’s needed water, sewer, and storm drain facilities and the Infrastructure Master Plan continues to be updated.

its discretion, fund the oversizing of those certain sanitary sewer facilities or apply an appropriate credit against any required fees, charges, or exactions.

STORM DRAINAGE INFRASTRUCTURE FACILITIES

The District may require a Permittee to provide certain storm drainage Infrastructure when designing, planning, and constructing a development. The design and construction of all such storm drainage Infrastructure shall meet or exceed the District's Standards and Specifications, as periodically amended, for such storm drainage infrastructure.

The District has developed an Infrastructure Master Plan that was accepted in September 2006 that established the District's primary/backbone facilities and the Infrastructure Master Plan continues to be updated.

INFRASTRUCTURE DEDICATION REQUIREMENTS

Primary Water Facilities, Primary Sewer Facilities, and Primary Storm Drain Facilities

1. Primary Water Facilities, Primary Sewer Facilities, and Primary Storm Drainage Facilities (all storm drain facilities are considered "primary" because they are in main roads) are also known and referred to as "Backbone Facilities" that have been master-planned by the District and are to be designed and constructed by the Permittee. Design and construction of Backbone Facilities are included in the District's impact fee program; however, at the District's discretion, the District may require the Permittee to fund those facilities necessary for the development if District funds are short. Backbone Facilities funded by a Permittee's advanced funds or constructed by the Permittee at prevailing wages (as required by law) and are fee creditable as building permits are issued. If fee credits do not fully reimburse the Permittee's advancement, the District will reimburse the Permittee as building permits are issued within the District.
2. The Permittee may break the proposed Backbone Facilities for a village into phases, but each of the utility systems (i.e., water, sewer, and storm) must be capable of operating to fully allow for the service to the connections planned to be served by the system for that particular phase. The phased system must be complete and accepted by the District prior to any service being connected.
3. Due to public funding of the Backbone Facilities, the work must be bid, prevailing wages must be paid (to the extent required by law), and the Permittee must comply with State of California Department of Industrial relations regulation requirements. The Permittee must present to the District for review the contracts, payments, and other supporting documents that support the costs paid for the improvements as well as compliance with State requirements for reimbursement.

Secondary Water Facilities and Secondary Sewer Facilities

4. The Permittee shall design, construct, and dedicate Secondary Water and Secondary Sewer Facilities to the District. Such secondary facilities shall be in accordance with the requirements of the District, as those may be required, or as those may be amended from time to time.

5. For all new subdivisions of land within the District, and as determined by the District's Engineer or designee, the Permittee shall extend Secondary Water Facilities so that meters will front the parcels for which they serve.

Requirements for both Primary and Secondary Facilities

6. Before beginning the construction of any Infrastructure within the District, the Permittee shall complete and submit to the District for approval an *Application to Construct and Dedicate Infrastructure Facilities*, a copy of which is attached to this Policy.
7. The Permittee shall provide all financial resources and arrangements necessary to plan, design, and construct all Infrastructure.
8. In addition to complying with the requirements of the District's Standards and Specifications, as may be amended from time to time, a Permittee is responsible for ensuring the planning, design, and construction of all on-site and off-site Infrastructure facilities comply with all federal, state, and local laws, regulations, ordinances (including County ordinances), and District policies. The Permittee's responsibilities includes, but is not limited to, compliance with the California Environmental Quality Act. Dedication of easements to the District shall be senior to other utility easements (i.e., "first in time").
9. The District may, in its discretion, require a Permittee to obtain and grant utility easements and rights-of-way in favor of the District. The Infrastructure must be in either dedicated road rights-of-way or in easements granted to the District, as determined by the District. If easements are to be dedicated to the District on a subdivision map, the Permittee must submit the map to the District for review and approval and the District shall be signatory on said map.
10. The Permittee shall pay current applicable fees and deposits required by the District upon demand. District staff should be consulted for current and applicable fees. District engineering and inspection services shall require Permittee deposits. Such Permittee deposits must be made before any District engineering, inspection services, or construction activities occur. Staff labor, materials, and applicable fines, fees, and penalty charges (including costs of abatement), and incidentals may be charged against the Permittee's deposit at any time. If the Permittee's deposit becomes insufficient to cover applicable District charges, the Permittee will be required to make additional deposits upon demand. Remaining deposit balances will be refunded or applied toward other Permittee deposits required for the project.
11. The District shall review all the Permittee's construction drawings, and may revise, modify, or require redesign of any concepts, drawings, or details submitted. All concepts and construction drawings must be approved by the District's Engineer or designee.
12. The Permittee shall construct all improvements within a certain area. It is recognized that the storm drain system relies on the street and gutter system and at no time will the streets not be completed after the water and sewer infrastructure is installed. Specific construction sequencing will be required for improvements constructed from October

through March.

13. The District shall inspect all constructed improvements to ensure compliance with approved specifications. After each inspection, the District shall, as needed, provide a Permittee with a punch list identifying work that does not conform to the District's Standards and Specifications or the plan designs for the project. The Permittee's constructed improvements shall not be approved by the District until all non-conforming work identified on such punch lists has been corrected.
14. In the event a Permittee damages or causes injury or impacts the useful life of any District's facility, the Permittee shall be notified in writing to make specified repairs within a defined period of time. If the Permittee fails to respond, the District shall make all required repairs and the resulting charges shall be either reimbursed by Permittee through drawing against the deposit or immediately reimbursed to the District upon demand of the District. In the event of emergency damage(s), the District shall make required emergency repairs and the resulting charges shall be paid by the Permittee through a draw against the deposit or upon demand of the District. The Permittee shall be responsible for any fines levied against the District by any regulatory agency as a result of damage. The Permittee shall further be responsible for any costs associated with any maintenance or cleanup activities arising from such damage. All such costs and fines shall be immediately recouped through the deposit, at the District's sole discretion.
15. Permittee shall complete and submit to the District for approval a *New Construction Sanitary Sewer Plug Agreement* and forward any deposit associated with the agreement. A fine up to \$10,000 shall be levied against the Permittee in the event non-sewer materials, fluids, debris, or any other constituent enter the sewer system due to the unauthorized removal of sanitary sewer plugs by Permittee or subcontractors.
16. A fine up to \$10,000 per incident shall be levied against the Permittee in the event Permittee or subcontractor is found to be discharging into District sanitary sewer system prior to final approval by the District. "Per Incident" shall mean per day, per each point of discharge.
17. Homes may not be connected to the RCWD sewer, storm, or water systems until the following events have occurred (Items a.-d.):
 - a. Sanitary Sewer System - Has passed all specified pressure tests, mandrel tests, TV inspection, manholes have been raised to finish grade & grouted, and final sewer cleaning is complete. Prior to sewer service connections all sewer services shall be exposed to confirm no dirt intrusion, building sewer lines shall be flushed, and street to building connections shall be inspected and approved.
 - b. Storm Drainage System – Has passed all specified hydrostatic pressure tests when applicable, drainage inlets have been raised to grade & grouted, and manholes have been raised to finish grade and grouted.

- c. Potable Water System – Has passed all specified hydrostatic pressure tests, bacteria tests, fire hydrants are operational, and valves have been raised to finish grade. Prior to building water service connections all meter boxes shall be inspected and approved. Prior to landscape water service connections all meter boxes and reduced pressure backflow assemblies shall be inspected and approved.
 - d. Failure to comply with these requirements will result in a fine up to \$10,000 per incident, and an “incident” shall mean per day, per discharge/illegal connection location.
18. The Permittee shall provide to the District a corrosivity study, performed by a qualified/licensed corrosion engineer, for all metallic pipelines and appurtenant structures, which identifies specific recommendations for cathodic protection of the metallic pipeline and appurtenant structures. In addition, the Permittee shall provide the design of necessary cathodic protection system(s), performed by a qualified/licensed corrosion engineer. The District’s Standards and Specifications represent the minimum levels of care and performance, and the levels of protection in the District’s Standards and Specifications shall not be reduced.
19. The District reserves its rights to allow deviations from the requirements of this Policy. All such deviations must be approved by the District and may require action by the Board at a Board meeting. All requests for variances to the requirements of this Policy must be in writing and must state the reason(s) for the request.
20. In no event will dedication of any facilities or Infrastructure under this Policy be complete until the District’s Board, or designee, has approved the dedication and accepted the facilities.

Root Creek Water District
Application to Construct and Dedicate Infrastructure
Facilities

Project Name or Map Number: _____	Project Location: _____
Permittee:	Project Engineer: _____
Contact Name: _____	Engineer Contact Name: _____
Permittee Telephone: _____	Engineer Telephone: _____
Permittee Address: _____	Engineer Address: _____
City/State/Zip: _____	City/State/Zip: _____

Type of Development: Residential/Single Family Lots _____
 Multi-family Units _____
 Commercial Lots _____

PROPOSED DEVELOPMENT AND INFRASTRUCTURE

Please describe in detail your proposed development and the infrastructure related to the development. Please attach additional pages if necessary. Please also attach plans and specifications for the proposed development and infrastructure facilities, as well as any testing documents for tests performed relating to the proposed development and infrastructure facilities.

Name of Contractor or Subcontractor: _____

California State License Board No.: _____

The undersigned Permittee (the "Permittee") hereby expresses its desire to construct, for the above-described development, water, sanitary sewer and/or storm drainage facilities described in the attached plans and specifications (the "Facilities"), and upon completion, to dedicate them to the Root Creek Water District (the "District"). The Permittee expressly agrees and acknowledges that the District's acceptance of this Application to Construct and Dedicate Infrastructure Facilities, including the Pre-Construction, Construction, and Post-Construction Checklists (this "Application") does not constitute approval by the District of the Permittee's proposed Facilities or this Application. The Permittee understands and acknowledges that submission of this Application is the first step in starting the infrastructure facility construction and dedication process as described in the District's Infrastructure Facilities Policy, and by signing this Application, Permittee agrees to abide by the terms and conditions of that Policy and all other District requirements.

The Permittee further acknowledges that, as a condition to the District accepting the Facilities, the Permittee's engineer must coordinate all phases of design and construction of the Facilities with the District and/or the District's Engineer. The Permittee shall not begin construction of the Facilities without receiving prior written approval of this Application from the District. If this Application is approved, Permittee shall notify the District at least two (2) weeks prior to start of construction of the Facilities. The District shall be automatically vested with the right to enter upon the Permittee's property for the purpose of inspecting construction of the Facilities throughout the progress of the project. Before beginning any construction on the above-described development, the District requires that Permittee provide the District with proof of liability insurance, in the amount and quality required by District policy, with the District added as an additional insured.

Upon completion, Permittee shall furnish the District with record plans of the completed work and agrees to submit a "Dedication of Infrastructure" acceptance package to the District legally transferring the Facilities to the District, at no cost to the District. The Facilities may only be approved for final acceptance by the District if, in the District's sole discretion: (i) completion of the work complies with all federal, state, and local laws, regulations, ordinances (including County ordinances), and District policies; (ii) all work relating to the Facilities meets or exceeds the District's Standards and Specifications; (iii) all District conditions of extension of service are met; (iv) Permittee has paid all charges and fees owing to the District at the time of dedication; and appropriate land rights have been dedicated to the District. The District reserves the right, in its sole discretion, to deny the acceptance of the Facilities for any reason whatsoever.

Project Name : _____

PRE-CONSTRUCTION CHECK LIST

Prior to starting work, Permittee shall comply with all requirements listed below; work shall not begin until the District General Manager has accepted the Application.

1. All submittals shall be transmitted by email to:
 - a. Root Creek Water District, General Manager, Julia D. Berry at Julia@rootcreekwd.com
 - b. Provost & Pritchard Consulting Group, Root Creek Water District, District Engineer, Steve Spencer at sspencer@ppeng.com.
 - c. RT Diversified, Inc., Root Creek Water District, Inspections & Systems Operations General Manager, Shay Bakman at Shay@Bakmanwater.com.
 - d. Attachment files greater than ten (10) megabytes in size shall be transmitted by email link to a shareable folder.
2. Permittee shall submit a fully completed and executed copy of Root Creek Water District Infrastructure Facilities Policy and Application to Construct and Dedicate Infrastructure Facilities in PDF electronic format.
3. Permittee shall submit copies of certificates of insurance naming Root Creek Water District, First Water Partners, Provost & Pritchard Consulting Group, Bakman Water Company, and RT Diversified, Inc. as additional insureds in PDF electronic format.
4. Permittee shall submit a copy of the approved and signed Civil Plans in PDF electronic format.
5. If Permittee desires to start work at risk prior to approved and signed Civil Plans or construct improvements in a phased approach, a separate submittal is required for advance review and consideration. Written approval from the District General Manager is required to exercise this option.
 - a. Submittal shall include detailed plans and all sheets shall be stamped with, At-Risk Plans Set, Date, and Engineer of Record signature.
6. Permittee shall provide estimated start date approximately two (2) weeks prior to the start of construction.
7. Permittee shall pay all Root Creek Water District Fees.
8. All materials incorporated into completed facilities shall be in conformance with adopted Root Creek Water District Standard Specifications For Public Works Improvements. RCWD Standards are available for free download at Rootcreekwd.com Meetings & Policies tab.
9. Material submittals are not required provided the materials meet all requirements specified at RCWD Standards. Questionable or alternate materials may be submitted to Root Creek Water District for review and consideration.
10. Permittee shall obtain a Notice to Proceed written email notice from the District that confirms the items listed above are complete, accepted, and work may proceed.

Project Name: _____

Requirements and Terms by RCWD

Upon initial review of the submitted plans it is expected review comments will be developed and submitted to applicant. A typical example structure of these comments and requirements can be found below.

**PROVOST & PRITCHARD
CONSULTING GROUP**

455 W Fir Ave, Clovis, CA 93611 • (559) 449-2700
www.provostandpritchard.com

MEMORANDUM

To: _____

From: _____

Subject: _____

Date: _____

COMMENTS:

We have completed our review of the first submittal of this plan set and have the following comments:

- Show all Road 40 utilities including sewer, water, irrigation, culverts, dry utilities, etc.
- Please show all water valves on the master utility plan. Some additional valves are needed as noted on the markup. Also show all proposed landscape irrigation services and sleeves and label existing.
- There have been discussions regarding Road 40 drainage since these plans were submitted. Please update plans to show improvements related to Road 40 drainage.
- There is a 48" irrigation main in Road 40 and 48" tee that reduces to a 24" PVC irrigation pipe heading east. The 24" pipe is to be removed and a blind flange shall be left in the landscape area along Road 40 for future connection. See plan markup.
- Confirm storm drain connection at Cathedral Court and note on plans. Is the connection being made to the 24" heading east? Coordinate with development to the east and confirm that connection can be made to convey runoff to the basin.
- Please review all manholes and show and label correctly the type (sewer or storm drain) and whether the manhole is eccentric or concentric.
- There appear to be a few water and storm drain conflicts. Please review to confirm whether there is a conflict and make adjustments as needed.
- Additional comments are noted on the plans.

If you would like to discuss any of these items, you can call me at (559) 449-2700 or can follow up with an email at jstaicer@ppeng.com.

Project Name: _____

CONSTRUCTION CHECK LIST

During construction, Permittee shall comply with all requirements listed below and submit the required items to the District General Manager.

1. All submittals shall be transmitted by email to:
 - a. Root Creek Water District, General Manager, Julia D. Berry at Julia@rootcreekwd.com
 - b. Provost & Pritchard Consulting Group, Root Creek Water District, District Engineer, Brian Ehlers at behlers@ppeng.com.
 - c. RT Diversified, Inc., Root Creek Water District, Inspections & Systems Operations General Manager, Shay Bakman at Shay@Bakmanwater.com.
 - d. Attachment files greater than ten (10) megabytes in size shall be transmitted by email link.
2. Prior to start of construction, Sewer Plugs shall be installed per the Root Creek Water District New Construction Sanitary Sewer Plug Rental Agreement requirements that are included near the end of this document.
3. Permittee is reminded that Root Creek Water District's Sewer Connection Sediment Intrusion Prevention Policy protects the system from infiltration, includes fines of up to \$10,000, includes temporary marker posts requirements, and house connection requirements that are included near the end of this document.
4. Submit copies of Geotechnical Engineer Stamped Compaction & Moisture Test Results on a Weekly Basis during construction per Root Creek Standards Page 67 Section 17.4.
5. Prior to connection to water mains, Permittee shall coordinate with Inspections and Operations staff so Reduced Pressure Backflow Preventor assemblies may be tested and certified.
6. Prior to connection of landscape water services, Permittee shall coordinate with Inspections and Operations staff so Reduced Pressure Backflow Preventor assemblies may be tested and certified.
7. Prior to close of escrow or occupancy, Permittee shall notify Root Creek Water District by email so water meter assemblies may be installed and applications for service be completed. In the event this step is skipped, Permittee shall be responsible for all Root Creek Water District estimated service costs plus a penalty of \$250 per month.
8. Homes may not be connected to the RCWD sewer, storm or water systems until the following events have been completed in each system:
 - a. Sanitary Sewer System - Has passed all specified pressure tests, mandrel tests, TV inspection, manholes have been raised to finish grade & grouted, and final sewer cleaning is complete. Prior to sewer service connections all sewer services shall be exposed to confirm no dirt intrusion, building sewer lines shall be flushed, and street to building connections shall be inspected and approved.

- b. Storm Drainage System – Has passed all specified hydrostatic pressure tests when applicable, drainage inlets have been raised to grade & grouted, and manholes have been raised to finish grade and grouted.
 - c. Potable Water System – Has passed all specified hydrostatic pressure tests, bacteria tests, fire hydrants are operational, and valves have been raised to finish grade. Prior to building water service connections all meter boxes shall be inspected and approved. Prior to landscape water service connections all meter boxes and reduced pressure backflow assemblies shall be inspected and approved.
9. Failure to comply with these requirements will result in a fine up to \$10,000 per occurrence.

Project Name: _____

POST-CONSTRUCTION ACCEPTANCE CHECK LIST

Prior to acceptance of the Facilities, the Permittee shall submit the following items and obtain written acceptance from the District Manager.

1. All submittals shall be transmitted by email to:
 - a. Root Creek Water District, General Manager, Julia D. Berry at Julia@rootcreekwd.com
 - b. Provost & Pritchard Consulting Group, Root Creek Water District, District Engineer, Brian Ehlers at behlers@ppeng.com.
 - c. RT Diversified, Inc., Root Creek Water District, Inspections & Systems Operations General Manager, Shay Bakman at Shay@Bakmanwater.com.
 - d. Attachment files greater than ten (10) megabytes in size shall be transmitted by email link.
2. Permittee shall submit Record Plan set in PDF and AutoCAD electronic formats.
3. Permittee shall submit shape files for inclusion in GIS system.
4. Permittee shall submit a Spreadsheet summarizing all RCWD Facilities Construction Costs in Excel and PDF electronic formats and copies of all supporting executed contracts in PDF electronic format.
5. Permittee shall submit a copy of Final Geotechnical Engineer Stamped Compaction & Moisture Test Results that summarizes and restates all compaction testing in one final report per Root Creek Standards Page 64 Section 16.4.
6. Permittee shall submit a copy of completed Punch List Items including Inspector acknowledgement email that all items are complete in PDF electronic format.
7. Permittee shall submit a copy of County of Madera's Acceptance in PDF electronic format.

In acknowledgment of the above, Permittee hereby submits its Application to the District.

Project Name: _____

Signed by: _____

Signature: _____

Date: _____

For District Use Only		Fees
Authorization		
Date:		
Permit No.		
Inspection Report	Inspection total	_____
Testing or Certifications	Meter total	_____
	Landscape Meters	_____
	Sewer Plug	_____
Fees per Service Connection		
Water	Inspection Fees =	
Wastewater	Meter Fees =	
Storm Drain	Landscape Meters =	

**ROOT CREEK WATER DISTRICT
NEW CONSTRUCTION SANITARY SEWER PLUG
RENTAL AGREEMENT**

This Sanitary Sewer Plug Rental Agreement (this "Rental Agreement") between the Root Creek Water District (the "District") and the Permittee shall be entered into prior to the commencement of any new construction that includes new sanitary sewer collection facilities to be connected to existing facilities. This Rental Agreement shall be effective for a maximum period of six (6) months. The sanitary sewer plug covered by this Rental Agreement shall be returned to the District by or before the end of the six-month period. This Rental Agreement may be renewed with approval from an authorized District representative. The purpose of this Rental Agreement is not only for use of the sanitary sewer plug, but also to ensure that existing sanitary sewer collection and treatment facilities are protected from damages that may occur due to infiltration from construction activities. By executing this Rental Agreement, Permittee agrees to the following:

RENTAL CHARGES AND DAMAGES

The plug deposit is **\$1,000**, and **\$500** is refundable upon return of the plug in an undamaged condition. Any damaged plugs shall remain the property of the District. For any plug lost, stolen or removed without District approval, the **\$1,000.00** deposit for each plug will be forfeited. Permittee is responsible for the actions of its subcontractors, shall be liable for any fines levied against the District and/or damages caused to existing facilities that are a result of the plug's unauthorized removal or displacement.

PLUG USE PROCEDURES

The plug shall be installed on the downstream outlet of the last sanitary sewer manhole that connects to existing District sanitary sewer facilities. The plug shall be secured to a minimum of two manhole steps, if applicable, by stainless steel cable with corrosion-resistant fasteners. The plugged manhole shall be maintained continually to allow access to the plug and inspection by authorized representatives. Initial plug installation, necessary short-term removal, and final removal for operation shall be performed in the presence of a District representative and documented appropriately using this form. District representatives shall inspect the plug periodically to verify that no material or debris are being allowed to enter the existing sewer system. The plug shall be maintained by the Permittee until all cleaning, testing, and debris removal is completed and the lines are approved for operation. Any accumulated material or debris shall be removed from the lines and each manhole prior to plug removal.

Plug ID No. _____ Issue Date _____ Due Date _____ Location _____

Plug ID No. _____ Issue Date _____ Due Date _____ Location _____

INSPECTION TYPE	INSPECTION DATE	INSPECTION COMMENTS	INITIALS

Permittee (Company Name): _____

Signature: _____

Address: _____

Name Printed: _____

Phone #: _____

Date Signed: _____

Root Creek Water District Representative

Signature: _____

Address: P.O. Box 27950 Fresno, CA 93729

Name: JULIA BERRY, General Manager

**ROOT CREEK WATER DISTRICT
SEWER CONNECTION
UNWANTED SEDIMENT, DEBRIS, WASTEWATER
INTRUSION PREVENTION POLICY**

The Purpose of this Root Creek Water District (the "District") Sewer Connection Unwanted Sediment, Debris, Wastewater Intrusion Prevention Policy (this "Policy") is to prevent and limit the introduction of unwanted sediment, debris, or wastewater flows into the sewer system. Ultimately, it is the intention of this Policy to limit as much as possible the unwanted flows that the Wastewater Treatment Plant processes, but also to protect the Wastewater Treatment Plant from pollutants and other substances that could damage the equipment or cause higher operational costs. This Policy helps to ensure that the existing sanitary sewer collection and treatment facilities are protected from damages that may occur due to unwanted infiltration from construction activities and/or illegal connection to the sewer collection system. This Policy shall be signed by a developer or homeowner prior to the commencement of any new residential or commercial construction. Construction activities consisting of making connection to the sewer service system will be performed in such a manner as to prevent damage and infiltration to the system by following the procedures outlined in the Policy. By signing this Policy, Permittee agrees to the following:

DAMAGES

The penalty levied against Permittee for violation of this Policy is up to \$10,000.00 per occurrence. Per Occurrence shall include per day, per point of discharge/infiltration into the system. Permittee is responsible to and shall hold the District harmless for the actions of its subcontractors, agents and assignees, and shall be liable to the District for any additional fines levied against the District and damages caused to the existing facilities, as a result of connecting to the existing system illegally or introducing unwanted debris, sediment, or wastewater flows to the existing system.

CONSTRUCTION AND INSPECTION PROCEDURES

Prior to excavation, Permittee and subcontractors shall observe markings to indicate the location of existing District sewer service facilities. Markings will include (1) a stamp on concrete curb; and (2) a 2x4 marker post inserted in the soil marking at the location of the capped point of connection. Digging by mechanical equipment shall be performed in such a manner as to prevent the damage of underground pipelines and shall be limited to no less than one foot away from the proximate location of the capped service line. Hand digging will be used to locate and uncover the end of the service pipe.

Excavation to locate and connect to existing District facilities shall be performed in the presence of a District representative and documented appropriately using this form. Any accumulated material or debris shall be removed from the lines. Internal wastewater service lines from the residential or commercial structure shall be flushed by the Permittee, until they run clear prior to connection. No flushing water shall be allowed to enter the wastewater system. District representatives shall observe the flushing process to ensure lines are clear.

Permittee: _____ Signature: _____
Address: _____ Name Printed: _____
Phone #: _____ Date Signed: _____

Root Creek Water District Representative Signature: _____
Address: P.O. Box 27950 Fresno, CA 93729 Name Printed: JULIA BERRY, General Manager
Phone #: _____ Date Signed: _____

