



Gentlemen:

We are the District operator for _____ Our understanding is that you have purchased and propose to develop tract _____ in this District. To facilitate your compliance with all of the District's requirements for obtaining utility services, carefully read and observe the following:

- 1. All plans for utilities, (water, sewer and drainage) must be submitted to the District's engineers for approval.

No water taps or meters or vaults will be constructed or set until we receive a letter from the District's Engineer stating that they have reviewed the plans and that the project is approved for construction.

- 2. **As per District Rate Order, all construction and installation of water tap, meters or vaults are to be installed and set by the District Operator, H2O Innovation Inc. No person except the District's Operator or his authorized agent shall be permitted to tap or make any connection to the mains or distribution piping of the District's water system.**

- 3. Applications for water and sewer service, (Attachments I, 2, & 3) must be completed and submitted to the District's Operator, H2O Innovation, P. O. Box 1209, Spring, Texas, 77383. Must provide **two complete full (24x36) sets** of water, sewer and drainage **plans approved by district engineer**. Please submit approved plans along with desired tap locations indicated.

- 4. Upon receipt of the application, the District operator will calculate tap fees and required construction deposits (if any), and will advise the applicant of the amount to be paid.

- 5. All underground sewer and/or storm sewer lines and connections must be inspected and approved by the operator prior to covering. The contracting plumbers will make sewer and/or storm sewertaps.

The operator will provide water taps to the property side of the meter after payment of all fees and completion of required sewer inspections.

ALL METERS WILL BE SET ON AN EXISTING UTILITY EASEMENT OR PUBLIC ROAD RIGHT OF WAY.

1. Current District plumbing codes are those in Attachment 4, and must be strict conformity to plans and specifications in order for sewer facilities to pass inspection.
2. Monthly service billings will commence with the installation of the water meter.
3. Construction deposits will be returned, less the cost of repair of any damage and/or any unpaid service fees upon occupancy of the building.

Should you have any questions regarding this matter, please contact H2O Innovation, 281-353-9809.

**RULES AND REGULATIONS GOVERNING
SANITARY SEWER SERVICE LINES, CONNECTIONS
AND UNDERGROUND PIPING**

The following regulations shall apply to and govern the installation of all sanitary service lines and connections, and all underground piping downstream from the water meter or upstream from such sanitary sewer connections, within the District.

I. SERVICE LINES

- A. The "service line" is defined as the sewer from the foundation of the house and/or all underground sanitary sewer including under the slab of the commercial building to the sewer line owned by the District.
- B. Only one service line may be connected to the District's sanitary sewage system for each residence or commercial building.
- C. Only the following types of pipe and fitting materials are approved for constructing service lines. Pipe and fittings in each individual service line must consist of the same material.
 - I. Cast iron soil pipe, standard weight, conforming to ASTM Specification A74 with rubber gasket joint coupling conforming to ASTM Specification C564.
 - 2. Poly-vinyl-chloride PSM (PVC) pipe conforming to ASTM Specification D3034 and installed according to ASTM Specification D2321.
 - 3. Ductile-Iron pipe conforming to ANSI A21.51 with rubber gasket joints ANSI A21.11, and installed according to manufacturer's recommendations.
 - 4. Acrylonitrile-butadiene-styrene (ABS) pipe, material conforming to ASTM Specification D2751.
- D. Minimum sizes of service lines shall be as follows:
 - 1. Residential - 2 inches in diameter
 - 2. Commercial - 6 inches in diameter
- E. Minimum grades for service lines shall be as follows:
 - 1. 4 inch pipe - one foot drop per hundred feet (1%)
 - 2. 6 inch pipe - six inch drop per hundred feet (0.5%)
 - 3. 8 inch pipe - four inch drop per hundred feet (0.33%)

F. Maximum grades for service lines shall be as follows:

1. 4 inch pipe - two and one-half feet drop per hundred feet (2.5%)
2. 6 inch pipe - one and one-half feet drop per hundred feet (1.5%)
3. 8 inch pipe - one foot drop per hundred feet (1%)

G. All service lines must be constructed to true alignment and grade. Warped and sagging service lines will not be permitted.

II. CONNECTION OF BUILDING SEWER OUTLET TO SERVICE LINES

- A. Building tie-on connection must be made directly to the stub-out from the building plumbing at the foundation on all waste outlets.
- B. Water-tight adapters of a type compatible with the materials being joined must be used at the point of connection of the service line to the building plumbing. No cement grout materials are permitted.
- C. The District has provided wyes or stacks on all sanitary sewer lines and these existing wyes or stack connections must be utilized for connection of the service line to the sewer main unless an exception is permitted by the District's operator.
- D. In all cases where the District's sanitary sewer line is on the opposite side of the street from the connection, the District has provided cross street runs generally at alternate lot corners. Connections shall be made to these cross street runs and not at any other location.

III. FITTINGS AND CLEAN-OUTS

- A. No bends or turns at any point will be greater than 45 degrees.
- B. Each horizontal service line must be provided with a clean-out at its upper terminal; and each such run of piping which is more than ninety (90) feet in length must be provided with a clean-out for each ninety (90) feet, or fraction thereof, in the length of such piping.
- C. Each clean-out must be installed so that it opens in a direction opposite to the flow of the waste and except in the case of wye branch and end-of-the-line clean-outs, clean-outs must be installed vertically above the flow of the pipe.
- D. Clean-outs must be made with airtight mechanical plugs.
- E. A sampling well must be provided in each line prior to its connection into the District's main if the establishment is involved in any industrial activities. In addition, all buildings with food processing facilities are required to have a grease trap and to provide the District with a copy of an ongoing contract with a licensed hauler for regular routine pumping and disposal. The District requires any facility with commercial laundry facilities to have appropriate lint traps.

IV. CONNECTION PERMIT AND INSPECTIONS

- A. An Application for Sanitary Sewer Service must be filed prior to construction on the service line or any other underground piping upstream from the sanitary connection or downstream from the water meter (the "underground piping"), and the required security deposit must accompany this application. The water tap fee, sewer inspection fee and security deposit must all be paid at the same time. A copy of the application form is attached to these Rules and Regulations. Additional application forms are available from the District's operator. Construction of the service line, or underground piping must not begin until authorized by the District's operator. During construction of the service line, the line shall be plugged at the end of each construction day until the line has been completed and tied to both the house or commercial building and the District's system
- B. Unless otherwise specified, all sanitary sewer connections shall be made by a qualified plumbing contractor approved by the District's operator. However, the operator will make the inspection of such connections and **all underground piping** and must certify on the application form that the sewer connection and such underground piping was installed in accordance with these Rules and Regulations and applicable building requirements. Any cost to the District for additional inspections or other work shall be deducted from the security deposit and the remaining amount shall be refunded to the customer. If the additional costs exceed the amount of the security deposit, the customer shall be billed for the remaining amount. The security deposit shall be forfeited if inspection and approval of the sanitary sewer connection and underground piping has not been made prior to commencement of service.
- C. When the underground piping and the service line is complete, and **prior to pouring the slab or back-filling any pipe trench**, the applicant for sewer service shall request an inspection of the installation. Request for inspections shall be made to the District's operator at least twenty-four (24) hours in advance of the time such inspection is desired.
- D. The physical connection to the District's sewer main must be made by use of an adapter of a type compatible with materials being joined. The connection shall be watertight. No cement grout materials are permitted.
- E. Back-filling of the service line trench must be accomplished within twenty-four (24) hours of inspection and approval. No debris will be permitted in the trench.
- F. A connection permit will be granted after inspection confirms that all requirements of these Rules and Regulations have been met. The security deposit will then be refunded except as provided in Section IV. B. above.

V. EXCLUDED FLOW AND WASTE

- A. No waste material which is not biologically degradable, including mud and debris accumulated during service line installation, or caustic acid, industrial grease, or other substance requiring pretreatment will be permitted to be discharged into the District's sewage facilities unless authorized in writing by the District.
- B. No downspouts, yard or street drains, or gutters will be permitted to be connected into the District's sanitary sewer facilities.
- C. Swimming pool connections will not be made to the District's sewer system unless approved by the District.
- D. During or after construction of any part of the District's sewer collection system and prior to such part actually being placed in service; such part of the system shall be plugged so that no foreign material in such part will enter the rest of the system or the District's treatment facilities.

VI. VIOLATIONS

- A. Failure to adhere to the regulations set forth herein will result in the forfeiture of the deposit described above and shall be punishable by fine and/or imprisonment as set forth in the Order of the District's Board of Directors adopting these Rules and Regulations.
- B. Water service will not be provided by the District until the requirements herein have been met and a written permit has been granted and provided to the applicant.

APPLICATION FOR WATER AND SEWER SERVICES

GENERAL INFORMATION

Number _____

Make Checks Payable To (District) _____ Date of Application _____

ESTABLISHMENT NAME _____

Service Address _____

OWNER'S NAME, _____ OWNER CONTACT _____

Address _____ City/State _____

Phone _____ Fax _____

.....

Party Responsible for Water Bill _____ Contact _____

Address _____ City/State _____

Phone _____ Fax _____

GENERAL CONTRACTOR _____ Contact _____

Address _____ City/State _____

Phone _____ Fax _____

.....

Legal Description of Property _____
(complete appropriate blocks) Block Lot Sec. Reserve Tract

Anticipated Construction Start Date _____

Size of Property _____ acres or _____ square feet.

Number of floors in building(s) _____ Number of buildings _____

if Condos/apts., number of units _____ Number of square feet above first floor _____

if Strip center list type of tenants _____

Applicant's Signature _____ Date _____ Phone _____

ALL APPLICABLE BLANKS MUST BE COMPLETE FOR APPLICATION TO BE PROCESSED. INCOMPLETE APPLICATIONS WILL BE RETURNED TO MAKER. ALL DEPOSITS WILL BE FORFEITED IF REQUIRED INSPECTIONS ARE NOT MADE BY THE DISTRICT'S OPERATOR, H2O INNOVATION OPERATION & MAINTENANCE, LLC., 281-353-9809.

APPLICATION FOR SANITARY SEWER TAP

(please print or type)

District _____ Date _____

Project Name _____

Service Address-----,-----
(street) (city, state) (zip)

Type of materials to be used: PVC ___ ABS ___ VC ___ CI ___ Other _____

Signature of Applicant _____ Date _____

Will facility contain commercial kitchen facilities? ___ Yes _____ No _____

Type of sewer effluent: Normal domestic ___ Acids ___ Caustics ___ Hair _____

Grease ___ Heavy Metals _____ Other _____

Number of Sanitary Sewer Taps _____

Number of Sanitary Sewer Inspections (other than taps) _____

Number of Storm Sewer Taps _____

Number of Storm Sewer Inspections _____

ALL SEWER LINES MUST BE INSPECTED BEFORE COVERING INCLUDING UNDER THE SLAB FOR COMMERCIAL PROJECTS. FAILURE TO GET REQUIRED INSPECTIONS WILL RESULT IN FORFEITURE OF ALL DEPOSITS AND/OR LOSS OF WATER SERVICE.

APPLICATION FOR WATER MAIN TAPS

(Please print or type)

District _____ Date _____ Number _____

Project Name, _____

Service Address, _____
street city zip

Billing Address -----
(For Water Bill) street city zip

Applicant's Signature _____ Phone, _____ Date _____

Domestic Water Taps Required	Number _____	Size _____
Additional Water Taps Required	Number _____	Size _____
Irrigation Water Taps Required	Number _____	Size _____
FireService Water Taps Required	Number _____	Size _____

District Use Only:

Date application received _____ Date construction authorized _____

Date permit issued _____

Fire taps: _____ x _____ inch _____ meter no., _____

Acct No. _____ (if applicable)

Date taps installed: _____ By: _____

Date billing accounts set up: _____ By: _____