

RULES AND REGULATIONS

I. WATER RULES AND REGULATIONS

1.01 Water Services on Private Property-General

Application for connection: Application forms and permits for connection are available at the Township office. These forms will provide for payment of the connection fees at the time request is made for service. Permits must be secured from the Township prior to commencement of any installation.

A. Services through 2.0” - Private Portion:

1. Installation:

All water services must be buried between 5 and 7 feet deep. Water services will meet the same specifications as the public portion.

2. Inspection:

The Township must inspect all water services under pressure prior to backfill.

3. Acceptable Material Allowed:

Type K Copper, annealed, seamless, ASTM B-88, unless otherwise allowed by plumbing code and approved by the Township in writing.

B. Services 4.0” and larger (Fire Lines): The tee and valve on the public water main shall be a minimum of 6”.

1. Installation:

The customer shall construct, own, and maintain the water line at its expense in its entirety.

2. Inspections/Testing:

Inspections, pressure testing, and bacteria sampling must be done in accordance with the Township mainline specifications.

3. Acceptable Materials Allowed:

All services must be of Class 52 (or greater) cement-lined Ductile Iron Pipe. All construction materials must meet the specifications for watermains.

4. Valves:

A valve must be installed at the point the water service is connected to the Township watermain.

5. Tapping Method:

Tapping sleeves shall be Ford stainless steel tapping sleeves style FTSC or approved equal. Ductile iron tapping sleeves will be required on PVC pipe.

1.02 Water Service Size, Tapping, Meters-General

A. Water Service Size:

1. Single and two-family residences - minimum 1.0” service. See detail “Separately Billed Multiple Meter Setting Standard” at the end of this section for service setup for duplexes if multiple meters are needed.
2. Multi-family, commercial and industrial - minimum 1.5” service. See detail “Separately Billed Multiple Meter Setting Standard” at the end of this section for multiple meter set up for multi-family building.

B. Taps:

If the service has not been pre-tapped, the Township contractor will bring the water service connection to the road right-of-way line. If the water service pipe has been installed out to the road prior to this, the Township contractor will connect the line to the tap provided sufficient pipe has been provided. If the tap is to be made before the line to the house is installed, the homeowner or plumber must mark the tap location with a stake.

C. Meters and reading devices:

The homeowner or plumber is responsible for the installation of the water meter. Access to the meter must be maintained. Township personnel will install a remote reading device to the meter.

D. Inspections:

All water service installations must be inspected by the Township. Water inspections can be scheduled by calling the Township Maintenance Building at (616) 396-1891 from 7:30 a.m. to 8:00 a.m. each weekday morning. A permit number is required to schedule an inspection.

E. Installation Requirements:

All connections and services must meet the requirements of the Michigan State Plumbing Code and EGLE Administrative Rules.

F. Meter/Service Sizes:

Meter and service sizes must be approved by the Township as suitable for the proposed application.

The following service sizes will be allowed: 1.0", 1.5", 2.0", 4.0", 6.0", 8.0", 12.0", and larger. Exceptions to these sizes can be made when the Township determines necessary.

The Township reserves the right to refuse or limit water service when service could overburden the system.

G. Cross Connections:

All connections must meet the requirements of the Holland Charter Township Cross Connection Rules.

H. Fire Hydrants:

Fire hydrants will not be installed on private fire lines. Exceptions may be authorized by the Township on certain high pressure systems when standard hydrants are not used.

I. Special Materials:

The Township reserves the right to require special materials, bedding, and/or construction methods when conditions warrant.

J. Availability:

Water service will be deemed available when the water main lies in a right-of-way or easement adjacent to the property being served.

K. All water services will serve one building only. Exceptions may be made if authorized by the Township for certain complexes and then only after the water is metered.

1.03 Meters

A. Installation:

Commercial/Industrial sites will be required to have a separate meter for irrigation.

All meters must be installed at the expense of the customer.

All meters must be located at the point of the water service entrance into the building.

Meters must be installed horizontal and according to the manufacturer's specifications.

Ball type valves must be installed immediately upstream and downstream of each meter.

Meters may not be installed in pits unless approved by the Township, in which case the meter pit must be purchased from the Township.

Meter pits must be installed according to the manufacturer's specification.

Meter by-passes will not be permitted without Holland Charter Township's Water and Sewer Department prior written approval (or Holland Board of Public Works when in their service area).

B. Accessibility:

All meters must be placed in a location readily accessible to Township personnel.

Crawl space installations must be approved by the Township prior to service installation.

When more than one meter is installed in a building for metering of tenant spaces, piping and meter configurations must be approved prior to installation and separate shut-offs, accessible to the Township, must be provided.

C. Protection:

Meters and equipment must be protected from freezing and other damaging elements.

D. Fittings:

All pipe and fittings prior to metering must be Class 52 cement-lined Ductile Iron, copper, or brass lead free.

The Water Department may elect to furnish meter horns and inside fittings, the cost of which will be included with the connection fees.

E. Ownership:

All meters shall remain the property of the Township.

All meters shall be furnished by the Township, the cost of which will be passed on to the customer and included in the connection fees.

1.04 Water Booster Pumps

A. In no instance shall a booster pump be installed unless such installation has first been approved in writing by the Township.

B. Any property owner desiring to install a booster pump shall apply to the Township in writing for approval. This application shall include an explanation of the need for the booster pump. The application shall be signed by the property owner and a licensed plumber. The property owner and licensed plumber shall certify that the water pressure is now or may become inadequate without the proposed booster pump.

This application shall also include a diagram showing the make and model of the booster pump and its proposed location.

- C. The Township shall review all booster pump applications and approve those that will not present a threat to the public health and safety of the other users of the Township water system. The decision of the Township shall be final.
- D. If installation of a booster pump is approved, such approval shall be in writing and there shall be attached to that approval the plan which is approved by the Township. The booster pump shall be installed by a licensed plumber who shall certify in writing to the Township that the pump has been installed in accordance with the Plan approved by the Township. When approved, the booster pump shall follow the configuration as shown in the schematic drawing at the end of this section.
- E. If at any time water service is available from a water main to the premises in question that would make continued use of the booster pump unnecessary, the property owner shall connect to the new main and remove the booster pump, all at the property owner's expense, within such reasonable period of time as shall be determined by the Township.

2.01 Fire Hydrant Usage Policy

No person, except an employee of the Township or other person duly authorized by the Township, shall open or use any fire hydrant without first obtaining a hydrant usage permit from the Township. Failure to obtain a permit constitutes tampering with Township property and theft of unmetered water.

If an unauthorized person is found to be using a public or private fire hydrant, the following actions may be taken.

1. The water will be shut off immediately and the hose disconnected. If the user is not present the hose will be removed and taken to the Township.
2. The user will receive written notification of a \$100.00 service charge for unauthorized fire hydrant usage. This service charge plus any additional charges deemed necessary shall be paid before the user's hose is returned and/or prior to issuance of any subsequent permits.
3. If any unauthorized user refuses to disconnect from a fire hydrant when so ordered by Township personnel, the Sheriff's Department will be called to take action.
4. Legal action may also be taken against unauthorized fire hydrant users if necessary.

Fire Hydrant Usage Permits will only be issued during regular working hours (8:00-5:00 p.m., Monday through Friday). There will be NO exceptions for nights and weekends. Questions may be directed to the Holland Charter Township Water & Sewer Department at (616)-395-0078.

II SEWER RULES AND REGULATIONS

1.01 Connection and Use

Connection to the sewer system and use of the sewer system is governed by Section 34 of the Holland Charter Township Code. For regulations governing the use of the sewer system and penalties for violations see Section 34 of the Township Code. Connection will only take place after all requirements have been met and the Township takes ownership of the improvement

1.02 Application for Connection

Application forms and permits for connection are available at the Township Office. These forms will provide for payment of an inspection fee, assessments, and charges at the time request is made for service. Permits must be secured from the Township prior to commencement of any installation.

1.03 Sewer Service Installation on Private Property

A. Acceptable lateral materials are:

1. PVC sewer pipe, ASTM D-2665, Schedule 40 with solvent welded joints.

B. Size and grade:

Four (4) inch minimum size for single and two-family residential and six (6) inch minimum for all other wyes laid at a minimum grade of 1/8 inch per foot from the lateral (stub) at the property line to the building.

PLEASE NOTE: A grade of 1/4 inch per foot is recommended.

C. Cleanouts:

1. A four (4) inch cleanout shall be placed within five (5) feet of the building. (A four (4) inch cleanout located just within the basement wall shall be sufficient.)
2. Four (4) inch cleanouts shall be placed at all bends totaling greater than 45 degrees and at every one hundred (100) feet.

D. Adaptors for size changes and/or types of pipe shall be approved by the Township. (6" x 4" Fernco adaptor by Hamilton/Kent or equal)

E. Inspection manholes will be required by the Township to monitor flows of industrial and/or commercial users before entering the public sewer system. (Manholes to be ASTM C-478 or equal.)

1.04 Requirements for Sewer Taps

- A. Notification: A minimum of two days of notification are required. (Some instances may take longer than two days to schedule.)
- B. Permits: All permits are required prior to work (sewer, street cut, etc.)
- C. Excavation: All excavations will be safe prior to the Township personnel entering the trench. Township employees will follow OSHA guidelines. Township employees will not be required to enter excavations they deem unsafe.
- D. Dewatering: Contractor will be responsible for dewatering. The excavation will have to be dewatered to a minimum of six inches below sewer main. This six inch minimum will have to be maintained during the entire tapping process.
- E. Materials: The Township will supply the saddle and tap. The contractor will be responsible for all pipe materials. Laterals will be six inch PVC and shall be SDR 23.5 or Schedule 40 to the property line or easement line. After the property line or easement line the material shall be in accordance with the plumbing code.
- F. Depth: A depth sufficient to serve the lowest level will be required.

1.05 Grinder Pumps

Any grinder pumps (lift pumps) must be approved in writing by the Township. The owner of the building shall pay all costs related to the pump(s), including operational costs and the costs of all necessary maintenance, repair, and replacement.

III. POLICY AND PROCEDURE FOR ABANDONMENT/RECONNECTION OF UTILITY SERVICE

All water and sewer customers connected to the Holland Charter Township Consolidated Water and Sewer Systems (serving portions of Holland, Park, and Zeeland Townships) are required to pay a Ready-to-Serve charge regardless of whether or not the service is currently being used.

A water service can be abandoned by removing the water meter and disconnecting the water service at the tap or at the curb stop as directed by the Water & Sewer Department.

When single water service multiple meters/accounts, one or more of these accounts can be abandoned by removing the meter, all fittings and valves back to the main service line as directed by the Water & Sewer Department.

A sewer service can be abandoned by disconnecting the sewer and plugging the lateral at the property line.

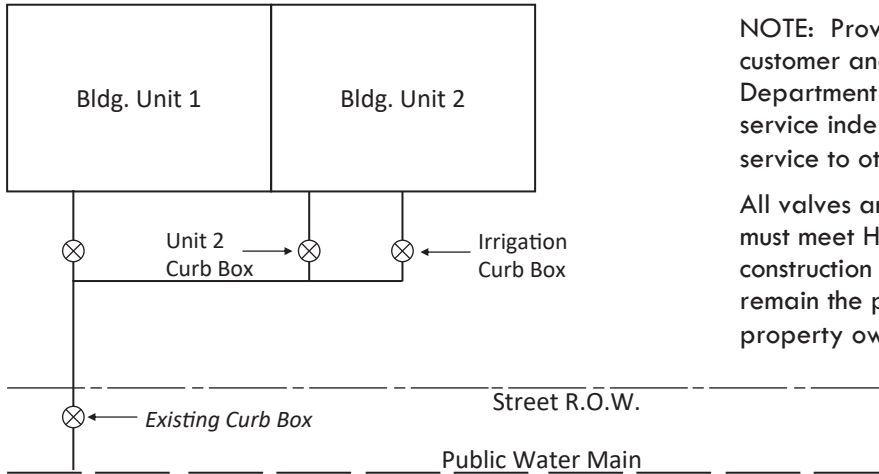
Once a service is disconnected it will be considered abandoned. Reconnection will be considered a new service and will incur all of the costs associated with a new connection

including, but not limited to, tap fees, meter charges, and inspection fees. A new service will be subject to all rules, regulations, and policies in effect at the time of reconnection.

Any assessments and trunkages paid related to the original connection will remain with the property and be credited at the time of reconnection.



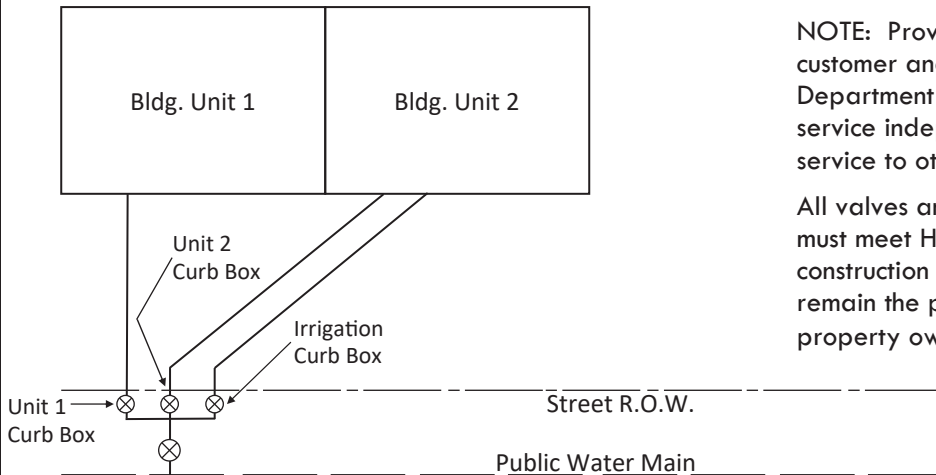
EXISTING BUILDING CONVERTED TO A DUPLEX STANDARD



NOTE: Provide a meter for each separately billed customer and valving that enables the Water Department to operate each water customer's service independently, without disrupting water service to other customers.

All valves and fittings must be brass or copper and must meet Holland Charter Township standard construction requirements. The additional curb stops remain the property and responsibility of the property owner.

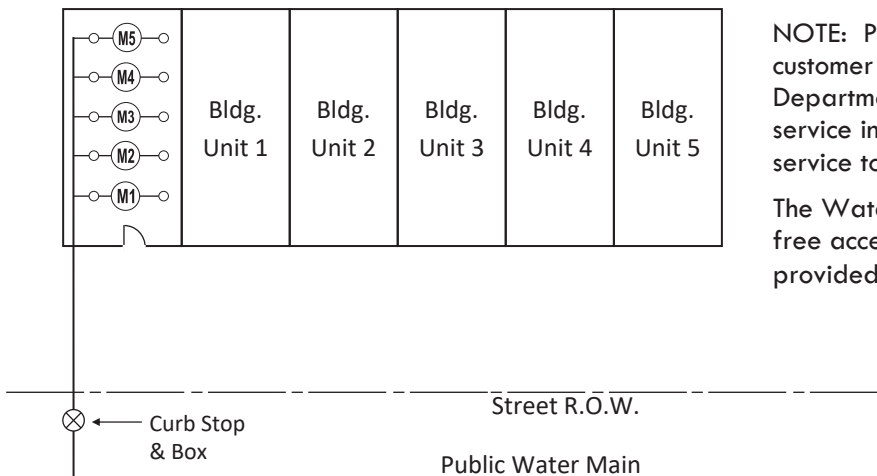
PROPOSED NEW DUPLEX BUILDING STANDARD



NOTE: Provide a meter for each separately billed customer and valving that enables the Water Department to operate each water customer's service independently, without disrupting water service to other customers.

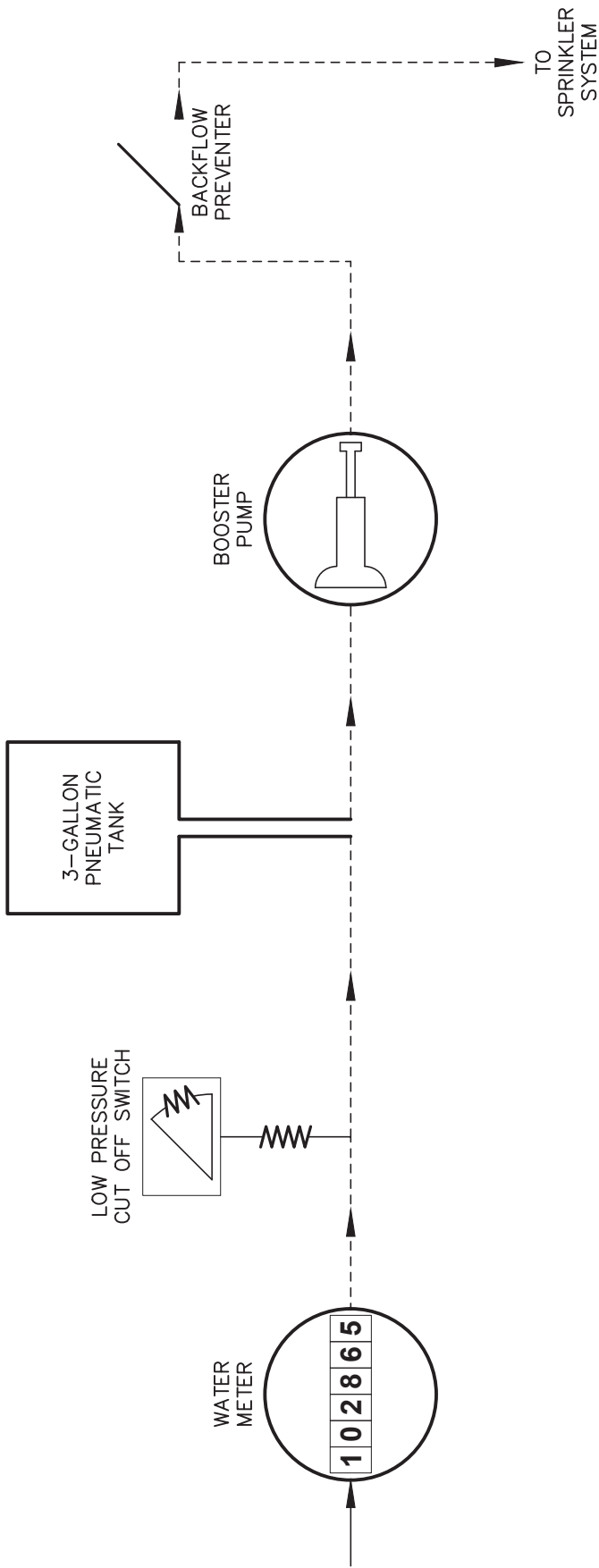
All valves and fittings must be brass or copper and must meet Holland Charter Township standard construction requirements. The additional curb stops remain the property and responsibility of the property owner.

MULTIFAMILY BUILDING STANDARD



NOTE: Provide a meter for each separately billed customer and valving that enables the Water Department to operate each water customer's service independently, without disrupting water service to other customers.

The Water Department requires 24hr/day unlimited free access to meter utility rooms. Access must be provided without passing through any tenant spaces.

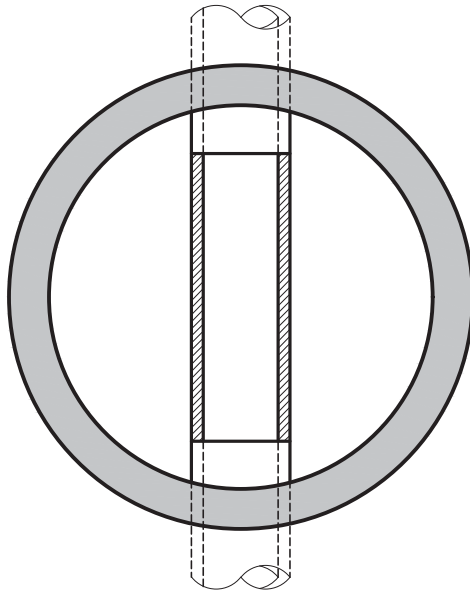


SAMPLE BOOSTER PUMP CONFIGURATION



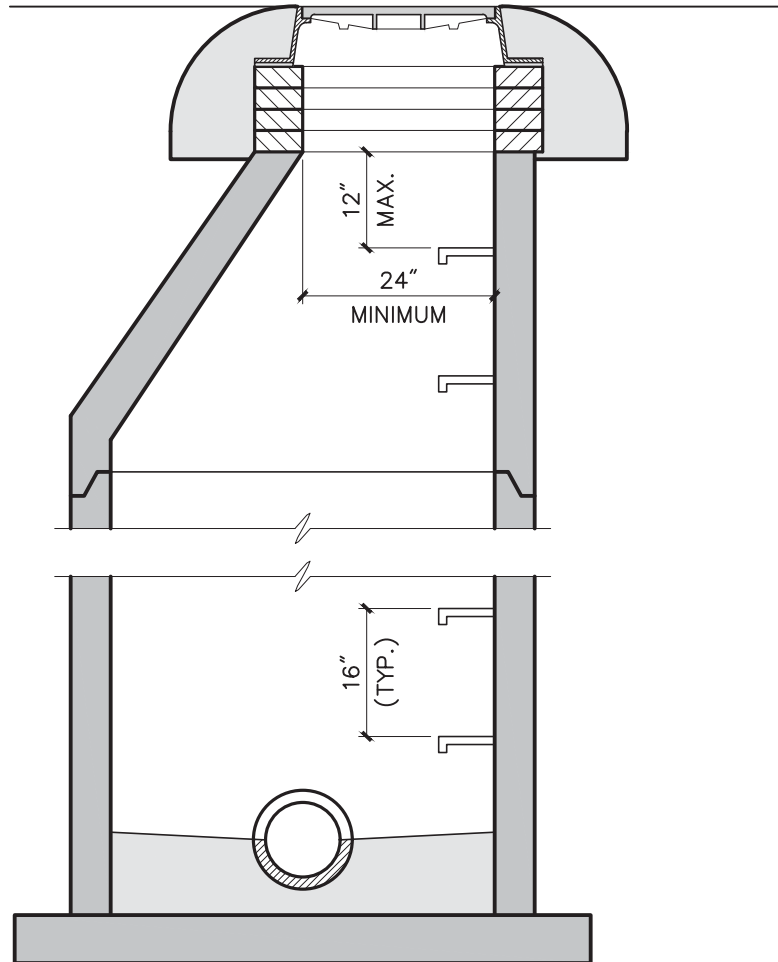
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PRECAST MANHOLE
 UNDER 6' - 4' DIAMETER
 OVER 6' - 5' DIAMETER

PLAN VIEW

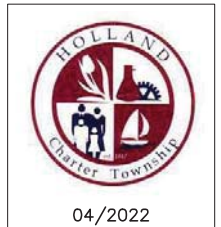


SECTIONAL VIEW

MONITORING MANHOLE

SCALE : NONE

RR-11



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