

# COMMISSION OF PUBLIC WORKS CITY OF GREER, SOUTH CAROLINA



## EXTENSION POLICY

REVISED AND APPROVED THIS 28<sup>th</sup> DAY OF OCTOBER 2024.

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Eugene Gibson, Chairman

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# GENERAL INFORMATION

## POLICIES APPLICABLE TO ELECTRIC, NATURAL GAS, WATER AND WASTEWATER EXTENSIONS

1. It is the intent of this policy to establish the basis for extending Greer Commission of Public Works (GCPW's) electric, water, natural gas, and wastewater systems.
2. Extensions will not be made when any applicant is delinquent in the payment of any money owed GCPW or has not satisfactorily performed all prior contractual agreements.
3. All applicants must designate, in writing, a fully authorized agent for the purposes of this policy. Hereinafter, the agent shall be called the "Developer".
4. All applicants shall submit all required documentation for new development projects for GCPW Utility review effective January 1, 2025. Applicants shall be responsible for all applicable GCPW utility review fees, the fees shall be due at the time of the request. Applicants shall allow 30 days for review from the time of submission and utility review fee payment. After the Utility Review process, any developer changes that cause GCPW additional review or design changes will be billed per hour for the additional time associated with re-design or review by utility.
5. GCPW will extend its distribution system(s) along roadways dedicated for public use or within the confines of utility easements acceptable to GCPW. The Developer, as part of the consideration for GCPW extending its distribution system, shall, upon request of GCPW and without cost to GCPW, execute and deliver, such easement deeds as, in the opinion of GCPW, are required for it to extend its distribution systems to the property to be served by the proposed extension. Developer will reimburse GCPW for cost of easements obtained by GCPW from third parties.
6. Where an extension is on land owned or controlled by the Developer, the Developer shall be required, as part of the consideration for GCPW extending its distribution system, to clear, arrange to have cleared, or be responsible for such costs as GCPW may incur in clearing the right-of-way for the extension of the distribution system.
7. For Subdivision Developments, townhomes, or apartments (5 or more newly developed parcels or greater than 5 apartment/townhome units) Developer shall provide final engineering plans as approved by the government agency having local jurisdiction and must include the following details:
  - a. Property lines
  - b. Topographic lines
  - c. Landscape plan
  - d. Easement to be dedicated
  - e. Paved areas (i.e. streets, parking and driveway locations)
  - f. Drainage (i.e. storm drains, retention areas)
  - g. Existing and proposed utilities (i.e. water, sewer, gas, telephone and TV cable)
  - h. Legal property description
  - i. Total load requirements and service main size (Power Riser diagram)

The Developer's Engineer or Surveyor shall provide digital files on a CD or DVD in both PDF and AutoCAD format (.dwg). GCPW does not use civil packages inside AutoCAD; therefore, the AutoCAD drawing must be tied to State Plane Coordinates in order for the drawings to be placed in the correct position in GIS.

Provide in NAD 1983 South Carolina State Plane Coordinates (FIPS 3900 feet) oriented true north. Elevations shall be related to the North American Vertical Datum of 1988 (NAVD 88). The bench mark and vertical datum shall be noted on the plans.

## DEFINITIONS

1. **Acceptance** - The time when GCPW takes possession of the water or wastewater system for operation and maintenance, and all requirements for deeding of the system to GCPW have been met including the issuance of a Service Acceptance Letter.
2. **Capacity Fee Study** - GCPW's Water and Wastewater Capacity Fee Study, latest version or revision.
3. **GCPW's Minimum Standards** - GCPW's published Minimum Standards for the Design & Construction of Water and Wastewater Systems, latest revision, or any other GCPW specification or policy.
4. **Design** - The engineering work necessary to physically layout the extent of water, electric, natural gas, and/or wastewater construction for serving proposed GCPW customers.
5. **Developers Work** - Any planning or construction relating to development of a new subdivision, parcel of land or structure by a Developer.
6. **Extension Agreement** - A legal agreement between GCPW and the Developer which establishes the conditions under which GCPW will assume ownership of water or wastewater assets constructed by the Developer and provide water or wastewater services.
7. **Equivalent Residential Unit or ERU** – The representative of a single-family residential dwelling unit receiving water service from a 5/8 x 3/4 -inch metered connection and discharging normal domestic-strength wastewater (which is currently designated at 300 gallons per day for water and 250 gallons per day for wastewater) through a comparably sized wastewater connection to apply a common level of service for unit contributory loading guidelines.
8. **Facility** - A building or structure or a group of buildings and structures to be served.
9. **Letter of Commitment** - A written document furnished to GCPW outlining an Developer's intentions for extending GCPW water or wastewater mains or an Developer's commitment to tie into GCPW facilities.
10. **Master Water Meter** - Water meters that serve more than one residential or commercial building unit.
11. **Service Acceptance Letter** - A letter from GCPW's Engineering Department notifying that all requirements for approval of the system and service acceptance have been met.
12. **Wastewater Collection System** - The system of gravity sewers, sewer pump stations, and sewer force mains necessary to properly collect and transport the wastewater for treatment.
13. **Water Distribution System** - Those mains, hydrants and appurtenances relating to the distribution of water.
14. **Water Main Extension** - The addition of any water main, facilities and/or appurtenances to GCPW's water distribution system.

15. **Wastewater Main Extension** - The addition of any wastewater main, facilities and/or appurtenances to GCPW's wastewater collection system.
16. **Primary Electric Lines** – Electrical lines with at 7.2kV phase to ground/neutral or greater.
17. **Secondary Electric Lines** – Electrical lines that bus secondary voltage, at 277V or less phase to ground/neutral, from point to point.
18. **Service Lines** – The last electrical line segment from GCPW to the point of delivery, at 277V or less phase to ground/neutral.
19. **Standard Electric Service Voltages** – GCPW will provide service at the following voltages: 120/240V Single phase, 120/208V Wye Three Phase, 277/480V Wye Three Phase.
20. **Authority Having Jurisdiction (AHJ)** – A person or agency authorized by a governmental body to inspect and approve customer electrical installations.
21. **Electric Meter Enclosure** – A device that houses a meter socket with and load terminals.
22. **Electric Meter Socket** – A device that provide support and means of electrical connection to a watt-hour meter.
23. **Point Of Delivery (POD) or Delivery Point** – The point designated by GCPW that determines delineation between GCPW owned facilities and customer/developer owned facilities.
24. **Temporary Construction Services** – Electrical service provided temporarily for the purposes of providing temporary electrical service during construction.
25. **Single Phase Service** – Three wire service consisting of two 120V (phase to neutral) energized legs and a neutral.
26. **Three Phase Service** – Four wire service consisting of three energized legs and a neutral. Voltages provided are 120/208V 3 phase or 277/480V 3 phase.
27. **Electric Meter** – Watt-hour meter owned by GCPW.
28. **Electric Line Extension** - The addition of any electric lines, facilities and/or appurtenances to GCPW's electric distribution system.

# POLICIES SPECIFICALLY FOR WATER EXTENSIONS

## 1. Approach Mains

An approach main is defined as a main extension that is necessary to provide water service to a parcel of property or development. An approach main connects a Developer's proposed water system with an existing water facility owned and operated by GCPW that has available capacity to provide the required level of service for all phases of the development. GCPW will not extend an approach main at its expense unless the approach main is part of an approved capital project plan for general expansion of GCPW's system. All costs for the approach main necessary to provide the required level of service for all phases of the development shall be borne by the Developer. The Developer shall be responsible for the design, permitting, and construction of the approach main and for deeding the water assets to GCPW for operation and maintenance. All mains, hydrants, valves, services and appurtenances shall be designed and installed in accordance with GCPW's Minimum Standards.

## 2. Alternative Source Mains

An alternate source main is defined as a water main that provides a second supply of water to an area, development, or subdivision. It is installed to assure that GCPW customers will be minimally inconvenienced in case of a supply interruption, and to comply with SCDES regulations regarding looping of water systems to avoid unnecessary dead ends.

GCPW requires an alternate source main be installed when an alternate source of water supply is available within 500 feet of the new development. All costs for the alternate source main shall be borne by the Developer. In cases where the alternate source is not accessible via public right-of-way, the Developer shall diligently attempt to obtain the easement(s) or encroachment permit needed to access the alternate source. Unusual construction conditions that preclude this policy requirement include wetlands crossings, open cuts over 10 feet deep, or documented denial of the easement(s) or encroachment permit needed to access the alternate source. Roadway crossings in the method prescribed by the permitting authority will be considered as normal construction and will be required if necessary. For distances greater than 500 feet, or if the unusual construction conditions exist, GCPW may elect to provide funding over and above what is normal to install the alternate source main; provided however, that the Developer contributes or is responsible for that portion of the estimated cost for normal installation. The size of the alternate source main shall be equal to the main at the connection point in the new system or the existing main that will serve as the secondary supply source, and in all cases, shall not be less than 6-inches.

## 3. Extensions within New Development

GCPW will not extend water systems within new development at its expense. All costs for the water system extension necessary to provide the required capacity to serve all phases of the development shall be borne by the Developer. The Developer of the property shall be responsible for the design, permitting, and construction of the water system extension and for deeding the water system assets to GCPW for operation and maintenance. All mains, hydrants, valves, services and appurtenances shall be designed and installed in accordance with GCPW's Minimum Standards.



#### 4. Extensions within Subdivided Property

GCPW will not extend water systems at its expense to serve subdivided property that was served prior to the property being subdivided. All costs for the water system extension necessary to provide the required capacity to serve the subdivided property shall be borne by the Developer. The Developer of the property shall be responsible for the design, permitting, and construction of the water system extension and for deeding the water system assets to GCPW for operation and maintenance. All mains, hydrants, valves, services and appurtenances shall be designed and installed in accordance with GCPW's Minimum Standards.

#### 5. Mains with Future Service Capacity

GCPW reserves the right to establish design parameters for all proposed water systems serving new residential, commercial, institutional and/or industrial developments so that all water system improvements are consistent with GCPW's master plans. These design parameters will require the water systems to include design capacity to serve future phases of a development, and may require design capacity to serve other potential areas as identified by GCPW's master plans. The cost of designing and constructing the mains required for future phases of development will be paid by the Developer requiring the main extension. GCPW will not provide funding for the additional costs associated with designing and constructing a water main, which includes provisions for future phases of a development. GCPW may elect to provide design and construction funding to increase main capacity and/or length for other future needs that are not associated with the development requiring the main extension. In this case, GCPW funding will only be for the incremental cost of design, materials and installation associated with upsizing facilities beyond the capacity needed to supply all phases of a development requiring the extension.

#### 6. Service Lines

A service line is defined as the line extending from a water main used to connect a facility. Service lines from the main to the service meter are owned, operated and maintained by GCPW. The remainder of the line from the meter to the facility is owned, operated, and maintained by the facility to be served. GCPW will not extend a service line at its expense. All costs for the service line necessary to provide the required level of service for all phases of the development shall be borne by the Developer. The Developer shall be responsible for the design, permitting, and construction of the service line in accordance with GCPW's Minimum Standards. Connection to GCPW water mains shall be in accordance with GCPW's Minimum Standards, including the payment of any tap fees related thereto. GCPW will make all taps less than 2" diameter; Developer's contractor will be required to make taps sized 2" and above. The tapping of mains by a contractor must be witnessed and inspected by GCPW.

## WATER SYSTEM ACTIVATION / SERVICE ACCEPTANCE

Water systems will not be activated, or approved for providing water service in any capacity, until all the following steps are completed:

1. All requirements established by SCDES have been completely satisfied.
2. All requirements established by GCPW Engineering have been completely satisfied. Requirements are published in GCPW's Minimum Standards but may require supplemental requirements for specific developments.
3. GCPW issues a Service Acceptance Letter.

## FIRE HYDRANTS

The jurisdictional authority for fire protection in the project area shall be responsible for determining the minimum requirements for fire hydrants. GCPW reserves the right to require the installation of fire hydrants in addition to the minimum required by the jurisdictional authority. When no jurisdictional requirements are established for the project area, fire hydrants will generally be spaced at intervals of 1000 feet in rural areas and at intervals of 500 feet in urban areas, as determined by GCPW's Engineering Department. GCPW reserves the right to require closer fire hydrant spacing, solely at its discretion.

All costs for fire hydrants required for new development or upgrade to an existing development shall be borne by the Developer. The Developer of the property shall be responsible for the design, permitting, and construction of the fire hydrants in accordance with GCPW's Minimum Standards and for deeding the fire hydrants to GCPW for operation and maintenance. All fire hydrant testing fees are due at time of application and prior to GCPW scheduling the test. Test results will be available within 30 days of the test.

All installed fire hydrants become the property of GCPW. GCPW will own, operate and maintain fire hydrants that are conveyed along with the appropriate easements where required.

GCPW does not allow the installation of private fire hydrants.

## RETAIL METERING

### 1. General

GCPW will only allow one (1) water meter per residential or commercial unit except for an additional meter for an irrigation system or lawn sprinkler. Other exceptions may be considered on a case-by-case basis. GCPW Cross-Connection Control Program requirements apply to all water service connections.

## 2. Individual Meters

GCPW requires an individual water meter for each of the following types of domestic services:

1. Each one-family detached dwelling
2. Each unit in a one-family attached dwelling
3. Each unit in a two-family dwelling
4. Each unit in a multiple dwelling with fewer than six (6) units per building
5. Mobile homes
6. Each commercial establishment
7. Each commercial establishment in a multiple occupancy building with one (1) story

## 3. Master Meters

A master meter is defined as a water meter that serves multiple dwellings, premises, or establishments, or a water distribution system not owned by GCPW. Master Meters are allowed for each of the following types of retail domestic services:

1. Each multiple family dwelling building with at least six (6) units per building
2. Each multiple occupancy commercial building with two (2) or more stories

In all cases of master metering, the meter may serve as a dual-purpose meter for domestic needs and fire suppression needs, if applicable. GCPW does not accept service contracts for master water meters and such meters must be owned and maintained by the customer.

## FIRE SERVICES

### 1. Dedicated Fire Services

A dedicated fire service is defined as an unmetered service to a single structure, without looping or connection to a public or private hydrant, which provides water supply for usage in internal fire protection systems only. No commercial, domestic, industrial, or other water uses are allowed. In all cases, the applicant for a dedicated fire service shall submit plans prepared by a professional engineer to GCPW Engineering Department for review and approval prior to installation. GCPW will designate the point of connection to the water system. GCPW will only be responsible for operation and maintenance of the dedicated fire service from the GCPW water main to the edge of the right-of-way or easement. GCPW Cross-Connection Control Program requirements will apply along with other requirements in GCPW's Minimum Standards. GCPW reserves the right to require installation of a flow monitoring system on all dedicated fire services.

### 2. Dual Purpose Fire Services

For installations that meet with GCPW's master meter criteria, a single meter may be installed to provide both domestic and fire service (dual-purpose). In all cases, the applicant for a dual-purpose fire service shall submit plans prepared by a professional engineer to GCPW's Engineering Department for review and approval prior to installation. GCPW will designate the point of connection to the water system. GCPW will only be responsible for operation and maintenance of the dual-purpose fire service from the GCPW water main to the water meter. GCPW Cross-Connection Control Program requirements will apply along with other requirements in GCPW's Minimum Standards. GCPW will not permit private water systems for fire service where GCPW capacity is available.

## WATER SYSTEM DESIGN AND CONSTRUCTION PROCEDURES

Any entity wishing to install or extend any GCPW water system facility must adhere to the requirements described in GCPW's Minimum Standards as amended and in force at the time the Extension Agreement is signed. If no Extension Agreement is required, the system must conform to the requirements in place at the time plans are approved for installation by GCPW. If construction does not progress at a reasonable rate following approval or is otherwise not initiated within one (1) year, GCPW will re-evaluate the project based on service availability, fees and design standards to ensure conformance with requirements in place at the time the project is re-initiated. Construction plans must be approved by GCPW's Engineering Department.

## WATER SERVICE AREA

It is the policy of GCPW to provide retail water service to areas inside and outside the city limits of Greer in a manner that will not infringe upon the rights or authorities of other local jurisdictions. GCPW may also provide wholesale and/or retail service based on agreements with other municipalities or governmental agencies.

## WATER SYSTEM TAP FEES

GCPW assesses tap fees to all new connections made to the water system. The tap fee is established based on sound utility rate-making principles and practices for recovering the costs associating with performing the customer service act of making a new system connection (i.e., labor and benefits, equipment, vehicles, materials, etc.). The respective tap fee amounts are defined in GCPW's Schedule of Fees. Tap fees will not be charged for dedicated fire services.

Refer to GCPW's Schedule of Fees for more information and details regarding water system tap fees.

## WATER SYSTEM CAPACITY FEES

### 1. Capacity Fees

Capacity fees, also commonly referred to as impact fees, are a one-time charge implemented when new services are requested as a means for GCPW to recover (in whole or part) the costs associated with capital investments made by GCPW to provide service to future users of the system. Capacity fees will be reviewed periodically and adjusted accordingly in conformance with sound rate making principles and practices for utility systems.

Capacity fees will be assessed to all new residential, commercial, industrial, and institutional development or change in use of a structure any of which creates additional demand and need for water service. If service cannot be provided, the project and associated capacity fees will be deferred until service is available and fees will be due at the prevailing rate at that time. Water capacity fees are assessed on new services based on the size of water meter for service required based on the number of equivalent residential units (ERU) in the proposed project at the capacity fee rate per ERU as set forth in the Capacity Fee Study. Capacity fees for all projects will be assessed and collected after issuance of County or City Building permit. All fees must be paid prior to the initiation of service.

Capacity fees will not be charged on detached single-family residential  $\frac{3}{4}$ -inch irrigation-only services, or dedicated fire services. Capacity fees will be assessed on all other water services.

Further details regarding capacity fees and implementation are set forth in the Capacity Fee Study. In the event of any conflict with these Development Policies and the Capacity Fee Study, the Capacity Fee Study shall govern and control.

## 2. Resubmittals

If the Developer wishes to re-initiate a project or activate a delayed project phase, a new project submittal will be required in conformance with the most current requirements of GCPW's Minimum Standards, at which time capacity fees will be assessed per the most current GCPW fee structure.

Refer to GCPW's Capacity Fee Study for more information and details regarding water system capacity fees.

# POLICIES SPECIFICALLY FOR WASTEWATER COLLECTION EXTENSIONS

## 1. Approach Main

An approach main is defined as a main that is necessary to provide wastewater service to a parcel of property or development. An approach main connects a Developer's proposed wastewater system with an existing wastewater facility owned and operated by GCPW that has available capacity to provide the required level of service for all phases of the development.

GCPW will not extend an approach main at its expense unless the approach main is part of an approved capital project plan for general expansion of GCPW's system. All costs for the approach main necessary to provide the required capacity to serve all phases of the development shall be borne by the Developer. The approach main shall be a gravity sewer when depth of the existing wastewater facilities is sufficient to provide service to any portion of the development. The approach main may be a sewer force main if, as determined by GCPW, both of the following apply: depth of the existing wastewater facilities is insufficient to reach any portion of the development, and the force main serves more than one (1) equivalent residential unit (ERU). When the approach main is a gravity sewer, the approach main shall be connected at full depth and installed at the minimum grade for the size main required to serve all phases of the development. The Developer shall be responsible for the design, permitting, and construction of the approach main and for deeding the wastewater assets to GCPW for operation and maintenance. All gravity mains, force mains, manholes, pump stations, services and appurtenances shall be designed and installed in accordance with GCPW's Minimum Standards.

## 2. Wastewater Main Extensions within New Development

GCPW will not extend wastewater systems within new development at its expense. All costs for the wastewater system extension necessary to provide the required capacity to serve all phases of the development shall be borne by the Developer. Wastewater system extensions shall be by gravity sewer when depth of the existing wastewater facilities is sufficient to provide service to any portion of the new development. The wastewater system extension may be a sewer force main if, as determined by GCPW, both of the following apply: depth of the existing wastewater facilities is insufficient to reach any portion of the new development, and the force main serves more than one (1) equivalent residential unit (ERU). When the wastewater system is extended by gravity sewer, all mains shall be connected at full depth and installed at the minimum grade for the size main required to serve all phases of the development. Exceptions to this requirement may be considered when it can be demonstrated to the satisfaction of GCPW that the main being extended is a terminus main or a main that cannot otherwise be extended in the future to provide service. The Developer of the property shall be responsible for the design, permitting, and construction of the wastewater system extension and for deeding the wastewater assets to GCPW for operation and maintenance. All gravity mains, force mains, manholes, pump stations, services and appurtenances shall be designed and installed in accordance with GCPW's Minimum Standards.

### 3. Wastewater Extensions within Subdivided Property

GCPW will not extend wastewater systems at its expense to serve subdivided property that was served prior to the property being subdivided. All costs for the wastewater system extension necessary to provide the required capacity to serve the subdivided property shall be borne by the Developer. Wastewater system extensions shall be by gravity sewer when depth of the existing wastewater facilities is sufficient to provide service to any portion of the subdivided property. The main extension may be a sewer force main if, as determined by GCPW, both of the following apply: depth of the existing wastewater facilities is insufficient to reach any portion of the subdivided property, and the force main serves more than one (1) equivalent residential unit (ERU). When the wastewater system is extended by gravity sewer, all mains shall be connected at full depth and installed at the minimum grade for the size main required to serve all phases of the development. Exceptions to this requirement may be considered when it can be demonstrated to the satisfaction of GCPW that the main being extended is a terminus main or a main that cannot otherwise be extended in the future to provide service. The Developer of the property shall be responsible for the design, permitting, and construction of the wastewater system extension and for deeding the wastewater assets to GCPW for operation and maintenance. All gravity mains, force mains, manholes, pump stations, services and appurtenances shall be designed and installed in accordance with GCPW's Minimum Standards.

### 4. Wastewater Mains with Future Service Capacity

GCPW reserves the right to establish design parameters for all proposed wastewater systems serving new residential, commercial, institutional and industrial developments so that all wastewater system improvements are consistent with GCPW's master plans. These design parameters will require the wastewater systems to include design capacity to serve future phases of a development, and may require design capacity to serve other potential areas as identified by GCPW's master plans. The cost of designing and constructing the mains required for future phases of development will be paid by the development requiring the extension. GCPW will not provide funding for the additional costs associated with designing and constructing wastewater facilities, which include provisions for future phases of development. GCPW may elect to provide design and construction funding to increase capacity for other future needs that are not associated with the development requiring the wastewater system extension. In this case, GCPW funding will only be for the incremental cost of design, materials and installation associated with upsizing facilities beyond the capacity needed to supply all phases of a development requiring the extension.

### 5. Service Lines

A service line, or service lateral, is defined as the line extending from a wastewater main used to connect a facility. Where clean-outs are present at the property line or road ROW (whichever is closest to the main), the portion of the service line from the main to the clean-out is owned, operated, and maintained by GCPW. The remainder of the service line is owned, operated, and maintained by the facility to be served. Where clean-outs are not present at location described above, the entire service line is owned, operated, and maintained by the facility served. GCPW will not extend a service line at its expense. All costs for the service line necessary to provide the required level of service for all phases of the development shall be borne by the Developer. The Developer shall be responsible for the design, permitting, and construction of the service line in accordance with GCPW's Minimum Standards. Connection to GCPW wastewater mains shall be in accordance with GCPW's Minimum Standards, including the payment of any tap fees related thereto.

## WASTEWATER PUMP STATIONS

### 1. Pump Stations for Development

Pump stations are disfavored because of the increased operational issues and expenses associated with pump stations. Pump stations will only be approved when GCPW's Engineering Department determines that pump stations are the only feasible alternative and in the best interest of GCPW's operation of its wastewater collection system. GCPW will not construct wastewater pump stations at its expense to serve development. All costs for the wastewater pump station necessary to provide the required capacity to serve all phases of the development shall be borne by the Developer. Normally, GCPW shall be responsible for the design, permitting, and construction of the wastewater pump station with Developer paying estimated costs prior to commencement. In unique circumstances, GCPW may allow Developer to design, permit and construct the wastewater pump station to GCPW specifications and standards, provided that GCPW approves all plans prior to construction. All gravity mains, force mains, manholes, valves, pump stations, services and appurtenances shall be designed and installed in accordance with GCPW's Minimum Standards.

### 2. Pump Stations with Future Service Capacity

GCPW reserves the right to establish design parameters for all proposed wastewater systems serving new residential, commercial, institutional and industrial developments so that all wastewater system improvements are consistent with GCPW's master plans. These design parameters will require the wastewater systems to include design capacity to serve future phases of a development, and may require design capacity to serve other potential areas as identified by GCPW's master plan. The cost of designing and constructing the wastewater pump station and associated facilities required for future phases of development shall be paid by the development requiring the pump station. GCPW will not provide funding for the additional costs associated with designing and constructing the wastewater pump station and associated facilities, which include provisions for future phases of the same development. GCPW may elect to provide design and construction funding to increase capacity for other future needs that are not associated with the development requiring the wastewater pump station. In this case, GCPW funding will only be for the incremental cost of design, materials and installation associated with upsizing the wastewater pump station and associated facilities beyond the capacity needed to supply all phases of a development requiring the pump station.

## WASTEWATER SYSTEM ACTIVATION / SERVICE ACCEPTANCE LETTER

Wastewater systems will not be activated, or approved for providing wastewater service in any capacity, until all the following steps are completed:

1. All requirements established by SCDES have been completely satisfied.
2. All requirements established by GCPW Engineering Department have been completely satisfied. Requirements are published in GCPW's Minimum Standards but may require supplemental requirements for specific developments.
3. GCPW issues a Service Acceptance Letter.



## WASTEWATER SYSTEM DESIGN AND CONSTRUCTION PROCEDURES

Any entity wishing to install or extend any GCPW wastewater facility must adhere to the requirements described in GCPW's Minimum Standards as amended and in force at the time the Extension Agreement is signed. If no Extension Agreement is required, the system must conform to the requirements in place at the time plans are approved for installation by GCPW. If construction does not progress at a reasonable rate following approval or is otherwise not initiated within one (1) year, GCPW will re-evaluate the project based on service availability, fees and design standards to ensure conformance with requirements in place at the time the project is re-initiated. Construction plans must be approved by GCPW's Engineering Department.

## WASTEWATER SERVICE AREAS

GCPW wastewater service area includes all areas within the corporate boundary of the City of Greer. GCPW may provide service outside these areas through special agreements with the governing authority having the right to provide wastewater service or by providing service in unassigned areas. GCPW may also provide wholesale service based on agreements with other municipalities or governmental agencies. For property located outside the municipal limits of the City of Greer, annexation is a requirement for wastewater service.

## WASTEWATER TAP FEES

GCPW assesses tap fees to all new connections made to the wastewater system. The tap fee is established based on sound utility rate making principles and practices for recovering the costs associated with performing the customer service act of making a new system connection (i.e., labor and benefits, equipment, vehicles, materials, etc.). The respective tap fee amounts are defined in GCPW's Schedule of Fees.

## WASTEWATER SYSTEM CAPACITY FEES

### 1. Capacity Fees

Capacity fees, also commonly referred to as impact fees, are a one-time charge implemented when new services are requested as a means for GCPW to recover (in whole or part) the costs associated with capital investments made by GCPW to provide service to future users of the system. Capacity fees will be reviewed periodically and adjusted accordingly in conformance with sound rate making principles and practices for utility systems.

Capacity fees will be assessed to all new residential, commercial, industrial, and institutional development or change in use of a structure any of which creates additional demand and need for wastewater service. If service cannot be provided, the project and associated capacity fees will be deferred until service is available and fees will be due at the prevailing rate at that time. Wastewater capacity fees are assessed on new services based on the size of the water meter for service required based on the number of equivalent residential units (ERU) in the proposed project at the capacity fee rate per ERU as set forth in the Capacity

Fee Study. Capacity fees for all projects will be assessed and collected after issuance of County or City building permit. All fees must be paid prior to the initiation of service.

Further details regarding capacity fees and implementation are set forth in the Capacity Fee Study. In the event of any conflict with these Development Policies and the Capacity Fee Study, the Capacity Fee Study shall govern and control.

## 2. Resubmittals

If the Developer wishes to re-initiate a project or activate a delayed project phase, a new project submittal will be required in conformance with the most current requirements of GCPW's Minimum Standards, at which time capacity fees will be assessed according to the most current GCPW fee structure.

Refer to GCPW's Schedule of Fees and the Capacity Fee Study for more information and details regarding wastewater system capacity fees.

# DEVELOPER PROJECT CANCELLATION

## Project Cancellation

Any project without “continued activity” from the Developer, the Developer’s engineer or the Developer’s utility contractor for a period of twelve (12) months will be considered canceled by GCPW and any letter of availability issued by GCPW for utility service shall be considered withdrawn. For this policy, examples of “continued activity” include such actions with GCPW as plan submittals, payment of fees, meetings with GCPW’s Engineering Department Staff, written correspondence concerning design, submittal of permit applications, and water/wastewater construction activities. Revocation or expiration of zoning and building approvals / permits from other governmental agencies having jurisdiction over the project shall constitute evidence of project cancellation. Continued activity must be with GCPW and considered substantial actions and do not include telephone calls, submittals to other municipal planning departments or review boards, or correspondence with other permitting agencies.

Once a project has been canceled by GCPW, any continued progress will require the Developer or his engineer to re-submit the project plans. GCPW will re-evaluate the project based on service availability, fees and design standards to ensure conformance with requirements in place at the time the project is re-initiated. When the project is re-initiated, the appropriate fees will be assessed in conformance with the prevailing GCPW fee structure.

## WATER AND WASTEWATER MAINTENANCE SECURITY

The purpose of the security is to provide readily available funds from which GCPW may draw to make corrections to system deficiencies constructed by the Developer in the event the Developer fails to make warranted repairs. This will allow for a reduction in GCPW costs, reduce repair time, and eliminate connection delays for new customers.

1. Cash Deposit, Irrevocable Standby Letter of Credit or Maintenance Bond
  - a. The Developer will provide GCPW a cash deposit, Maintenance Bond or an Irrevocable Standby Letter of Credit from his/her financial institution for all new GCPW water and wastewater facilities (i.e., water main extensions, gravity main and force main sewer extensions, pump stations, etc.) to be deeded to GCPW for operation and maintenance. This includes those facilities that are permitted through SCDES and those that do not require a permit (i.e. short main & hydrant installations). Individual grinder pump station service(s) will be determined on a case-by-case basis. The letter of credit must be provided by the Developer before the facilities are accepted for ownership and operation by GCPW. This excludes GCPW initiated projects.
  - b. The cash deposit, Maintenance Bond or Irrevocable Standby Letter of Credit amount will equal to fifteen percent (15%) of the cost of the newly installed water and/or wastewater facilities as described on the Asset Inventory Worksheet completed by the certifying engineer at the time of project closeout. The bond or letter of credit shall name GCPW as the beneficiary and shall be in force until GCPW releases the applicant from the warranty, and shall be without conditions.
  - c. The Developer is liable for any/all repairs of system deficiencies for a period of two (2) years from the date of Acceptance. GCPW will notify the Developer by certified letter if such repairs are necessary. Upon correction of the system deficiencies and

approval of said repairs by GCPW, GCPW will notify the Developer's bonding company or financial institution of the Developer's fulfillment of his/her warranty obligations. In the event the Developer defaults on the obligation to make warranted repairs within thirty (30) days of notification from GCPW, GCPW will proceed to correct any/all system deficiencies and notify the Developer's bonding company or financial institution of the warranty default. All costs incurred by GCPW for correction of system deficiencies shall be collected from the Developer's financial institution.

- d. The maintenance bond or letter of credit shall be upon such terms and conditions as required by GCPW. The bonding company or lending institution shall be in good standing and authorized to do business in the State of South Carolina.
- e. A cash deposit shall be required for any security amount less than \$10,000 and may be used for higher amounts at the discretion of the Developer. The cash deposit will be held interest free by GCPW in escrow in the amount and for the purposes set forth above.

# POLICIES SPECIFICALLY FOR ELECTRIC EXTENSIONS

This policy establishes the monetary contribution that the GCPW will provide for the installation of electrical service to residential and commercial premises. The contribution includes the cost of all primary and secondary electrical equipment, including any street lighting, material and labor needed to establish electrical service. Mixed-use commercial and residential developments shall fall under the residential service requirements.

## Residential Single Phase Electric Service

1. Developer shall pay all costs associated with the construction of the electrical distribution system for a new residential development to be served with single phase service this includes: apartment buildings with less than 50 apartment units per structure, townhomes development(s), and single family subdivision development(s).
2. GCPW will prepare estimates for all installations during the Utility review process. If the GCPW estimated cost has not been requested to be invoiced by the Developer within 30 days of providing the estimate to the developer, the estimate is considered expired. After initial estimation during the Utility review, the estimate will only be updated once a project is ready to be invoiced to provide up to date material pricing.
3. All new residential single phase service lines shall be installed underground and are required to be in schedule 40 grey electrical PVC conduit.
4. GCPW crews or contractors shall install all necessary electrical equipment, infrastructure, and appurtenances necessary to serve the development.
5. Point of delivery for underground residential 120/240V single phase services shall be the line side terminals of the meter enclosure for single family dwellings or the line side terminals of the main disconnect for multi-family dwellings.
6. All costs related to express feeder circuits and/or construction of infrastructure to provide the increased capacity to serve a development and meet GCPW minimum standards shall be paid by the Developer/development.
7. All costs related to the electric infrastructure must be paid in full prior to the installation/construction and ordering of materials. Due to equipment lead times and requirements, delays in payment will delay installation timelines and schedules.
8. If rock conditions are encountered during the installation of electric infrastructure, the developer will be given the option to pay GCPW any additional installation cost to remove the rock or remove the rock in the locations necessary to install GCPW infrastructure.

## Three Phase Residential Electric Service

1. Developer shall pay all costs associated with the construction of the electrical distribution system for a new residential development to be served with three phase service, this includes apartment building(s) with 50 apartment units or more per structure. Any structure having 50 apartment units or greater shall require all service lines to other structures within the development site to be served with three phase service(s).
2. GCPW will prepare estimates for all installations. If the GCPW estimated cost has not been requested to be invoiced by the Developer within 30 days of providing the estimate to the developer, the estimate is considered expired. After initial estimation during the Utility review, the estimate will only be updated once a project is ready to be invoiced to provide up to date material pricing.
3. All new residential three phase service lines shall be installed underground.
4. Point of delivery for underground residential three phase residential services shall be the secondary terminals of the three phase pad mounted transformer. The developer shall own and maintain the service wire and secondary beyond the secondary terminals of the transformer. Any proposed interior room installations require review/approval by GCPW Engineering Manager and GCPW Electric Dept. Manager prior to completion of Development design and zoning permitting.
5. The Developer furnishes and installs the transformer/switchgear pads, transformer/switchgear vault rooms, secondary conduit systems, and meter bases to GCPW specifications with inspection by an GCPW inspector.
6. All costs related to express feeder circuits and/or construction of infrastructure to handle increased capacity a development shall be paid by the Developer/development.
7. All costs related to the electric infrastructure must be paid in full prior to the installation/construction and ordering of materials. Due to equipment lead times and requirements, delays in payment will delay installation timelines and schedules.
8. All excavation work pertaining to primary electrical conduit installation within the development site for GCPW primary electric infrastructure shall be conducted by the developer or developer's contractor. The route and manner of installation shall be in accordance with GCPW electric infrastructure design, GCPW standards and approval with inspection by GCPW inspector. Any deviation from the GCPW designed route and manner of installation may incur additional cost to the developer or refusal of acceptance by GCPW.

## Commercial Electric Service

1. Developer shall pay all costs for primary electrical extensions.
2. GCPW will prepare estimates for all installations. If the GCPW estimated cost has not been requested to be invoiced by the Developer within 30 days of providing the estimate to the developer, the estimate is considered expired. After initial estimation, the estimate will only be updated once a project is ready to be invoiced.
3. All new commercial service lines shall be installed underground.
4. The Developer furnishes and installs the transformer/switchgear pads, transformer/switchgear vault rooms, secondary conduit systems, and meter bases to GCPW specifications with the inspection by a GCPW inspector. Any proposed interior room installations require review/approval by GCPW Engineering Manager and GCPW Electric Dept. Manager prior to completion of Development design and zoning permitting.
5. For commercial underground services, the Developer is responsible for furnishing and installing the entire service lateral installation including all conduit, conduit riser, conductor and meter base to GCPW specifications. Any commercial underground services to be fed from an overhead source, GCPW will provide and install a junction box at the base of the pole to provide a point of delivery. GCPW will make final terminations from GCPW conductor to customer owned conductor inside the junction box.
6. All costs related to the electric infrastructure must be paid in full prior to the installation/construction and ordering of materials. Due to equipment lead times and requirements, delays in payment will delay installation timelines and schedules.
7. All excavation work pertaining to primary electrical conduit installation within the development site for GCPW primary electric infrastructure shall be conducted by the developer or developer's contractor. The route and manner of installation shall be in accordance with GCPW electric infrastructure design and approval with inspection by GCPW inspector. Any deviation from the GCPW designed route and manner may incur additional cost to the developer or refusal of acceptance by GCPW.

## Temporary Construction Service

1. Developer shall pay all costs for primary electrical extensions.
2. GCPW will prepare estimates for all installations. If the GCPW estimated cost has not been requested to be invoiced by the Developer within 30 days of providing the estimate to the developer, the estimate is considered expired. After initial estimation, the estimate will only be updated once a project is ready to be invoiced.
3. Developer is responsible for consulting with AHJ on required inspections for temporary service. Inspection requirements for temporary services vary depending on AHJ.
4. The Developer furnishes and installs the transformer/switchgear pads, secondary conduit systems, and meter bases to GCPW specifications with the inspection by an GCPW inspector.

5. For temporary underground services, the Developer is responsible for furnishing and installing the entire service lateral installation including all conduit, conduit riser, conductor and meter base to GCPW specifications. Any temporary underground services to be fed from an overhead source, GCPW will provide and install a junction box at the base of the pole to provide a point of delivery. GCPW will make final terminations from GCPW conductor to customer owned conductor inside the junction box.
6. All costs related to the electric infrastructure must be paid in full prior to the installation/construction and ordering of materials. Due to equipment lead times and requirements, delays in payment will delay installation timelines and schedules.
7. If rock conditions are encountered during the installation of electric infrastructure, the developer will be given the option to pay GCPW any additional installation cost to remove the rock or remove the rock in the locations necessary to install GCPW infrastructure.



# POLICIES SPECIFICALLY FOR NATURAL GAS EXTENSIONS

This policy establishes the monetary contribution that the GCPW will provide for the installation of natural gas service to commercial premises. The contribution includes the cost of all transmission and distribution natural gas equipment, material, and labor needed to establish natural gas service.

## Commercial Natural Gas Service

1. The developer shall pay 100% of the costs associated with the construction of the natural gas main, service and meter infrastructure for a new commercial development.
2. All natural gas mains shall be installed in right-of-way or easement determined by GCPW and Developer. GCPW requires installation of natural gas mains to be completed before installation of telecommunications utilities begin construction. Natural gas mains shall require two feet of clearance from other utilities.
3. GCPW will prepare estimates for all installations. All costs related to the natural gas infrastructure must be paid in full prior to the installation/construction and ordering of materials. Due to equipment lead times and requirements, delays in payment will delay installation timelines and schedules.
4. GCPW crews or contractors shall install all necessary natural gas equipment, infrastructure, and appurtenances necessary to serve the development.
5. The point of delivery for underground natural gas services and meters shall be the outlet side of the gas meter for all commercial applications. This point is identified as shut-off valves (painted red) on the downstream side of the gas meter. Any gas piping past this point is considered customer owned gas piping and is the responsibility of the developer/builder/customer.
6. If rock conditions are encountered during the installation of natural gas infrastructure, the developer will be given the option to pay GCPW any additional installation cost to remove the rock or remove the rock in the locations necessary to install GCPW natural gas infrastructure.