

**DISTRICT OF LANTZVILLE
BYLAW NO. 140, 2018
WATER SYSTEM BYLAW**

WHEREAS the Municipal Council of the District of Lantzville is authorized by sections 8 and 194 of the *Community Charter* to establish the rates and terms under which water may be supplied and used;

NOW THEREFORE the Municipal Council of the District of Lantzville in open meeting assembled enacts as follows:

**PART I - GENERAL PROVISIONS
TITLE AND DEFINITIONS**

Title

1. This Bylaw may be cited for all purposes as the "District of Lantzville Water System Bylaw No. 140, 2018".

Definitions

2. In this bylaw:

"**accessory carriage house**" means a dwelling unit which is contained in a building separate from a single-family dwelling on the same lot and which is intended as a fixed place of accommodation and home life and excludes any tourist accommodation;

"**Applicant**" means an owner or their agent making application for a water service connection;

"**backflow**" means the flow of water or other liquids, mixtures, or substances into the distribution of pipes of a potable supply of water from any source or sources other than its intended source;

"**Building Inspector**" means the Building Inspector of the District and their duly authorized representative;

"**business unit**" means a self-contained unit with a separate entrance intended or used for commercial, institutional or industrial purposes and, without limitation, includes a retail store, office, restaurant, laundromat, service station, car wash, processing plant, beer parlour, campground, hotel, motel, or boarding house;

"**consumer**" means any person or business to whom water is supplied by the District;

"**Corporate Officer**" means the employee appointed as the Director of Corporate Administration under section 148 of the *Community Charter* or a person duly authorized to act in the place of the Corporate Officer.

"**Council**" means the elected Municipal Council of the District;

"**cross-connection**" means any temporary, permanent or potential water connection between the potable public water supply and a source of contamination or pollution;

"**curb stop**" means a shut off valve installed by the District on a service connection with a protective housing to the ground surface;

"**Director**" means the Director of Public Works for the District or a person duly authorized to act in the place of the Director;

"**Director of Financial Services**" means the Director of Financial Services for the District or a person duly authorized to act in the place of the Director;

"**distribution system**" means all water mains and appurtenances thereto, including fire hydrants, pumping stations, reservoirs, pressure reducing stations, meters and service connections installed within any highway, municipal right of way or easement, or municipal property;

"**District**" means the District of Lantzville;

"**District Standards**" means the standards set out in the *Subdivision & Development Bylaw*, and Schedule "B" of this Bylaw, as applicable;

"**dwelling unit**" means a self-contained suite of rooms, including kitchen and bathroom facilities, used or intended to be used as a residence;

"**Miscellaneous Fees and Charges Bylaw**" means the *District of Lantzville Miscellaneous Fees and Charges Bylaw*;

"**Fire Chief**" means the municipal Fire Chief of the District or a person duly authorized to act in the place of the Fire Chief;

"**fire hydrant**" means a device equipped with special threaded connections installed by the District within a highway, municipal right of way, easement, statutory right of way, or on municipal property, connected to a water main to supply water for fire protection purposes;

"**fire line**" means a pipe that is intended solely for the purpose of providing a stand-by supply of water for fire protection;

"**group of parcels**" means two or more contiguous parcels which have been assessed as one folio for the purpose of municipal taxation;

"**institutional building**" means a building intended for public use on a non-profit basis to provide health, educational, recreational or government services, and specifically includes schools, hospitals, rest rooms, places of worship, and government offices;

"**latecomer's charge**" means a charge levied against a property for the right to connect to a water, sewer or drainage system provided by a private developer and deemed to be "excess or extended service" by the District pursuant to section 508 of the *Local Government Act*;

"**main**" means a water pipe, including valves, fittings, and other appurtenances in the water system other than a water service connection, pumping station, treatment plant or reservoir;

"**meter**" means a device used to measure and indicate the volume of water passing through the device and includes remote reading accessories;

"**metered account**" means an account with the District of which the water consumption by a consumer is measured through a meter;

"**mixed use building**" means a building or complex that has both business and residential units within the building or complex, where both are serviced by the same water meter;

"**Official Community Plan Bylaw**" means the *District of Lantzville Official Community Plan Bylaw No. 50, 2005*, as amended or replaced from time to time;

"**owner**" shall have the meaning assigned to it by section 5 of the *Community Charter*, and in relation to common property within a strata development, means the strata corporation;

"**parcel**" shall have the meaning assigned to it by section 5 of the *Community Charter*;

"**person**" means and shall include not only a natural person, but also a corporation, firm, or partnership;

"**residential property**" means a self-contained unit with a separate entrance, intended for year-round occupancy, and includes a single dwelling unit, one-half of a duplex, apartment building units, each townhouse, whether rented or owned, mobile home, or any other self-contained residential dwelling;

"**service connection**" means a water pipe and the necessary valves and protective boxes, connections, thaw wires, meters and any other material necessary and actually used to connect a parcel or unit to the water main to a curb stop;

"**strata development**" means a multiple lot complex created by the deposit of a strata plan in the Land Title Office pursuant to the *Condominium Act*;

"**Subdivision and Development Bylaw**" means the *District of Lantzville Subdivision and Development Bylaw*;

"**unit**" means a business unit, institutional building or residential dwelling;

"**waste**" means to use or expend water carelessly, extravagantly, or to no purpose;

"water restriction stages" means a level or stage of water conservation measures, including all restrictions, limits, prohibitions and conditions for the use of water included in that level, as identified in Schedule "C";

"water service" means a pipe, including all valves, connections and taps, connecting a curb stop to any building or structure and includes the tail nut of the curb stop; and

"water system" means the entire water supply and distribution system of the District.

3. Except as otherwise noted, any statute referred to herein is a reference to a statute of British Columbia and any reference to a statute, regulation, code, bylaw or other enactment refers to that enactment as amended, revised, consolidated or replaced from time to time.
4. If any part, section, sentence, clause, phrase or word of this bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder, which shall continue in full force and effect and be construed as if the bylaw had been adopted without the invalid portion.

PART 2 - USE OF WATER SYSTEM

Conditions of Service

5. The supply of water by the District may be subject to increases or decreases in water pressure from time to time, and may be interrupted temporarily to allow for maintenance, repairs, extensions, alterations, replacements or improvements to the water system. The District may change operating water pressure and turn off the water supply for these purposes. The Director will give prior notice to affected consumers where possible, but a decrease or turn off may be without notice if necessary to address an urgent matter of public safety.
6. It is a condition of the supply of water that:
 - (a) In the event that the supply of water to any consumer shall fail, whether from natural causes or accident or from any other cause whatsoever, the District shall not be liable for damage by reason of such failure.
 - (b) The District shall not be liable for any injury or damage to any person or property arising or occurring from the use of water from the water system.
 - (c) The District does not guarantee that water supplied by it is free of any impurity that could affect a manufacturing or commercial process.
7. The Director may refuse to supply water to a property if, in the opinion of the Director:

- (a) the District does not have the capacity to supply water for that property or the level of proposed use; or
- (b) doing so would adversely affect existing consumers; or
- (c) the water system would not effectively be protected from any potential or actual cross-connections existing at, or within, a water service on the property to be connected.

Tampering with Water System

- 8.** A person must not, without first obtaining written permission from the Director:
- (a) make any connection to the water system; or
 - (b) in any way tamper with, operate, remove, or make any alteration to any hydrant, meter, curb stop, valve, pumping station, reservoir, chamber or other fixture or appurtenance connected with the water system; or
 - (c) use a hydrant, except as authorized by the Director.
- 9.** A person must not break, damage, destroy, uncover, deface, mar, or tamper with any part of the water system.

Discontinuance of Water Supply

- 10.** Where the Director has determined that a consumer has not complied with a provision of this Bylaw or has not paid fees or taxes owing in relation to the water system, the Director may:
- (a) order the owner or occupier of the parcel or premises to correct the violation at their expense within a specific time period; and
 - (b) if the person to whom such an order is directed cannot be contacted within a reasonable time or fails to comply, the Director may cause the water service to be discontinued until the violating condition is remedied to the satisfaction of the Director.
- 11.** On taking an action under paragraph 10 (a), the Director will make reasonable attempts to notify the owner and occupier before discontinuing the service, and will inform the District's Corporate Officer of the action taken, and the reason.
- 12.** Any person whose water supply has been discontinued pursuant to this Bylaw may arrange with the Corporate Officer to make representations to Council about the matter. After considering any such representations, and any other information Council deems relevant to their decision, Council may confirm, vary, add restrictions or conditions to, or cancel the decision to discontinue the water service.

13. If a person subject to an order under this Bylaw fails to take the required action, the District's Chief Administrative Officer may arrange for the District or a contractor to fulfill the requirement at the expense of the owner or occupant of the property where the violation occurs. The District may recover the costs incurred from the owner or occupant as a debt. If the debt has not been paid by December 31st, the District may collect the amount owing from the property owner in the same manner as for collecting unpaid property taxes.

Sale of Water

14. A consumer must not, in relation to water supplied by the water system:
 - (a) sell, dispose of, or give away the water for use other than on that property; or
 - (b) permit, suffer or allow the water to be taken or carried away by any person unless the consumer has a metered account for that water, and the consumer is conducting a business from the premises in compliance with the bylaws of the District.

Water Conservation

15. The Director may issue a notice stating that a water restriction stage will take effect within the District, as set out in Schedule "C", which notice may be delivered, broadcast by a local radio or television station, or advertised in a newspaper circulating within the District. If the effective date is not stated in the notice, the applicable measures of that water restriction stage take effect the day after the notice is delivered, broadcast or advertised.
16. When a water restriction stage is in effect, a person must not use or cause or allow to be used water from the water system except in accordance with the restrictions, prohibitions, limits and conditions of that water restriction stage as set out in Schedule "C".
17. A person must not waste or cause or allow water from the water system to be wasted, and without limiting the generality of this restriction, must not cause or allow water to be discharged wastefully from their property onto a highway, into a storm sewer system, or onto an adjacent property.

PART 3 - SERVICE CONNECTIONS

18. All service connections shall be constructed in accordance with District Standards and permit applications will be considered on a first come first serve basis in accordance with the Water Supply and Connection Policy.

Illegal Connections

19. A person must not cause, suffer or allow a water service to be connected, or to remain connected to the water system from any property or premises except in accordance with the provisions of this Bylaw.

Connection Application

20. Prior to making a service connection to the water system, the owner of the parcel or premises must submit an application for a service connection, in the form set out in Schedule "A", to the Director, and pay the applicable fees prescribed in the *Miscellaneous Fees and Charges Bylaw*, and must not cause the connection to be made except as approved by the Director and in accordance with any conditions for approval set out by the District.
21. On being satisfied that the application is complete and the proposed water service will meet the requirements of this Bylaw, the *BC Plumbing Code*, and any other applicable enactments, the Director may approve the application and within ninety (90) days, weather and time availability permitting, will arrange for a service connection to be provided and installed for the subject property. If such connection is not approved, the Director will so notify the Applicant and the District will refund the charges or fees paid by the Applicant.
22. Following the date of approval of an application, the Applicant must, at the Applicant's own expense, connect to the water system within six (6) months unless otherwise approved by the Director and if no such connection is made within six (6) months or otherwise approved by the Director, the applicant must reapply.

Individual Connections

23. Each parcel for which a water service is approved, other than parcels within a strata development, shall have its own service connection, which shall be installed by the District.
24. Each building shall have only one service connection, except:
 - (a) when a separate connection is required for fire protection purposes; or
 - (b) when a building expansion or zoning or use change makes the addition of a further connection necessary; or
 - (c) where a separate connection is requested to service an accessory carriage house, and where two or more buildings exist on one parcel of land and where such parcel of land can be subdivided, each building shall have a separate service connection.

Connection Location

25. Service connections will be located as specified by the District Standards unless otherwise approved by the Director.

Size of Service Connection

26. The minimum inside diameter of a service connection shall be 19mm (3/4 inch). The size of the service connection for any premises shall be approved by the Director. If the requested service connection exceeds the current capacity of the waterworks, the Director may limit the size of the connection.

Depth of Bury and Protection against Settlement

27. All water services on any parcel or premises shall be laid and maintained at a depth of not less than 0.9 meters, or such greater depth as may be required by the Director, below the surface of the ground. Where water services pass under or near other excavations, they must be properly protected against settlement. In all cases, water services must be effectively protected against frost.

Approval by Building Inspector

28. All water services on a consumer's premises must be inspected and approved by the Building Inspector before the water services are covered, and no water shall be supplied to any parcel or premises until such approval has been obtained.

Protection of Water Service

29. Every Applicant and other person responsible for installing a water service must ensure that the water service is not laid through, in, or into any body of water, slough, drain, ash-pit, cesspool, manure heap or other place such that in the event of decay or injury to such water service, the water is likely to be fouled or to escape. Where the course of any water service leads unavoidably through any such place as is mentioned in this section, the matter must be brought to the attention of the Director. The Director may grant permission for the water service to be laid, provided that the water service be passed through an appropriate exterior casing of wrought or cast-iron pipe, or other approved material of sufficient length and strength to afford effective protection to the service pipe and to facilitate detection of any leakage or waste. The cost of such protection to the service pipe shall be borne by the Applicant for the water service connection and paid for before the water service is turned on.

Work to be done by Municipal Employees

30. All connections to the District's water mains or service pipes shall be made by employees or contractors of the District unless otherwise approved by the Director.
31. The District will install the portion of the water service between the curb stop and property line. Any fittings required to join the District's pipe to the Applicant's pipe shall be the Applicant's responsibility.

PART 4 - WATER SERVICES

Maintenance

32. Every property owner must maintain and keep the water service in good working condition at the owner's sole expense. In the event any defect is suspected in the service connection or water service, the consumer must immediately notify the District. If a defect is found, and determined by the Director to be located in the water service within the private property, the owner must remedy the defect within the time specified by the Director or if not specified, within ten (10) days after being notified of the Director's determination.
33. In order to facilitate repairs to the water service, the District will, upon request, and at its earliest convenience during normal working hours, open or close the curb stop at no cost to the property owner.
34. If the property owner requires a curb stop to be operated during hours when the District's waterworks personnel are not normally on duty, the owner must pay for the actual cost, including allocated overhead, for calling out crews and operating the valve, in the amount indicated as specified in the *Miscellaneous Fees and Charges Bylaw*.
35. In the event the property owner fails or neglects to carry out repairs within the specified time as required by this Bylaw, the Director may have the work done by District employees or contractors at the expense of the owner, and the District may recover the costs incurred thereof with interest at the rate charged for municipal taxes in arrears.

Turn On and Turn Off

36. When an owner wishes to turn on or turn off the water supply at the curb stop, the owner shall advise the District and the Director will cause the work to be carried out. If the turn on or turn off is for purposes other than maintenance or the commissioning of a new service, the owner must pay applicable fees for such turn on or turn off as prescribed in the *Miscellaneous Fees and Charges Bylaw*. This charge is due and payable prior to the water service being turned on or off.

Abandonment

37. When any water service is abandoned, the owner must notify the District and the Director will cut off the service connection at the junction with the main. The owner must pay the disconnection fee as specified in the *Miscellaneous Fees and Charges Bylaw*.

Frozen Service

38. Pursuant to section 32, if it is determined that the defect is a frozen water service, it is the owner's responsibility to thaw the pipe. The owner shall be fully responsible for any damage caused by the thawing method.

Cross-Connection and Backflow Prevention

39. In the event an owner has more than one District service connection from different distribution pressure zones, underground irrigation systems, sprinkler systems, or other systems, or when the possibility of contamination of the District water system by backflow exists for any reason, the owner shall ensure premise isolation with approved cross-connection control devices to the current CAN/CSA B64.10 "Manual for the Selection and Installation of Backflow Prevention Devices" standard. Where a cross-connection control device is required, the device shall be submitted to the District for approval and conform to the District Standards.
40. No new service connection for any building, irrigation system or sprinkling system will be approved unless the Director is satisfied that cross-connections do not exist, or unless an approved cross-connection control device has been installed by an approved installer.
41. After a cross-connection control device has been installed, the owner must promptly arrange for it to be inspected and approved by the Building Inspector and tested by a Certified Tester of cross-connection control devices, and the test results, including any repairs performed, must be submitted to the District following that test and then on an annual basis, or as required by the Director.
42. The owner is responsible for the installation, repair and maintenance of all cross-connection control devices, and must ensure that:
 - (a) the devices are in proper working order at all times and promptly repaired or replaced as necessary; and
 - (b) any direction by the Director related to the prevention of cross connection or backflow is promptly carried out.

Fire Protection Connection

43. Approved water connections required solely to supply a fire protection system shall be installed based on the rates set out in the *Miscellaneous Fees and Charges Bylaw*.
44. A fire protection system shall consist of an automatic sprinkler system, fire main loop with hydrant or connected hose stand pipes located inside or outside of the building, fire protection monitors, or any other equipment used solely for emergency fire protection and suppression and as approved by the Fire Chief and Building Inspector.

PART 5 – METERS

Installation of Meters

- 45.** Every owner of a parcel or premises having water service connected to the water system must have installed, at the expense of the owner, a water meter complete with bypass and isolation valves in a location easily accessible to the Director for inspection and reading of the meter; and must ensure it is maintained in good working order. If the water service is to a distribution system not solely for fire protection purposes, the meter shall be located upstream of the connection to the District main and as close as possible to the property line. If no building or structure exists at the location where the meter is to be installed, the property owner must arrange and be responsible for constructing and maintaining the meter vault in accordance with District Standards.
- 46.** The following requirements shall apply to water services connected to the water system:
- (a) Meters are required on all services;
 - (b) Fire meters are required on all services where domestic and fire flows are conveyed through a common pipe;
 - (c) Fire meters are required for all connections off a common main to on-site fire hydrant; and
 - (d) Tattle tale meters are required on all fire mains where metered domestic flows are conveyed through a separate domestic water service.

Meter Size and Type

- 47.** The owner must obtain approval by the Director for the size and type of meter required for the intended use.

Access to Meter

- 48.** The owner shall keep the meter clear of all vegetation, debris and materials and shall allow access to the water meter for the purpose of reading the meter and for maintenance during the District's normal working hours. Failure to provide this access for meter reading and maintenance shall result in an extra charge for each call after the first call as prescribed in the *Miscellaneous Fees and Charges Bylaw*.

Operation of Bypass

- 49.** A person must not in any way tamper with, operate or remove the water meter or sealed bypass valves after installation without first obtaining the permission of the Director.

PART 6 - CHARGES FOR SERVICE

Connection and Abandonment Fees

50. The owner must, on making application for a service connection, a turn on or turn off, or the abandonment of a service connection, pay to the District the applicable fee prescribed in the *Miscellaneous Fees and Charges Bylaw*.

Addition to Taxes

51. All fees and other amounts that the District may recover in relation to the water service charges imposed under this Bylaw and all charges for work done or services provided by the District, whether on default or otherwise, if unpaid on December 31st in any year, may be treated as taxes in arrears by the Director of Financial Services.

User Fees

52. The consumer whose property is connected to the water system must pay to the District, in addition to any other rates, charges and fees for the use of the water system imposed under other enactments, the fees established in the *Miscellaneous Fees and Charges Bylaw* for that property on the date specified on a bill or invoice from the District.
53. The user fees established for a property shall apply as of the date of occupancy, except that for un-metered accounts, the rate charged for the first and the final billing period shall be prorated to the nearest full month of service.
54. Non-receipt of the utility bill will not be recognized as a valid excuse for failure to pay the fees when due.
55. Every owner of land or real property in the water service area identified in the District's *Official Community Plan Bylaw*, that fronts or is within 20 meters of a watermain, and is connected to the water system, shall pay applicable fees for connection and installation as established in the *Miscellaneous Fees and Charges Bylaw*.

Leak Adjustment Requests

56. All requests for adjustments to utility invoices must be received by the District Office within thirty (30) days of the date noted on the invoice. The Director is authorized to adjust utility invoices where there has been an in-ground leak identified and repaired, subject to the following conditions.
- (a) The property owner advises the District of Lantzville, in writing, that an in-ground leak has been identified and repaired.

- (b) The property owner has supplied the District with detailed receipts showing proof of repairs (i.e., plumber's invoice, receipts for materials, etc.).
- (c) Verification by the Maintenance Technician that repair work has been undertaken and completed.
- (d) The leak relates only to the main water line including any mainline tees and mainline couplers connecting the water meter to the residence or commercial building; OR
 - i) In the case of a leak resulting in a faulty irrigation line the property owner is responsible for their utility invoice up to a maximum of \$500 with anything over and above \$500 being split 50/50 between the property owner and the District of Lantzville.
- (e) All property owners requesting a leak adjustment shall be advised in writing as to whether their request has been approved or denied.
- (f) Due to some circumstances, request for leak adjustments may not meet the above criteria. In those cases, the approval of leak adjustment requests is at the discretion of Council.

Strata Properties

- 57.** If a strata development is used solely for storage and has either no water or sewer facilities available, the rate otherwise payable under this section is not applicable.
- 58.** If a strata development is provided with water service through one or more water meters, at the option of the District, the District shall bill either:
 - (a) the individual owners of the strata lots the user rates, which are payable under this bylaw;
or
 - (b) the strata corporation at the user rates payable under this bylaw for the number of units within the strata corporation.
- 59.** If the District bills the strata corporation under section 58 (b) and any portion of the user rates are past due on December 31st in any year, the Director of Financial Services will divide the rates equally among all the strata lots, unless the strata council has provided the Director of Financial Services with a resolution identifying the strata lots whose owners have not contributed to a partial payment of user rates by the strata corporation.
- 60.** A strata council resolution delivered to the Director of Financial Services under section 59 may specify the unit entitlements for the strata lots whose owners have not contributed, in which case the Director of Financial Services will divide the unpaid rates in accordance with the unit entitlements. If the unit entitlements are not provided, the Director of Financial Services shall divide the unpaid charge equally among the strata lots identified in the resolution.

Extended Water Services

61. In the event an Applicant within the District boundary wishes to proceed with a distribution system extension, which has or has not been identified within the District's Long Term Capital Plan, the Director may proceed with the extension, provided that the Applicant shall enter into a Works and Services Agreement with the District as identified in Schedule D of the Subdivision and Development Bylaw and pay to the District, in advance, 125% of the total cost of construction as estimated by a professional engineer or the Director. The final cost to the Applicant will be 100% of the actual cost plus an administration fee as identified in section 5 of the Subdivision and Development Bylaw.
62. The service connection costs for each parcel of land owned by the Applicant to be served by such an extension shall be as set out in the *Miscellaneous Fees and Charges Bylaw*, and shall be in addition to the said construction costs.

Extension Limits

63. Where a water distribution system is extended by other than Council Resolution, the minimum inside diameter shall be 150 mm and shall extend from the most convenient existing water main having sufficient surplus capacity to supply the additional water demand resulting from the said extension, to a point opposite the furthest boundary of the last parcel of land to be served by the extension.

No Extension of Main Outside District Boundary

64. The District will not provide any water main extensions outside the municipal boundaries.

PART 7 – INSPECTION

Inspection

65. Prior to a water service being connected to a private property, the owner of the parcel or premises must arrange for an inspection by the Building Inspector, and must not connect until approval by the Inspector is obtained.
66. In accordance with section 16 of the *Community Charter*, the Director, an employee of the District, or a Bylaw Enforcement Officer of the District, or any combination of them, may enter on any real property to ascertain whether the property is in compliance with the requirements of this bylaw.
67. A person must not obstruct or interfere with a person employed or authorized by the District to administer, enforce or carry out work under this Bylaw.

PART 8 – OFFENCE AND PENALTIES

- 68.** Any person who:
- (a) contravenes or violates any provision of this bylaw; or
 - (b) suffers or permits any act or thing to be done in contravention of or in violation of any provision of this bylaw; or
 - (c) neglects to do or refrains from doing anything required to be done by any provision of this bylaw;
- commits an offence, and, where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence.
- 69.** Upon being convicted of an offence under this bylaw, a person shall be liable to pay a fine of not more than \$10,000.
- 70.** In addition to any other remedies available at law, this bylaw may be enforced by means of a prosecution under the *Offence Act*.

PART 9 - SCHEDULES

- 71.** The following schedules are attached to and form part of this bylaw:

Schedule 'A' Water Connection Permit Application

Schedule 'B' Design Standards – Residential Water Design

Schedule 'C' Water Restriction Stages

READ A FIRST TIME this 26th day of February, 2018.

READ A SECOND TIME this 26th day of February, 2018.

READ A THIRD TIME this 9th day of April, 2018.

ADOPTED this 23rd day of April, 2018.

ORIGINAL SIGNED

Mayor

ORIGINAL SIGNED

Corporate Officer

SCHEDULE "A"
DISTRICT OF LANTZVILLE
WATER CONNECTION PERMIT APPLICATION



FILE: _____
Return Application to Public Works
7192 Lantzville Road
Lantzville BC V0R 2H0
(250) 390-4006

I, _____, being the owner/agent, apply for a Water Service Connection permit as shown on attached site plan and staked at/on:

Lot _____ Block _____ Plan _____ District _____

Lot _____

Site

Address: _____

Size of Connection Requested _____

Is the Connection Commercial _____ Residential _____ Institutional _____

I agree to construct a Water Service Connection in conformance with the *District of Lantzville Subdivision and Development Bylaw* Engineering Specifications, and conditions set out in the permit. I further agree to indemnify the District of Lantzville from any and all claims, demands, actions, suits or other proceedings by anyone, made or brought against the District of Lantzville by reason of, or arising out of the work covered in this application. I further agree to maintain the Water Service Connection in good condition and repair.

**NO CONNECTION IS TO COMMENCE PRIOR TO SITE INSPECTION
AND APPROVED PERMIT TO CONNECT**

Signature _____ (Owner/Agent)

Date _____

Address _____

Postal Code _____

Name of Owner/Agent (if different)

Personal information you provide on this form is collected under the authority of the *Community Charter/ Local Government Act* and District Bylaws and will be used only for purposes related to your application for a water service connection permit. Your personal information will not be released except in accordance with the *Freedom of Information and Protection of Privacy Act*. Questions about the collection of your personal information may be referred to the Director of Corporate Administration, District of Lantzville Municipal Hall, 7192 Lantzville Road, Lantzville, BC, 250.390.4006.

OFFICE USE ONLY
Public Works Inspection – Water Service Connection Permit
Date:
COMMENTS

Director of Public Works _____

SCHEDULE "B"
DESIGN STANDARDS
Residential Water Design

1. Subject to section 2 of this Schedule, design for residential water demand must meet the standards set out in Table 1:

Table 1

Residential Land Use	Minimum Lot Size (m²)	Dwellings Per Lot	Pop Density (capita Per unit)	Maximum Day 1/capita	Maximum Day 1/connection
Single Family Dwelling					
1/4 acre	1,000	1	2.4	1,382	3,400
1/3 acre	1,300	1	2.4	1,382	3,400
1/2 acre	2,000	1	2.4	1,382	3,400
1 acre	4,000	1	2.4	1,382	3,400
Multi-Family					
1 storey / prefab	10,000	24	1.9		
2 storey	10,000	36	1.9		
Townhouse					
3 – 4 storey	6,500	60	1.9		
Apartment / Strata Unit	<i>To be determined by Professional Engineers at time of application</i>				
3 – 4 storey (assisted living)	6,500	120	1.2		
Seniors Living	<i>To be determined by Professional Engineers at time of application</i>				

SCHEDULE B
DESIGN STANDARDS
Residential Water Design Contd.

2. As of January 1, 2019, the design standards set out in Table 2 apply to water service connections for residential purposes:

Table 2

Residential Land Use	Pop Density (capita per unit)	Average Day (rounded) (l/cap)	Maximum Day (rounded) (l/cap)	Average Day (rounded) l/con	Maximum Day (rounded) l/con
Single Family Dwelling					
1/4 acre	2.4	510	1,159	1,250	2,800
1/3 acre	2.4	515	1,173	1,250	2,850
1/2 acre	2.4	530	1,200	1,300	2,900
1 acre	2.4	555	1,250	1,350	3,000
Multi-Family					
1 storey / prefab	1.9	400	900	760	1,710
2 storey	1.9	400	900	760	1,710
Townhouse					
3 – 4 storey	1.9	400	900	760	1,710
Apartment / Strata Unit	<i>To be determined by Professional Engineers at time of application</i>				
3 – 4 storey (assisted living)	1.2	400	900	760	1,710
Seniors Living	<i>To be determined by Professional Engineers at time of application</i>				

SCHEDULE "C"

WATER RESTRICTION STAGES

A. Special Watering Permits

- i. A person who has installed a new lawn, either newly seeded or new sod, may apply to the Director for a permit, which will allow the new lawn to be sprinkled outside of permitted days. The permit shall be conspicuously displayed at the premises for which it is issued.
- ii. New sod or newly seeded lawn may be sprinkled for 14 days after installation, provided a permit has been issued for the premises at which the new lawn has been installed.
- iii. After expiration of a permit, a person may apply for and may obtain subsequent permits.
- iv. Permits will not be issued or be valid during the Water Restriction Level 3 and 4 restrictions.

B. Special Cases and Exemptions

- i. Strata developments may vary hours of use as required, with prior written permission from the Director, to accomplish maintenance and upkeep in cases where developments have all irrigation systems separately metered and can demonstrate that inadequate times exist within water restriction stages to sustain plant stock.
- ii. Nurseries, turf farms and tree farms are exempt from water restriction stages.
- iii. Car dealerships, car washes and other commercial enterprises, which require water use to facilitate normal business activities (e.g. power washing and window washing companies).
- iv. The District's water utility is exempt from restriction stages to allow for proper operations and maintenance of the water utility system.

**SCHEDULE "C" - TABLE 1
 WATER RESTRICTION STAGES**

STAGE		1	2	3	4
WHEN	Effective Date	As Required	As Required	Voluntary Reductions on top of Stage 2 - implemented as required, prior to enforced lawn watering ban	As Required
	Sprinkling Times	Between 7 PM - 7 AM	7-10 AM <u>OR</u> 7-10 PM for a MAX of 2 HOURS		SPRINKLING BAN: LAWN WATERING NOT PERMITTED
	Frequency	Any Day	Every Other Day Even # Houses - Even Days Odd # Houses - Odd days		
HOW	Pop-Up Spray, Rotors and Sprinklers	Only during permitted times	Only during permitted times		NOT PERMITTED
	Hand-Watering* (trees, shrubs, vegetables)	ANYTIME (advised to water in the early morning or in the evening)			ONLY BETWEEN 7-10 AM <u>OR</u> 7-10 PM
	Micro / Drip* Irrigation	ANYTIME - advised to check for leaks			
WHAT	Watering Lawns	Permitted during sprinkling times	Permitted during sprinkling times/ days		NOT PERMITTED
	Watering Ornamental Shrubs, Flowers and Trees	Permitted during sprinkling times	Permitted during sprinkling times/days		ONLY WITH DRIP or HAND WATERING
	Watering Vegetable Gardens or Fruit Trees	ANYTIME (advised to water in the early morning or in the evening - less evaporation)			ANYTIME (advised to water in the early morning or in the evening)
	Washing Vehicles, Boats, Houses	ONLY WITH HOSE WITH SHUT OFF DEVICE	ONLY WITH HOSE WITH SHUT OFF DEVICE		NOT PERMITTED Only exception is for safety

STAGE	1	2	3	4
Washing Sidewalks or Driveways	ANYTIME (advised to use a broom)	ANYTIME (advised to use a broom)		Only prior to application of paint, preservative, stucco or sealant
Filling Fountains, Pools or Hot Tubs	ANYTIME	ANYTIME		NOT PERMITTED
New Lawn Permits	Can apply for permit	Can apply for permit	NO PERMITS ISSUED	

***Definitions:**

- **Micro and Drip Irrigation:**
 "Delivers water to the root zone of the plants and uses less than 20 gallons per hour at less than 25 psi."
- **Hand-watering:**
 "Delivering water by hose with spring-loaded nozzle shut-off device or hand-held container."