

STARWOOD METROPOLITAN DISTRICT
WATER
RULES AND REGULATIONS

Revised June 18, 2002

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WATER RULES AND REGULATIONS

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STARWOOD METROPOLITAN DISTRICT
WATER RULES AND REGULATIONS

SECTION 1. GENERAL REGULATIONS

- 1.1 PURPOSE AND EFFECTIVE DATE. These Rules and Regulations, including amendments, shall provide for management and operation of the water system of the Starwood Water District, and will serve a public use and are necessary to promote the health, safety, and general welfare of the inhabitants of the District. These Rules and Regulations shall become effective on the date approved by the Board. The Board may review these Rules and Regulations yearly. An edition of these Rules and Regulations shall be adopted effective January 1 of each year. In the event that the Board does not adopt an edition effective January 1 of any specific year, then the Rules and Regulations adopted effective January 1 of the preceding year shall remain in full force and effect until amended, revised or repealed.

All construction within the Starwood Water District shall be in accordance with these Rules and Regulations. No new construction, alteration, addition, or renovation shall be commenced prior to obtaining a permit from the District as required herein. Prior to the request to the Pitkin County Building Department for a certificate of occupancy inspection, a compliance inspection must be performed by the District. Failure to comply with the provisions of these Rules and Regulations may result in disconnection of service until compliance is obtained.

All questions and request for permits and inspections concerning the applicability of the District's Rules and Regulations shall be directed to:

Starwood Water District
0121 Stewart Drive
Aspen, Colorado 81611
(970) 925-8939

These Rules and Regulations supersede all previous rules and regulations.

- 1.2 DEFINITIONS. The following terms, as used herein, are defined as follows:
- 1.2.1 Actual Cost. Actual cost of a facility shall include the construction cost, easements, design and survey costs, inspection, plans review and approval, as-built drawings, administrative, legal and other miscellaneous costs required to result in a complete, working installation.
- 1.2.2 Air Gap. The unobstructed vertical distance through the free atmosphere between the lowest opening from any pipe or faucet supplying water to a

tank, plumbing fixture, or other device and the flood level rim of said vessel. An approved air gap shall be at least double the diameter of the supply pipe, measured vertically above the top of the rim of the vessel, and in no case less than 1-inch. When an air gap is used at the service connection to prevent the contamination or pollution of the District potable water system, an emergency bypass shall be installed around the air gap system and an approved reduced pressure principle device shall be installed in the bypass system.

1.2.3 Approved shall mean accepted by the District according to the applicable specification stated or cited in these Rules and Regulations, or as suitable for the proposed use.

1.2.4 Approved Back Flow Prevention Device shall mean a device that has been manufactured in full conformance with the standards established by the American Water Works Association entitled:

AWWA C506-78 Standards for Reduced Pressure Principle and Double Creek Valve Back Flow Prevention Devices and have met completely the laboratory and field performance specifications of the Foundation for Cross-Connection Control and Hydraulic Research of the University of Southern California established by Specifications of Back Flow Prevention Devices - #69-2. Final approval shall be evidenced by a Certificate of Approval issued by an approved testing laboratory certifying full compliance with said AWWA standards and FCCC&HR specifications dated March 1969 or the most current issue.

1.2.5 Board shall mean the Board of Directors of the Starwood Water District.

1.2.6 Connection Permit shall mean written permission of the Board connect to a service line of the District, pursuant to these Rules and Regulations.

1.2.7 Cross-Connection shall mean any unprotected, actual, or potential connection or structural arrangement between the District's or a Customer's potable water system and any other source or system through which it is possible to introduce into any part of the potable system any substance, other than the intended potable water, with which the system is supplied. Bypass arrangements, jumper connections, removable sections, swivel or changeover devices, and other temporary or permanent device through which or because of which back flow can or may occur, are considered to be cross-connections.

1.2.8 Customer shall mean any person, partnership, corporation, governmental authority, or their lessees and tenants authorized to use District facilities under a permit and who is supplied with water service by the District.

- 1.2.9 Customer Facilities are service lines and plumbing which serve individual customers. These facilities include the service tap and saddle on the main, corporation code, entire length of the service line, curb stop, meter pit and pressure reducing valve; except that the initial meter and curb valve furnished by the customer shall become the property of the District.
- 1.2.10 District shall mean the Starwood Water District.
- 1.2.11 District Manager shall be the individual appointed by the Board to act on its behalf in the overall administrative management of the District and programs directed by the Board.
- 1.2.12 District Water Service Line shall mean the tap to the water main, the curb valve, and the water line between the tap and the curb valve all of which are the property of the District.
- 1.2.13 Equivalent Residential Unit (EQR). The Equivalent Residential Unit ("EQR") represents a standard charging unit as set forth on the EQR schedule, used for allocating capital costs (system development fees) to new customers and to existing customers expanding their water consumption. The EQR value of each new customer or expansion is to be calculated as set forth in the EQR schedule (see Section 6.5).
- 1.2.14 Fixture shall mean installed or "roughed-in" receptacles, devices or appliances that are supplied with water or are listed on the EQR schedule herein.
- 1.2.15 Inspector shall mean the District Manager or such person designated by the Board to perform inspections on behalf of the District.
- 1.2.16 Permit shall mean written permission of the Board of Directors to connect to a water line or service of the District, and pursuant to the Rules and Regulations of the District.
- 1.2.17 Person shall mean any individual, firm, company, association, society, corporation, or group.
- 1.2.18 Private Water Service Line shall mean the water line from the tap (corporation cock) on the District Main to the customer's building, including the required meter installation and valves (except that the meter itself shall become the property of the District).
- 1.2.19 Shall is to be constructed as mandatory, may is discretionary.

1.2.20 Regional Facilities (or "wholesale facilities") are those facilities which benefit the District as a whole and are regional in nature. Examples are water rights, water source, pumping stations, storage tanks and transmission lines.

1.2.21 Retail Facilities ("local facilities") consist of water facilities which serve primarily local areas. These consist of water distribution lines with fire hydrants, valves, and other appurtenances.

1.2.22 Tap Privilege Fee is a fee to effect a partial reimbursement of capital investment to the District. This fee is to be based upon the number of Equivalent Residential Units a residence has.

1.2.23 Unit shall mean one parcel of real property in single or common ownership.

1.2.24 Water Main shall mean any water line owned by the District and installed in a street or easement.

1.2.25 Undefined Terms. Any other term not herein defined shall be defined as presented in the "Glossary Water and Sewage Control Engineering", A.P.H.A., A.S.C.E., and W.P.C.F., latest edition.

1.3 GENERAL. The following general regulations shall apply to the District water system.

1.3.1 Purpose. The District water system is to provide the inhabitants thereof with potable domestic water and irrigation water, together with permissible associated uses, which water is to be conserved, and not wasted.

1.3.2 Fire Hydrants. It is the express policy of the District that fire hydrants are for emergency use only by emergency personnel. No non-emergency connections shall be made to District fire hydrants without first obtaining a permit and paying applicable fees to the District, which fees may be based on metered usage as determined by the Board.

1.3.3 Outside Hydrant. A hose bib or other device serving the exterior of the premises, having a discharge orifice of 3/4 inch maximum. No outside hydrant with an orifice of more than 3/4 inch shall be permitted.

1.3.4 Property Damage. No claim for damages shall be made against the District by reason of the following: Damage to water heaters, boilers, appliances, or other personal property resulting from shutting water off, or turning it on, or inadequate or sporadic pressures; or damage caused by

water escaping from open or defective faucets; damage caused by burst service pipes or other facilities not owned by the District.

- 1.3.5 Authority of Inspectors. Inspectors and other duly authorized employees of the District with proper credentials shall be permitted to enter upon all properties at reasonable times within the District as necessary for the purpose of inspection, observation, measurement, sampling, and testing and repairing any of the water or service lines, checking for cross-connections, and verifying description of customer's premises relating to these Rules and Regulations.
- 1.3.6 Regulation of Usage. Whenever there is a shortage of water, system operating failure, system repair, or emergency, the Board shall have the power to regulate and curtail water usage.
- 1.3.7 Damage to District Property. No person shall, whether maliciously, willfully, negligently, or otherwise break, damage, destroy, uncover, deface, make any connection without permit, or tamper with any structure, appurtenance, or equipment of the water system, including fire hydrants.
- 1.3.8 Violations. Any person violating any of the provisions of these Rules and Regulations shall become liable to the Board of Directors of the District for any expense, loss, or damage occasioned by reason of such violation.
- 1.3.9 Compliance. If any customer violates any of these regulations, the District may disconnect the water service line from the District facilities, the cost of which disconnect until paid shall constitute a lien against the property formerly served.
- 1.3.10 Swimming Pools. All pools must be registered with the Starwood Water District by size and location of the pool. Filling of any pool must be coordinated with the District Inspector or Manager.
- 1.3.11 Cross-Connections. A public water supply shall have no cross-connection to a pipe, fixture, or supply, any of which might contain water of a lesser quality. It is the responsibility of each customer to have interior plumbing with no cross-connections.
- 1.3.12 Regulation Changes. These Rules and Regulations may be altered, amended, repealed, or reenacted at any regular meeting of the Board of Directors of said District or at any special meeting of the Board called for that purpose.
- 1.3.13 Other Permits. No permit issued by the District shall be taken as authority for the making of any cut in a road or street, nor in lieu of building permit

required by Pitkin County, Colorado, or any permit required by any other regulatory body.

- 1.3.14 Disconnections. No water service line connected to the District mains shall be disconnected therefrom without the authorization of the District.
- 1.3.15 Private Water Wells. Private water wells within the boundaries of the District are Prohibited except on parcels of thirty –five (35) acres or more where the property owner can demonstrate an adequate plan for augmentation to the reasonable satisfaction of the Board, see Resolution No. 2 (1995), dated April 06,1995.
- 1.3.16 Disturbance of Existing District Facilities. The owner of any property upon which a change to existing facilities occurs due to a request by or on behalf of the property owner shall be responsible at such property owner's sole cost and expense, for such modification. Unauthorized planting or construction shall not be permitted over existing facilities and shall not be replaced or restored in the event of such disturbance of existing facilities.
- 1.3.17 Invalidity of Rules and Regulations. If any section, subsection, paragraph, clause, or other provision of these Rules and Regulations shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, subsection, paragraph, clause, or other provision shall not affect any of the remaining provisions.

SECTION II. LINE EXTENSION POLICIES

- 2.1 GENERAL. The extension of water service to new customers may require the District to develop additional Regional Facilities and/or additional Retail Facilities. Extension of District facilities shall be in accordance with the District's Master Plan.
 - 2.1.1 Regional Facilities will be planned, financed and constructed by the District.
 - 2.1.2 Local Facilities are to be financed by the property owner and deeded to the District. The property owner shall pay the entire actual cost for the facilities.
 - 2.1.3 Service Area. New potable water and fire protection service will be provided only to those customers within the district boundaries.
- 2.2 EXTENSION CONDITIONS. Actual water service will only be provided when the following conditions have been satisfied:

- 2.2.1 Water Supply. Property owners desiring service to new areas within the District shall keep the District informed and provide adequate lead time to permit the reasonable construction of any needed regional or "wholesale" facilities. It is normally the District's responsibility to provide water source and wholesale (e.g., wells, pump stations, tanks) water supply facilities. However, service will not be extended until the District, in the Board's opinion, has adequate water supply facilities in place.
- 2.2.2 Distribution Lines. Local or "retail" facilities (e.g., water distribution lines) shall be in place. If an extension to the District's existing system is required, the actual cost of such retail facility shall be paid for by the property owner.
- 2.2.3 Permits & Fees. The appropriate permits have been approved and tap privilege fees paid (see Section II).

2.3 LOCAL FACILITIES.

- 2.3.1 Ownership. Unless specifically excepted by the Board in writing, all water distribution pipelines located within the Starwood District shall be owned by the District, including those to which there may be a right to refund. The District shall assume responsibility for operation, maintenance (after the first year), and replacement of these facilities.

Landowners, subdividers or developers who have completed construction of water distribution lines shall, before such lines are accepted by the District for taps, deed such lines and appurtenances to the District, free and clear of all liens and encumbrances and shall, unless waived by the Board furnish a bond to cover all maintenance for one year from the date of acceptance of the lines by the District. Normally, this will be a contractor bond incorporated in the construction contract documents. In addition, the actual original cost data for all deeded facilities shall be furnished.

- 2.3.2 Pipeline Sizing. Water distribution pipelines shall be sized adequately to serve the development tract for which they are designed. All Pipeline systems shall be sized to accommodate the intent of the District's Master Plan. Where the distribution lines also have a transmission function, serving areas outside of the subject tract, as determined by the District's Engineer, then the District may require that the lines be oversized. In such case, the District will contribute to the Actual Cost an amount equal to the extra cost of oversizing. In no case shall water mains of 6-inch diameter or less, be considered as having a transmission function.
- 2.3.3 Preliminary Design Procedures. Water distribution planning may be accomplished by the District or by an engineer registered in Colorado, at

the property owner's option. All Preliminary plans and final designs must be prepared by, or reviewed by the District's Engineer and approved by the Board. In any case, the District Engineer or Inspector shall perform prescribed inspection services.

Any property owner desiring to have water service extended shall fill out a main extension application in the District's office. After preliminary review, the property owner may proceed with final design. Normally, during the preliminary phase, general conformity to the Master Plans will be reviewed and oversize requirements, if any, established.

- 2.3.4 Easements/Rights-of-Way. All water mains must be installed in trenches containing no other conduits. The line and depth of such installations shall be as determined by the District's Engineer. The topography and alignment of such rights-of-way shall be suitable for main installation as determined by the District's Engineer.

Preliminary and final planning shall be such that adequate space and easement reservations shall be made available permanently to the District without charge, as approved by the District Engineer.

- 2.3.5 Final Design. The extension application and final design documents will be furnished to the District Engineer for review and thence to the Board of Directors for approval.

The submittal shall include construction drawings, specifications and other contract documents. These documents shall be prepared by the District's Engineer or registered engineer acceptable to the District. In all cases, the contract documents must be reviewed and approved by the District. Plan and profile drawings shall be on a horizontal scale of 1" = 50'. All elevations must be USGS datum. Where practical, elevations of existing District facilities shall be field verified in the final design. Designs and specifications must include provisions as required by good engineering practice, all subject to the Board's approval.

Designs for water main extensions, including all necessary plans and specifications, shall be submitted at least two (2) weeks before the Board Meeting at which such extension will be considered. This rule may be waived by the Board only under special hardship considerations with any extra costs resulting to be paid by the applicant.

All plans, specifications, and easement submitted to the Board must be complete and meet with the approval of the District Engineer.

Design approvals are valid for 12 months from the date of Board approval. If construction is not substantially complete by that time, resubmission of

the plans shall be required and new construction may not be initiated without the Board's specific approval.

- 2.3.6 Construction Phase. After all approvals have been granted, the property owner must have the extensions constructed in strict accordance with the approved design and inspected by the District's Engineer or Inspector. To provide ample advance time to arrange for necessary inspection, construction shall not commence sooner than two (2) weeks after the Board's approval, unless the District Engineer approves in writing a shorter period.

The District Engineer or Inspector will inspect to assure good quality construction, installation materials, and practices in general conformity with the approved plans and specifications. The District Engineer or Inspector will not handle, or be responsible for other construction phase inspection related services (e.g., staking easement and/or line locations, measuring quantities, preparing pay estimates, and administrative or management-type relations with the contractor), unless the District's Engineer is used for design, or unless a specific contract for such services is executed with the District.

The property owner shall cause the District to be notified five (5) working days prior to beginning construction and thereafter keep the Engineer or Inspector informed of the construction schedule. No work may be covered, hidden, or completed without the Engineer/Inspector's presence and approval. Any Engineer/Inspector time or expense caused by failing to work according to the proposed schedule shall be charged to the project as part of the actual cost.

Construction staking shall be completed prior to the installation of the water lines. All staking shall be maintained throughout the installation of the water line. Staking shall include easement or right-of-way stakes and cut/offset stakes (50 ft. max. spacing unless otherwise approved.)

- 2.3.7 As-Built Drawings. Accurate "As-built" drawings (sealed by the Design Engineer) showing adequate ties to physical facilities must be provided at the completion of work by the property owner's engineer. The District or its Engineer shall be provided with a reproducible set of "as-built" drawings on Mylar. These may be the original tracings or photographic reproducible copies.
- 2.3.8 Maintenance. The District operates and maintains all water mains within the District, which have been completed, accepted, and deeded to the District, except that the property owner shall provide for a 1-year warranty period, beginning at the time of final District acceptance.

SECTION III. SERVICE POLICIES

- 3.1 CONNECTION PERMIT. Before a building permit or plumbing permit is issued by Pitkin County, Colorado, or any connection is made to the District water main, whichever shall first occur, then a permit therefor shall be obtained from the District and the required fees therefor paid. Application for a water connection permit shall be made to the District on a form furnished by the District, which shall give a full description of work to be done, the address of the unit to be served, and such other information as may be required by the District. Upon issuance, the permit shall remain in effect for the same period as the building permit issued by Pitkin County for the project for which the District permit is required. Prior to applying to Pitkin County for a Certificate of Occupancy, the holder of a permit from the District shall contact the District office and request a water conservation and compliance inspection by the District. Any permit may be revoked if the installation or use of the service line is not made in accordance with these regulations, or any prescribed specification of the District or its engineer or any governing rule of the Board.
- 3.1.1 Tap Privilege Fee. Water tap privilege fees shall be payable prior to commencement of construction. Upon receipt of tap fee payment, the District will notify the Homeowners Association that the tap fee has been paid. This procedure applies to new customers and to existing customers increasing their EQR values. The final tap privilege fee for a new customer or for an increase of EQR values shall be made as of the date of a certificate of occupancy.
- 3.1.2 Tap Inspection Fee. The District will charge a fee to inspect the customer facilities (water service line) and the actual tapping of the District's main. If a repeat inspection(s) is required, the District may charge an additional fee(s).
- 3.1.3 Separate Permit. Not more than one connection to the water mains shall be allowed under each permit. A permit shall be limited to one unit. No combination of permits shall be allowed, and each water permit is separate from any other permit.
- 3.1.4 Other Permits. No permit issued by the district shall be taken as authority for the making of any cut in a road or street, nor in lieu of a building permit required by Pitkin County, Colorado, or any permit required by any other regulatory body.
- 3.2 SERVICE LINES. Private service lines shall be installed by licensed plumbers in accordance with these Regulations. In some cases, to eliminate the need for future paving cuts, the District may have extended a service line from the District Main to a point near the customer's property line. In these cases, the customer may assume ownership of that part of his service line and connect to the end of

the previously installed line. In general, service line installations shall conform to Drawing #1.

The Applicant for a service connection shall notify the District when the service line is ready for connection to the District's main. The connection to the main shall not be made until after the District's inspection and approval. The actual connection to the main shall be made in the presence of the District's inspector.

Where parallel or approximately parallel to a structural wall, the service shall be at least 5' from the wall. Penetrations through structures shall be approximately at right angles and shall provide flexibility such that the service will not be damaged by settlement.

All potable water service lines are to be constructed in accordance with applicable codes, generally accepted good construction practices, and the minimum standards and details contained herein. The details are provided for standardization purposes only, and represent minimum design standards, which may require upgrading for specific applications.

Customers shall bear sole responsibility and cost of whatever nature for maintaining private water service lines including, but not limited to, the cost of water usage attributable to leaks or other failure to properly maintain such private water service lines. Any leaks in private water service lines shall be repaired within seventy two (72) hours of notification of such condition and, upon failure of repair within such period, the District shall have authority to repair the leak and bill the owner of the property being served.

If a leak is found by the district in a service line at any point between the service connection and the residence served, the District shall notify the owner of the property served that a leak has been discovered and that the leak must be repaired. If the repair is made within seventy-two (72) hours, the water bill for that water which can be reasonable found to be attributable to the leak may be reduced by one half (1/2) after normal water usage is determined. The property owner shall be responsible for the entire bill if the leak is not repaired within seventy two (72) hours. The owner shall be responsible in full and shall pay the entire bill for leaks with in a residence. This regulation shall not be construed in any way to prevent the District from terminating service in the event of an emergency or other violation of the rules and regulation. See Resolution No. 3 (1995) dated November 21, 1995.

- 3.2.1 Point of Connection. Service lines shall connect to the District's system in a public street or similar place where the District has a free right of access and which otherwise is suitable for the buried pipe.
- 3.2.2 Sizing. Within the limitations stated herein, the sizing of service lines shall be the responsibility of the Applicant. Sizing for potable water

services shall be made in general conformance with AWWA Manual M11, "Sizing Water Service Lines and Meters."

Customers having a connected EQR of 1.0 or less shall not have a service line greater than 3/4" unless otherwise approved in writing by the District Manager.

Customers having a connected EQR value of greater than 1.4 may have a 1" or larger size service/meter; except that no service size shall exceed 1" without calculations, justification, and approval in writing by the District manager.

- 3.2.3 Location. The water service shall be laid at uniform grade and in straight alignment so as to have a minimum cover of 7 ft. The water meter shall preferably be placed in a pit located at the property line at an easily accessible location.

When the preferred location is not reasonably available, or would result in unreasonable costs, the Manager may permit an alternate, or in-building installation. In this case, the meter shall be located at an easily accessible location inside a building on the premises to be served, provided that there will be no reasonable possibility for water to be taken from the service line without passing through the meter, and further provided, where applicable, a remote reading device be installed.

- 3.2.4 Cross Connections. Cross connections of any type that permit a back-flow condition from any source other than the district's potable water mains are prohibited. The District will not provide water service to any customer unless the potable water supply is protected from potential or actual cross connections as required by State and District regulations.

- 3.2.5 Pressure Regulation. All services shall be equipped with a pressure-reducing valve (PRV), except where specifically exempted by the District. The PRV shall be before all fixtures and appliances. The PRV shall be located within the residential structure immediately after the service shut-off valve. Additionally, to protect the meter from damage due to unexpected increases in pressure, it is recommended that installation of a second PRV be considered in the meter pit before the water meter. The water meter pit and piping should be designed to permit convenient servicing of the PRV and water meter. The PRV(s) shall be set for a pressure not exceeding 80 psi. See for cross-reference purposes Drawing #1 and Drawing #2. See Resolution 1 (1997), dated April 9, 1997. Installation of the PRV in the meter pit is acceptable to the District if the pit and piping are so designed as to permit convenient services of the meter. The PRV shall be set for a downstream pressure not exceeding 50 psi.

- 3.2.6 Pipeline Materials. Water Service Pipeline: The water service pipeline shall be either a Purecore brand (or like material) approved in writing by the District Engineer or District Manager prior to installation, or a Type K, soft copper conforming to ASTM B88, unless otherwise specifically approved by the District. Fittings shall be brass or copper alloy. Connections shall be by flared joints and no soldered joints shall be permitted underground.

Corporation Stops: Corporation stops shall be used for the connection of services (2-inch and smaller) to the water main. Corporation stops shall be brass and conform to AWWA C800.

The inlet shall be standard AWWA corporation stop inlet thread and the outlet shall be for flared type "K" copper service pipe. Corporation stops shall be Mueller H-15000, Ford F-600, or approved equal.

Curb Stops: Curb stops shall be placed on the inlet side of the meter pit for all services 2" and smaller. Curb stops shall be brass and conform to AWWA C800. Connections shall be for flared type "K" copper service pipe. Curb stops shall be Mueller H-15204, Ford B-22, or approved equal.

Service Saddles: Service saddles shall be used for all water taps on any pipe other than DIP (Ductile Iron Pipe). For DIP, 3/4" taps may be made without using a service saddle on 6" pipe; 3/4" and 1" size taps may be made without service saddles on pipe 8" size or larger. All other taps shall be made with a double strap bronze saddle, Rockwell No. 323 or approved equal.

Approved Equal Connections: Upon written application made to the District, the District Manager or the District Engineer may approve connections other than by flared joints on the property owner's lines when in the sole discretion of the District Manager or the District Engineer under the circumstance presented, such connections will be equal or better than flared joints. See Resolution No. 6 (1996) dated August 5, 1996.

- 3.2.7 Meters. Unless otherwise approved, water meters shall be housed in an exterior meter pit in accordance with the standard drawing #2.

Meters: All potable meters shall be bronze case Neptune sealed register positive displacement magnetic drive meters.

Meter Pits: Shall have a circular reinforced concrete barrel conforming to ASTM C76 reinforced concrete pipe Class 3. Setting shall consist of a lower section with opening at the bottom to allow for entrance/exit of the service line. Barrel sections shall fit together allowing no visible gaps and the top section shall be shaped for placement of the meter box cover.

Adjustable grade rings shall be of reinforced concrete or cast iron.(See Drawing #2)

48" precast concrete manhole sections may be used per Drawing #2. Larger size meter vaults shall be as approved by the District Engineer.

Meter Pit Covers: Shall be constructed of cast iron or aluminum with an inner frost lid. The top lid shall be of cast iron or aluminum. The lid and cover shall be CC Supply No. 10106 or approved equal.

Meter Settings: All 3/4" and 1" meters shall be set with a copper setter having an internal angle curb valve on the inlet side. Yokes shall be Ford 70 series or approved equal. Meters larger than 1" shall have (sealed) valved bypasses and be set in accordance with the detail given (see drawing # 2) or as approved by the Manager.

- 3.2.8 Excavation, Bedding and Backfill. All excavations for water service installations shall be adequately guarded with barricades and lights so as to protect the public from hazard per existing governmental requirements. Street, walkways, and other public or private property disturbed in the course of work shall be restored to their original condition in a manner satisfactory to the Starwood Homeowner's Association.

Service lines shall be bedded in well-graded sand or squeegee, min. 3" below and 6" at sides and top. Backfill shall be carefully placed and compacted to prevent damage to the pipe. No rocks greater than 1' in any direction shall be placed in the backfill.

Water and sewer service lines shall have 10' minimum of horizontal separation. Where this separation is impractical, the District Manager may permit other separation requirements, in accordance with the Colorado Department of Health Standards.

All excavations required for the installations of water and sewer service shall be open-trench work unless otherwise approved by the District.

- 3.3 DISTURBANCE OF EXISTING DISTRICT FACILITIES. The owner of any real property upon which a change to the existing grade occurs shall be responsible at such property owner's sole cost and expense for modifying existing facilities, including without limitation water lines, ARV manholes, water gate valve boxes, and fire hydrants, as required by the District to the following standards:

- 3.3.1 Water Lines. The minimum ground cover over an existing water line shall be seven feet (7').

- 3.3.2 ARV Manholes. Grade rings in excess of six inches (6") height shall not be allowed. Precast concrete manhole sections complete with steps shall be added or removed as necessary to change the rim grade.
 - 3.3.3 Water Gate Valve Boxes. Valve box extensions shall be furnished and installed as necessary to match revised elevations.
 - 3.3.4 Fire Hydrants. Fire hydrant extensions shall be furnished and installed as necessary to provide two (2") to fourteen (14") inches clearance from the ground to the traffic flange.
 - 3.3.5 Unredeemed Costs. Any unredeemed costs incurred by the District in modifying existing facilities due to the change in the existing grades shall constitute a perpetual lien on and against the affected property.
- 3.4 NO UTILIZATION OF SERVICES PRIOR TO INSPECTION AND APPROVAL. No water service shall be utilized unless and until connections or taps to the water main, service line installation and testing, meter and meter pit installation and testing, and all other service line and appurtenances have been inspected and approved by the District. Any violation of this provision shall result in a fine of One Thousand (\$1,000.00) Dollars to the owner of the property being served.
- 3.5 NO UTILIZATION OF ADDITIONAL OR CHANGED FIXTURES. No water service shall be utilized to serve additional or changed fixtures unless and until the premises being served are inspected and the additional or changed fixtures are approved by the District. Any violation of this provision shall result in a fine of One Thousand (\$1,000.00) Dollars to the owner of the property being served.

SECTION IV. WATER CONSERVATION

- 4.1 WATER CONSERVATION DESIGN AND FIXTURES. It is the District's policy to minimize water waste from the standpoint of water conservation. No outside irrigation is permitted from the District's potable water system.
- 4.2 NEW CUSTOMERS. All new customers who connect to the District's system shall install only:
 - 4.2.1 Flush or tank toilets of the water-saving type, having a maximum demand of 3.5 gallons per flush;
 - 4.2.2 Shower heads of a maximum discharge of not greater than 2.5 gallons per minute at 50 psi;
 - 4.2.3 Outside Hydrants. Unless specifically authorized by the Board in writing, only one outside hydrant will be permitted for any one customer. In the event that a second hydrant is permitted by the Board, the charge

therefore shall be the E.Q.R. value of an additional fixture times 2; in the event that a third hydrant is permitted by the Board, the charge for such hydrant shall be the E.Q.R. value for an additional fixture times 3.

4.2.4 Tubs, Jacuzzis, Spas, Etc. Non-recycling tubs, Jacuzzis, hot tubs, spas, whirlpool tubs, or the like shall hold not greater than eighty-five (85) gallons. Upon written application, the Board may grant permission for such devices to hold greater than eighty-five (85) gallons where it is demonstrated that the property has adequate water conservation measures to compensate for the requested variance from this restriction, see Resolution 8 (1996), dated December 10, 1996.

4.3 EXISTING CUSTOMERS. All existing customers may, and all existing customers who are obligated to obtain a connection permit due to alteration or addition of existing improvements shall, incorporate plumbing design and fixtures having the following characteristics:

- Any add-on or replacement fixtures shall be installed in conformance with the provisions of these Rules and Regulations concerning New Customers;
- Massage or high-use showerheads shall either be removed and replaced, or a flow regulating valve shall be installed in each shower line. The regulating valve shall limit the maximum discharge to not greater than 2.5 gallons per minute at 50 lbs. psi.
- A pressure reducing valve, set at not greater than 50 psi shall be installed in the service line.

4.4 RESTRICTED WATER USAGE. It shall be the District's policy to implement reasonably practicable water conservation measures during those times when water supplies are limited due to drought like conditions. This shall become effective upon a finding by the Board of Directors, with a majority of the Board required to vote, that a water shortage exists. The provisions of this paragraph shall apply only to the use of the treated water supply of the District. Upon such finding, the plan set forth in this paragraph will be implemented. The duration will be decided by the Board of Directors according to the exigencies of the particular situation.

4.4.1 Water Shortage. During the period designated Water Shortage:

- There shall be no washing of sidewalks, driveways, parking areas, tennis courts, patios, or other paved areas.
- There shall be no draining and refilling of swimming pools, hot tubs, spas, or the like with water furnished by the District.

- There shall be no washing of privately owned cars, other motor vehicles, trailers, or boats, except from a bucket and except that a hose equipped with a positive shut-off nozzle may be used for a quick rinse.

SECTION V. IRRIGATION WATER

- 5.1 Subject to the conditions of these regulations and provided adequate water is flowing, irrigation water may be consumed out of the Red Mountain Ditch only for the purposes of irrigating trees, lawns, shrubs, and for providing stock for ornamental fish and utility ponds, and only at the maximum rate of 10 gallons per minute per each residential tract within the District.
- 5.2 From and after August 1, 1996, no water user may consume water from the Red Mountain Ditch unless a written permit therefor has been issued indicating that the following conditions have been satisfied:
1. An irrigation plan has been submitted and approved by the District disclosing all pumps or other water distribution equipment, and setting forth as built drawings for any installations utilizing any portion of the street right-of-way.
 2. All installations must be zoned in such a way as to use 10 G.P.M. or less. If approved by the District, a larger capacity pump may be installed if usage can be controlled by a dole valve or other accepted method.
 3. Any use of Starwood Subdivision street right-of-ways must be approved in writing by the Starwood Homeowners Association.
 4. Delivery of water shall be taken at such point in the Red Mountain Ditch, and by such head-gates, division boxes, laterals, pipes, pumps, or other devices as determined by District. The property owner shall pay the entire expense of such diversion works out of said ditch, and shall maintain an adequate measuring system or device as required by the Board, which shall be under the control and supervision of the District, to measure accurately the flow of the water taken. The property owner shall have the full responsibility and expense for carrying water from the property owner's diversion works in the Red Mountain Ditch to the place of use thereof. The District Manager shall have the authority to turn off and/or remove any pump or diversion device when it appears that out take is in excess of the amount permitted. In this regard, all pumps or diversion devices shall have a turn-off mechanism which is acceptable to the District.

- 5.3 The consumption of water shall at all times be subject to the terms and conditions of Resolution No. 83-75 of the Board of County Commissioners of Pitkin County, which Resolution is incorporated herein by this reference.
- 5.4 Water shall be provided conditioned upon payment by the property owner of a water delivery charge as established by the Board on an annual basis.
- 5.5 Should the supply of water in the Red Mountain Ditch available to District be insufficient to supply all users the use of water from the ditch shall be prorated as determined by the Board.
- 5.6 The District shall have the right at all times to establish, change and modify its reasonable rules and regulations for the delivery and distribution of water from the Red Mountain Ditch as the Board, in its sole discretion, determines.
- 5.7 The District shall be notified of any change in ownership of tracts to which irrigation water will be supplied.
- 5.8 Due to limited amounts of irrigation water out of the Red Mountain Ditch during the late summer and fall when it is probable that water availability will be limited, no water out of the Red Mountain Ditch shall be used for irrigating newly installed landscaping during the months of August, September, and October without having obtained the prior written permission of the District. All property owners are requested to install new landscaping in the springtime when irrigation water out of the Red Mountain Ditch is more plentiful. Landscaping with plantings, which require less water, is strongly recommended. The watering of such new landscaping shall be accomplished pursuant to the landscape plan submitted to and approved by the Starwood Homeowners Association Architectural Review Committee, which plan shall indicate the water usage projected and required for such landscaping.

SECTION VI. RATES AND CHARGES

- 6.1 BILLINGS. Statements for service fees shall be rendered quarterly and payment shall be due no later than the 30th day following billing. Billings shall be in accordance with the provisions of this Section, and at the rates set forth in Appendix A.
 - 6.1.1 Additional Charges. Charges for late payments, turn on, service line repairs, etc., shall be added to the customer's statements.
 - 6.1.2 Statement Payment Date. Statements are payable within fifteen (15) days of due date or a reasonable penalty for any delinquency, including, but not limited to rebilling charge, interest on delinquencies from any date due at the maximum rate authorized by the laws of the State of Colorado, reasonable attorney's fees, and other costs of collection.

- 6.2 NON-PAYMENT. If statements are not paid within thirty (30) days of the due date, the District shall deliver to the customer by hand or Registered mail, a shut-off notice giving the customer 72 hours within which to pay the bill. If the owner or occupant cannot be located, the shut-off notice shall be hung on the front door of the premises being served. If the customer's account is not paid in full within the 72 hours, the District shall be authorized to shut off service to the delinquent customer. To restart service, a 6 months deposit may be required and held by District for 5 years.
- 6.3 LIABILITY FOR PAYMENT. Until paid, all rates and charges shall constitute a first and perpetual lien on or against the property being served. Any such lien shall be foreclosed in the manner provided by laws of the State of Colorado or collected against the owner by suit when the unpaid rates and charges are \$250.00 or greater, including all costs relating to the liens incurred by the District, including without limitation attorney's fees and costs of suit. The occupant and the owner shall be jointly and severally liable for all charges appurtenant to water service and costs of collection as provided herein.
- 6.4 TAP INSPECTION FEES. This fee is intended to cover the cost of the District's inspection of the physical tap and installation of the Customer's service line, recording the tap location on the District's as-built drawing set, inspection of plumbing for potential hazards, and other ancillary services needed in connection with a new tap. If the District elects to furnish water meters, then the actual cost of the meter will be added to the water connection fees. If repeat inspection services are required due to unacceptable installation or improper scheduling, then the District will charge additional fees based on hourly rates and expenses incurred.
- 6.5 TAP PRIVILEGE FEES. This fee is required of all new customers and for customers expanding their system, and is to be used for repayment of capital investment in the District's water system. The minimum tap privilege for any new customer is based on the minimum EQR of 1.00 for the first structure on a vacant parcel. An EQR of 1.00 equals \$11,000.00. The estimated demand will be determined by counting the number of bedrooms plus the number of fixtures which are connected to the domestic water supply based on the following EQR schedule:

EQR SCHEDULE

<u>Description</u>	<u>EQR Value</u>
Bedroom	0.20

(Includes House and accessory Structures)

Bathroom fixtures 0.20

(Includes each toilet, bidet, lavatory, bathtub, faucet, shower head, stub outs, etc.)

Kitchen Fixtures 0.05

(includes sinks, hot water dispensers ,automatic icemakers, dishwashers, sinks, potfiller faucets, etc.)

Laundry Room Fixtures

Washing machine (normal residential type) 0.10

Sinks, etc. 0.05

Other Fixtures 0.05

(Includes Wet bars, interior wall hydrants ,soaking or other tubs, ponds or pools, water softeners, connected humidifiers, steam room devices, etc.)

Exterior water hydrants("hose bibs", etc.)

First water hydrant 0.05

Second water hydrant (only allowed with specific approval of the board)0.10

Third water hydrant (only allowed with specific approval of the board) 0.15

Fourth water hydrant (only allowed with specific approval of the board)0.20

Should any additional water hydrants be approved by the board, the EQR of each fixture will be increased by a increment of 0.05 over the preceding approved water hydrant fixture.

Exterior fountains using domestic water

(only allowed with the specific approval of the board) 0.20

Hot tubs, spas, etc.

Less than 300 gallon 0.10

Over 300 gallon with a capacity equal to or less than 0.20

500 gallons (a hot tub or spa with a capacity of 500

gallons or more shall be considered a swimming pool)

Swimming pools (whether or not they are directly connected to the system at the time of CO)

Per 10,000 gallon capacity 0.20

The EQR for any fixture or water using device not listed above will be determined by the Starwood Metropolitan District Board of Directors.

A property owner may apply for and obtain upon approval by the Board of Directors a credit for legally existing fixtures by submitting a written application with the following information:

- i. The specific fixture or fixtures for which the credit is requested;
- ii. The date that the fixture or fixtures were installed;
- iii. Evidence that the fixture or fixtures were lawfully installed in accordance with the Rules and Regulations of the District then pertaining;
- iv. Permission for the manager of the District to inspect the premises to investigate and verify the representations set forth in the application.

The Board shall consider the application and the facts therein contained at a meeting of the Board and, upon verification that the fixtures were or are lawfully existing, grant a credit for the property owner to install a like kind fixture without paying an additional tap fee on such terms as the Board deems reasonable.

6.6 WATER SERVICE CHARGES. Service charges will be billed quarterly in accordance with the following schedule to all connected customers, based on water meter readings. If, because of inclement weather it is impractical to read meters, the District may estimate flow, based on past usage history, with any required adjustment to affect actual usage being made at the next billing period.

6.7 MISCELLANEOUS CHARGES.

6.7.1 Rebilling Charge shall be assessed when, due to non-payment, the District must re-bill past due accounts. This charge is to be \$10 per rebilling.

6.7.2 Turn-on Fee. If services are discontinued due to non-payment of a customer's account, a turn-on fee will be charged to reconnect the customer to the District's facilities. This fee is \$100.00 for each turn-on.

6.8 The Board may increase or decrease the rates and charges of the District, as it deems necessary and in the best interests of the District.

VII. VIOLATIONS

7.1 VIOLATIONS AND SANCTIONS. If and when the District becomes aware of any violation of any provision of these rules and regulations, a written notice shall be placed on the property where the violation occurred and mailed to the person who is regularly billed for the service where the violation occurs and to any other person known to the District who is responsible for the violation or its correction. The notice shall describe the violation and order that it be corrected, cured, or

abated immediately or within such specified time as the Board of Directors may determine is reasonable under the circumstances. If the order is not complied with, the District may disconnect the service where the violation occurs.

A fee of \$250.00 shall be paid for reconnection of any service disconnected during the water shortage. In the event the offense continues, there is a maximum of \$5,000 in violation fees in any one year.

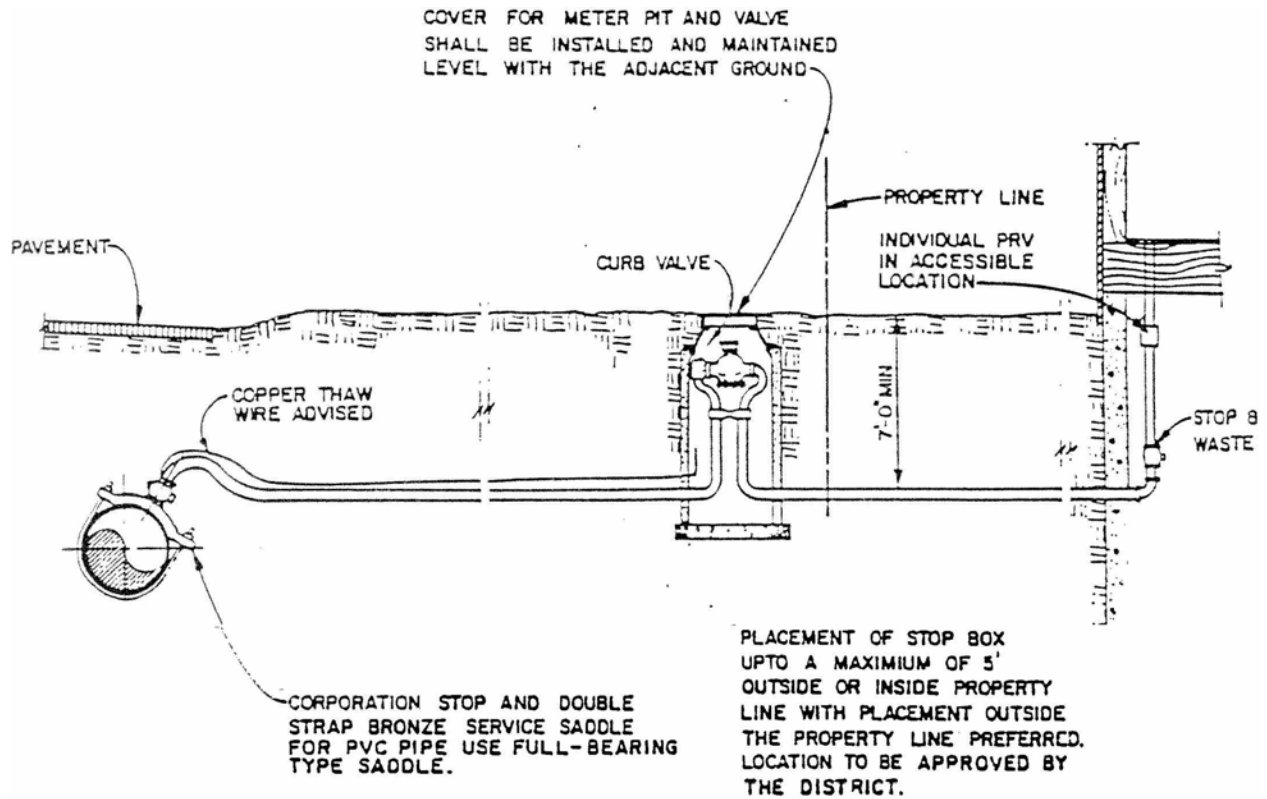
VIII. PILOT PROGRAM TO ALLOW UTILIZATION OF THE WATER DISTRIBUTION SYSTEM FOR LAWN/LANDSCAPE WATER, PARTICULARLY IN DROUGHT CONDITIONS

- 8.1 PURPOSE AND BACKGROUND. The Board of the District recognizes that the State of Colorado in general and the County of Pitkin in particular suffered drought conditions with a concomitant increase in fire hazard during the summers of 2000, 2001 and 2002. There has been insufficient water flow in the lower lateral of the Red Mountain Ditch at various times during these years to provide an adequate supply of lawn/landscape water to those Starwood lots that receive their water from the lower lateral. In view of recent decrees obtained by the District and to alleviate the lack of water flow in the lower lateral of the Red Mountain Ditch and also to afford Starwood property owners the ability to mitigate fire hazard during drought conditions the Board hereby establishes a pilot program to permit the water distribution system to be utilized for the distribution of lawn/landscape water, on a test basis and on the terms and conditions set forth below.
- 8.2 ALL USERS PROCEED AT THEIR OWN RISK. Any property owner participating in this pilot program acknowledges and agrees that the Board may terminate the pilot program and discontinue permission to utilize the water distribution system for lawn/landscape watering at any time and without notice when deemed by the Board to be in the best interest of the District. Any property owner who applies for and obtains a permit to utilize the water distribution system for lawn/landscape water, in so doing, proceeds at his, her or its own risk in expending funds, purchasing equipment and installing landscaping features that may be adversely impacted by such termination and discontinuation.
- 8.3 APPLICATION. No outside lawn/landscape watering shall be utilized by any property owner unless and until the following conditions are met:
- A. The property owner shall apply to the District for use of the distribution system for lawn/landscape water on form supplied by the District. In so doing, the property owner acknowledges that this pilot program may be terminated by the District at any time and for any reason. No lawn/landscape water shall be utilized unless a written permit and authorization is granted by the District.

- B. Any equipment utilized for purposes of lawn/landscape water shall be submitted to and approved by the District prior to installation.
- C. Any installation shall conform with the specifications set forth on Exhibit A.
- D. All installations shall be separately metered.
- E. Unless otherwise approved by the Board, all such water shall be billed at the standard water rate.
- F. Proper back-flow prevention devices shall be installed as required by the District. Please see Exhibit A.
- G. The use of the water distribution system for outside lawn/landscaping shall be subject to such other rules and regulations adopted by the Board from time to time.

8.4 REDUCTION IN RATES FOR DROUGHT CONDITIONS. The Board is undergoing a review of the ability of the lower lateral of the Red Mountain Ditch to deliver water to those properties that obtain irrigation water from the lower lateral. During drought conditions or at a time that the flow of water in the lower lateral is insufficient, the Board may declare a drought condition for such users and reduce the rate for such water for lawn/landscape watering to the cost of the District for delivering lawn/landscape water through water distribution system. As of the year 2003 and until further amendment by the Board, the cost of delivery is established at the rate of \$2.00 per 1,000 gallons, with a limit of 25,000 gallons per month per property. The ability to declare a drought and the price to be charged is solely within the discretion of the Board. In addition, when and if circumstances warrant, the Board may determine to charge other property owners who meet all of the criteria set forth herein a drought rate when water flow in the Red Mountain Ditch is insufficient or under circumstances otherwise deemed by the Board to be in the best interests of the District.

8.5 CONFLICT WITH EXISTING REGULATIONS. The provisions of this Section VIII shall govern in the event of any conflict with Sections I through VII of these rules and regulations, but only for such time as the pilot program authorized hereunder is in effect.



1. SERVICE LINE TO BE TYPE "K" COPPER
2. DISTRICT OWNS MAIN, SERVICE TAP, CORPORATION STOP AND METER.
3. SERVICE OWNER OWNS METER VAULT AND THE REMAINDER OF SERVICE FACILITIES SHOWN.
4. SERVICE LINE AND METER VAULT TO BE INSPECTED BY THE DISTRICT.
5. INSTALL INDIVIDUAL PRV ON SERVICE UNLESS SPECIFICALLY NOT REQUIRED BY THE DISTRICT'S ENGINEER

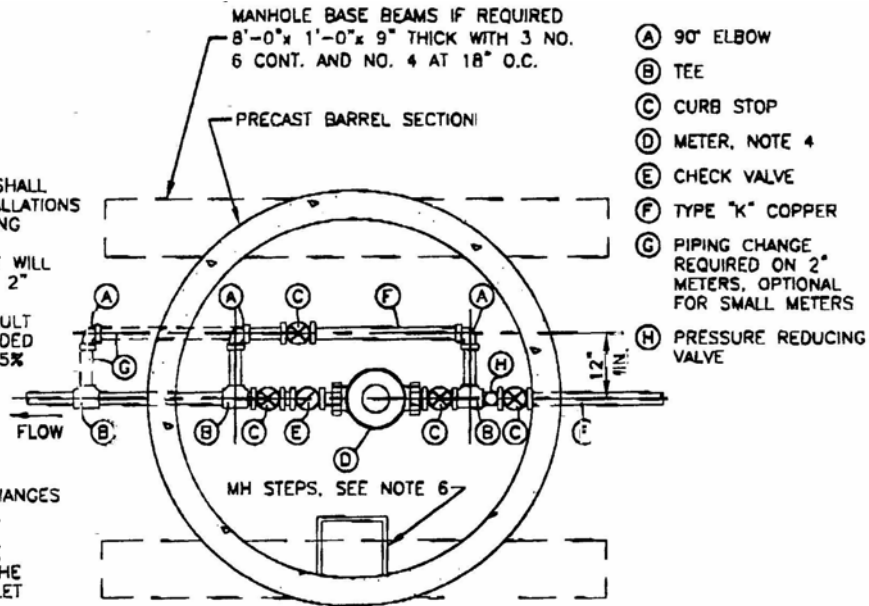
Typical Service Line Installation

Starwood Water District

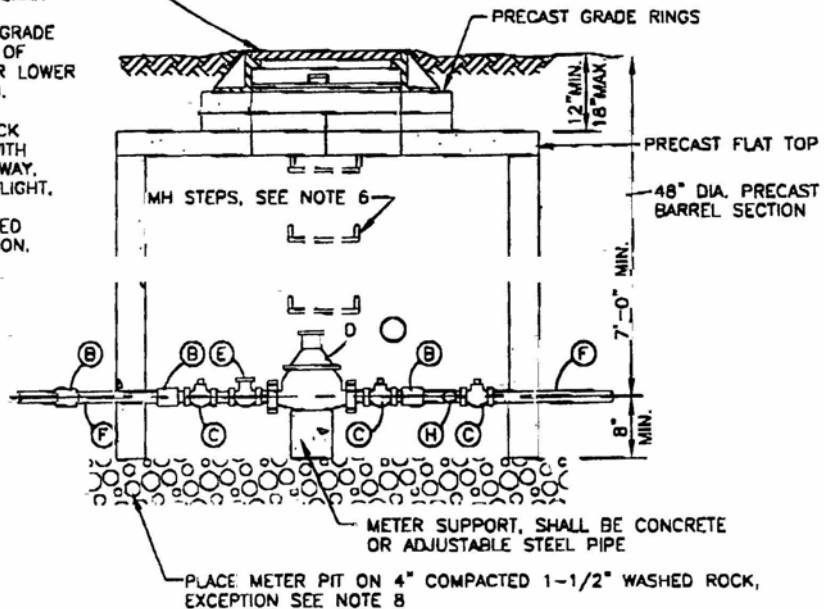
Drwg. 1

GENERAL NOTES

1. MANHOLE BASE BEAMS SHALL BE REQUIRED FOR INSTALLATIONS IN DRIVEWAYS OR PARKING AREAS
2. A 48" DIA. MANHOLE PIT WILL ACCOMMODATE 1-1/2" & 2" SPLIT CASE METERS.
3. JOINTS INSIDE METER VAULT SHALL BE EITHER THREADED OR SOLDERED WITH 95/5% TIN/ANTIMONY SOLDER.
4. METER SHALL BE A BADGER METER. METERS SHALL BE FLANGES WITH BRASS COMPANION FLANGES.
5. NO CONNECTIONS OR CHANGES IN PIPE DIAMETER SHALL BE MADE IN THE METER PIT OR IN THE DISTANCE OF FIVE FEET BEYOND THE METER PIT ON THE OUTLET SIDE.
6. MANHOLE STEPS SHALL BE PLACED ON THE OPPOSITE SIDE OF BYPASS AT 16" O.C., STEPS TO BE NEENAH R-1982-W OR EQUAL.
7. IF SURFACE IS NOT TO FINAL GRADE AT THE TIME OF INSTALLATION OF METER, OWNER MUST RAISE OR LOWER PIT WHEN SURFACE IS GRADED.
8. IN AREAS OF GROUND WATER, CAST IN PLACE 6" THICK CONCRETE BASE, 6'-0" DIA, WITH NO. 4 BARS AT 12" O.C. EA. WAY, INSTALL 4" PVC DRAIN TO DAYLIGHT, PLACE BASE ON UNDISTURBED GROUND OR 1-1/2" COMPACTED WASHED ROCK FOR STABILIZATION.



24" DIA. FROST PROOF METER COVER & ADAPTOR. CC SUPPLY NO. 10106 OR EQUAL, WITH "WATER" CAST IN COVER (IN TRAFFIC AREAS)



Water Meter and Pit Detail

△ ADD PRV AND CURB STOP 3/1/98

Starwood Water District

Drwg. 2

STARWOOD WATER DISTRICT

IRRIGATION TAP

TYPICAL INSTALLATION AT METER PIT

**NOTE: RPA TO BE INSTALLED
12" ABOVE GROUND**

(PROVIDE REMOTE READOUT FOR METER)

