

PROPOSED SEELEY LAKE MISSOULA COUNTY SEWER DISTRICT

APPENDIXES TO RULES AND REGULATIONS

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Appendix A

Table of Rates

Schedule of Rates, Fees and Charges

Descriptions	Rates, Charges, Fees	Billing Frequency
Annexation Application Fee	No Charge ¹	One-time
Benefited Property Charge	\$4.00/month ²	Quarterly for no-users; Monthly for Users
Charge for Discontinuance Or Reestablishment of Service	Actual Cost to District	Each Occurrence
Connection Application Fee	\$200	One-time, upon
Delinquent Account Fee	\$60	Submission of application Annually on Sept 1
Extension Application Fee	Actual Cost to District	One-time, upon Submission of application
Industrial Discharge Permit Fee	No industrial discharge permitted at this time	Each change of use
Late Payment Fee	\$10	Each occurrence

¹ Must be accompanied by a Pre-design application

² Any combination of contiguous lots less than 7,600 sq ft having the same owner and billed to the same customer shall, for the purpose of this charge, be considered one lot.

Descriptions	Rates, Charges, Fees	Billing Frequency
Non-compliant Property Charge	\$ per VRU ³	monthly
Plant Investment Charge	\$8,553 per VRU ⁴	One-time, upon submission of Collection Application
Pre-design Application Fee	\$75	One-time
Service Request Application Fee	No charge	Each change of ownership; Each change of use; Each remodel
Wastewater Facility R&R Charge	\$ per VRU	monthly
Wastewater OM&R Charge	\$ per VRU	monthly

Statutory References:

Cross References:

History: Originally enacted:

³ Equals Wastewater Facility R&R charge+ Wastewater OM&R Charge

⁴Equals principal paid per parcel when treatment plant was built and financed

APPENDIX B

VRU Conversion Schedule

Volume Ratio Unit Conversion Schedule^{5 6 7}

Property Use	Units	VRUs per unit
<i>Single Family Residences</i> ⁸		
Two bedrooms or less	Each	1.00
Each bedroom in excess of two	Bedroom	0.31
<i>Duplexes, Townhouses and Condominiums</i> ^{9 10}		
Studio or 1 Bedroom Apartment	Each	0.61
Two bedrooms	Each	1.00
Each bedroom in excess of two	Bedroom	0.31
<i>Additional Residential Uses</i>		
Jacuzzi or hot tub ¹¹	Each	0.35
<i>Auto Service Stations</i> ¹²		
	Bay	0.35

⁵ No less than 1.0 VRU unit will be assigned any building that has a separate service line and/or that is to be billed individually for sewer service.

⁶ If more than one use category is applicable to a particular building, the building will be divided into areas of similar use categories and the net VRU for the building will be computed by adding the VRU determinations for each use category area. For example, if a portion of a building is used as a restaurant and a separate portion is used as an office, the building will be divided into a 'restaurant' area and an 'office' area and the net VRU for the entire building will be the sum of the RU determined separately.

⁷ For uses not specifically described in this table the number of VRU assigned shall be determined on a case-by-case basis by the General Manager.

⁸ 'Bedroom' means any room or living space that can be used for the purpose of sleeping that includes a doorway and closet. A living area shall be equivalent to a minimum of one Bedroom if it is used for permanent sleeping accommodations, i.e. having a bed or mattress. Additional VRUs may be assigned if warranted by the size and characteristics of the living area. An area designated as a 'loft', 'basement', 'den', 'library', 'study', or the like shall be equivalent to a minimum of one Bedroom if such area has an accompanying closet.

⁹ A residential building or portion thereof shall be considered a duplex, townhouse or condominium if it has more than one kitchen area, and any portion of a residential building or unit that can be used independently of the remainder of the residential building or unit, e.g. lock-off unit, shall be considered a separate residential building or unit.

¹⁰ "Bedroom" is described as for Single Family Residences.,

¹¹ Draining to the public system.

¹² Sanitary waste only.

Property Use	Units	VRUs per unit
<i>Bars or Taverns</i>	Seat	0.04
<i>Barber Shops and Beauty Salons</i>	Station	0.33
<i>Campgrounds</i> ¹³		
w/o sewer hookup	Space	0.13
With sewer hookup	Space	0.27
<i>Churches</i> ¹⁴		
w/o kitchen	Seat	0.01
with kitchen	Seat	0.02
<i>Coffee Shops, Snack Bars and Delis</i> ¹⁵		
0 to 500 sq ft	Each	1.00
Greater than 500 sq ft	1000 sq ft	2.00
<i>Community Centers, Conference Rooms or Assembly Halls</i>		
w/o kitchens	Seat	0.01
With kitchen	Seat	0.02
<i>Daycare</i>	Child	0.12
<i>Dental or Medical Clinic</i>	Practitioner/shift	0.63
<i>Dormitories or Bunkhouses</i> ¹⁶	Bed	0.18
<i>Fitness Centers and Gyms</i>		
0-1000 sq ft	Each	2.00
Greater than 100 sq ft	1000 sq ft	2.00
<i>Hospitals</i>	Bed	0.87
<i>Hotels and Motels</i>	Room	0.44

¹³ Does not include dump station.

¹⁴ Does not include daycare, school or other frequent usage.

¹⁵ No hot food prep other than microwave.

¹⁶ Communal sleeping without kitchen or food service

<i>Industrial Buildings</i> ¹⁷	1000 sq ft	0.23
<i>Laundromats</i>	Wash Machine	2.58
<i>Office Buildings</i>	1000 sq ft	0.58
<i>Rest Homes/ Assisted Living</i>	Resident	0.44
<i>Restaurants</i>	Seat	0.08
<i>Retail Stores</i>		
0-500 sq ft	Each	0.50
Greater than 500 sq ft	1000 sq ft	1.00
<i>Schools</i>	Student	0.08
<i>Swimming Pools</i> ¹⁸	Customer	0.05
<i>Veterinary Clinic</i>	Practitioner/shift	0.63

Statutory References;

Cross References:

History: Originally Enacted:

¹⁷ Sanitary waste only.

¹⁸ Sanitary waste only.

APPENDIX C

TEMPORARY RIGHT OF ENTRY FOR CONSTRUCTION EASEMENT

It is hereby understood and agreed by the parties as follows:

The District shall provide sewer service to properties with a completed sewer connection application /temporary right of entry for construction form, subject to the limitations set out in Seeley Sewer District Bylaws, Rules and Regulations and Montana laws and regulations now in force or as hereafter amended.

1. At the District's expense, during the construction phase of establishing the sewer system, the District shall:
 - a. **install a sewer lateral** which shall begin at the main line and extend to the point where Property Owner's drain line (from Property Owner's house or business) intercepts with the sewer line to the existing septic tank.
 - b. **connect the sewer lateral** from the Property Owner's drain line with the main line of the District at a place to be determined by the District to ensure that the service line has adequate slope and alignment to permit unobstructed flow from the point of interception to the sewer main line.
 - c. **decommission or abandon** Property Owner's existing septic tank or cesspool.
 - d. **be responsible for the removal** of obstructions such as sidewalks, driveways, fences encountered during service installation, and will also bring the disturbed surface substantially back to grade after installation and replace fences. **The District will not be responsible for replacing the individual landscaping, concrete or asphalt on private property.**

A temporary right of entry for construction is needed to perform this work.

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1. **Property owner(s) shall:**
 - a. Complete the application for service connection and temporary right of entry for construction.
 - b. Remove any landscaping they desire to protect and personal property within the temporary construction zone in a timely manner once notice of construction is given.
 - c. Be responsible for the sewer lateral on their property once the 2 year warranty period as described in the Rules and Regulations expires.
 - d. Agree that no other wastewater service connections will be added to service lines without a permit from the District.

A completed form must be received before the published deadline to guarantee the sewer lateral and septic abandonment are included in the project budget and scope of work.

Temporary Right of Entry for Construction for Seeley Lake Missoula County Sewer District Project

PARTIES

1.1 GRANTORS. _____

1.2 GRANTEES. Seeley Lake Sewer District, a political subdivision of the State of Montana

2.1 PURPOSE. The purpose of this easement is for the temporary right of access for construction of improvements associated with the Seeley Lake Sewer District Project. The project will construct the sewer lateral and abandon the existing septic system.

2.3 LOCATION OF EASEMENT AND BURDENED PROPERTY. This easement is within 10' of the new sewer lateral and the existing septic system and burdens the following described real property owned by Grantors and situated in the County of Missoula, State of Montana:

2.4 RESTRICTIONS. The Grantees shall be restricted to construction of improvements associated with the Seeley Lake Sewer District Project on the real property described at paragraph 2.3.

2.5 TERMS OF EASEMENT. The term of this easement shall expire upon the physical completion of the project and shall expire no later than December 31, 2020.

2.6 ACKNOWLEDGEMENT. Grantor does hereby convey covenant to and with said Grantee, that they hold a possessory interest in the premises over the time period specified at paragraph 2.5, and that Grantor has the legal power to grant this temporary construction easement.

Temporary Right of Entry for Construction for Seeley Lake Missoula County Sewer District Project (pg 2)

IN WITNESS WHEREOF, the Grantor has executed this grant the day and year signed first above written.

Owner

Date

Owner

Date

Notary

STATE OF _____,

COUNTY OF _____;

This instrument was acknowledged before me on this _____ day of _____,
in the year _____, by _____ as _____
of _____.

Signature of Notary Public

Printed Name of Notary Public

Title and Rank

Residing at

[My commission expires: _____]

APPENDIX D

TEMPORARY EXEMPTION FOR LEVEL 2 SYSTEMS FOR REQUIRED CONNECTION

I (we), the undersigned, request to be exempted for up to five years from Regulation 305 (1) of the Seeley Lake Missoula County Rules and Regulations requiring connection within 180 day of availability of public sewer.

I (we) understand that if this exemption is granted, I (we) will be responsible for all future costs to connect to the Seeley Lake Sewer District system including construction the sewer lateral and abandoning the existing septic system.

Name(s) _____ Date _____

Address of Level 2 System _____

Date Installed _____

Name of Installer _____

Please attach a copy of the Septic permit issued by the Missoula City-County Health Department.

Date temporary exemption received by District _____

Approved by District _____

Denied by District _____

Date _____

APPENDIX E

APPLICATION FOR EXEMPTION FOR UNBUILDABLE LOTS

Property owners may apply to have a lot designated as an 'unbuildable lot' and therefore exempt from the mandatory connection to the Seeley Lake sewer system. It will be the owners responsibility to provide documentation the lot is 'unbuildable' because it is constrained by topography, floodplain, or other physical constraints. Owners may also provide a copy of an Agricultural Easement or Conservation Easement, recorded with Missoula County, restricting the construction of facilities that use water or generate wastewater.

Property designated by the District as an 'unbuildable lot' and exempted from mandatory connection to the sewer system will not be allowed to connect in the future without Board approval and may have to pay additional fees.

Name of Property owner(s) _____

Address of Property to be considered as an 'unbuildable lot' _____

Reason for application _____

Documentation provided _____

Date Application for Unbuildable Lot Exemption received by District _____

Exemption Approved by District _____

Exemption Denied by District _____

Date _____

APPENDIX F

SEELEY LAKE MISSOULA COUNTY SEWER DISTRICT SERVICE
AREA MAP

PHASED COLLECTION SYSTEM MAP WILL BE
ON THIS PAGE