

**SECTION IV. WATER SERVICE CONNECTION POLICY**  
**SINGLE CONNECTIONS**  
**Greenferry Water and Sewer District**

**A. PURPOSE**

This Greenferry Water and Sewer District (DISTRICT) policy provides detailed information, which includes determining the flow size for all new hookups, and replacement water meters, and which determines the hookup fee(s) and applicable number of water meters for any application for water service, including multiple family living quarters. Another requirement is that one meter can only serve one single family domicile.

The DISTRICT connection policy describes the process of getting connected to the DISTRICT water distribution system for the purpose of having water supplied for domicile, livestock, or irrigation usage. This policy applies to property entirely within the District, property that lies entirely outside the District, and partially inside and partially outside of the existing District. Any land lying partially or entirely outside of the existing District boundaries must first apply for and be approved for annexation before being considered for connection. A map showing District boundaries can be viewed in the District office during office hours of 12:00 to 4:00 pm on non-holiday Thursdays. The District map is also available on the District web site ([www.greenferrywater.com](http://www.greenferrywater.com)) under the "Links" tab. Definitions relative to this policy are found on the definitions page of the amended Policies.

**B. CONNECTION PROCEDURE**

1. An applicant for a single connection to the system must obtain and complete a request for water service and return it to the District office. Forms are available at the District office during office hours or on the District web site ([www.greenferrywater.com](http://www.greenferrywater.com)) under the "Links" tab.
2. A request for a single water service may be acted upon by the District at the next regularly scheduled Board meeting. When the District approves or rejects the request for water service, such notification will be mailed to the applicant.
3. The applicant must pay a connection fee, unless provided otherwise by the District, before proceeding. Although the connection fee may change from time-to-time, based on an analysis of the value of the District's assets by the District Engineer, the current connection fee in place, per parcel due with the application for service. Upon approval of the application by the District, the applicant shall also pay the estimated additional costs for the meter, related hardware, and installation. Payment for any additional costs is due and payable within thirty (30) days of completion of the work. All payment checks should be made to the order of Greenferry Water and Sewer District and either delivered to the District office or mailed to:

Greenferry Water and Sewer District  
P. O. Box 2788 Hayden, Idaho 83835

4. All new water service and replacement water meters shall be of one (1) inch flow, or as otherwise determined by the Board.

### **C. APPLICANT'S RESPONSIBILITY**

1. The applicant must file a completed "Greenferry Water Hookup Application Form" with the District.
2. The applicant is responsible for payment of fees as described above in this document.
3. The applicant is responsible for connections from the backside of the meter to the user premises including a frost-free hydrant.
4. The applicant is responsible for all labor and material costs to make the physical connection to the District water distribution system.
5. The connection for a single hookup must be completed within six (6) months of the date the application for water service is approved unless an extension of time is approved in writing by the District. If the water service connection is not completed within the time frame provided the approved application is voided and the connection fee is forfeited to the District.
6. Any costs to the District relative to a hookup in excess of the connection fee shall be paid by the applicant(s). These costs may include, but not be limited to costs associated with extending the water distribution lines or legal fees.
7. All water users shall adhere to the District Cross Connection Policy. The Idaho Department of Environmental Quality (DEQ) document I.D.A.P.A. 58.01.08 requires the District to discontinue water service to anyone not meeting the requirements of the District Cross Connection Policy until such time corrective measures are fulfilled. All water users shall also adhere to all other applicable Idaho State Rules for drinking water systems.
8. A connection shall be considered a single equivalent residential service for an accessory dwelling unit on the same lot if it meets the Kootenai County building code.

### **D. DISTRICT'S RESPONSIBILITY**

1. The District shall supply, at the applicant's expense, the yoke, meter, meter box, and any other hardware required to provide service.
2. Upon request, the District shall provide copies of all applicable policies.
3. Contractors shall be hired by the District. They must be licensed as public work contractors by the State of Idaho and adhere to the District Construction Policy, Idaho, and local codes. All contractors must provide a certificate of insurance naming the District as additionally insured for all work, prior to performing any work.
4. All work performed during the connection process shall be inspected and approved by a District representative before any water lines are buried. The contractor shall have the District representative on site during exposure of the District water distribution system.

## **E. OWNERSHIP**

1. All water lines, individual pump stations, and all other appurtenances from the backside of the meter box shall be owned and maintained by the water user.
2. All tangible items beginning at the District distribution line to the exit of water from the meter box shall remain the property of the District. There shall be a shut off valve and meter at all points of delivery.
3. The connection fee and any subsequent approval for water service apply to property, not to any person or entity. No connection (water service) may be transferred to any other property. When ownership of any property with a water service is transferred, the water service right is transferred to the new property owner.

## **F. ACCESS**

All District water users and members shall provide District personnel free, unfettered, timely, and safe access to any water meters serving property. No person shall utilize any structure or any other means to block, impede, or restrict the District use of any service easement, or limit the willful exercise of District administrative duties. Any of these stated policies, regulations or of the Policies of the District shall be as determined by the Board and provided by Idaho Code.

## **G. SUPPLYING WATER TO OTHERS**

No water user of the District shall provide water to any other property without first receiving written permission from the District.