

Service Unit Policy

1. Applicability – The following Service Unit Policy, along with the LCWSA’s Water and Sewer Use Rules & Regulations are considered the contract between the Livingston County Water and Sewer Authority Board, doing business as the Livingston County Water and Sewer Authority (LCWSA), and every person, business, owner, occupant, or customer who uses water, sewer or services (hereafter “Consumer”) provided by the LCWSA. Any Consumer utilizing water and sewer service from the LCWSA shall be bound by the provisions of the Service Unit Policy and Water and Sewer Rules and Regulations, as from time to time amended by the LCWSA Board.

2. Definitions: The following terms shall be defined as follows:

Multiple-Family Residential Parcel – A multiple-family residential parcel is any parcel within the Service Area (as defined below) which is connected to the Water System and/or Sewer System (both as defined below) which contains more than one dwelling unit which have separate living quarters with separate plumbing, kitchen, and toilet facilities, capable of housing more than one person living separately in each dwelling unit. Examples of a multiple-family residential parcel shall include but are not limited to a home with an apartment, apartment house or complex, a mobile/manufactured home park, whether occupied on a seasonal, part time or yearly basis.

Non-Residential Parcel – A non-residential parcel is any parcel within the Service Area which is connected to the Water System and/or Sewer System which does not meet the definition of a Residential Parcel (as defined below) or Multiple-Family Residential Parcel which may or may not have plumbing facilities and shall include any use not otherwise defined herein. Examples of a Non-Residential Parcel shall include, but not be limited to an institution, commercial business, industrial business, agricultural business, or a vacant tax parcel with service (such as a vacant lot with a yard hydrant).

Residential Parcel – A residential parcel is any parcel within the Service Area which is connected to the Water System and/or Sewer System which is a dwelling unit containing a single living quarter with plumbing, kitchen, and toilet facilities, capable of housing one or more persons. Examples of a residential parcel shall include but are not limited to a home, mobile/manufactured home, apartment, whether occupied on a seasonal, part time or yearly basis.

Seasonal or Recreational Parcel – A parcel of land containing sites used or designated to be used for temporary or seasonal parking of travel or recreational movable living units.

Service Area – That area within Livingston County, New York that the LCWSA owns or operates water and/or sewer distribution, collection or treatment facilities and provides potable drinking water and/or sewer treatment services to Consumers.

Service Unit – A billing designation assigned to each Consumer that is connected to a Water System and/or Sewer System operated by the LCWSA. Such designation will be used to determine the amount each consumer pays for Water Service and/or Sewer Service provided to it by the LCWSA. Such Service Units will be independently assigned for both Water Service and Sewer Service and the number of Service Units may not be the same for Water Service as it is for Sewer Service.

Sewage – A combination of the water-carried wastes from residences, business buildings, institutions, and industrial establishments, and such ground, surface, and storm water as may be inadvertently present. The admixture of sewage, as defined above, with industrial wastes and other wastes shall also be considered "sewage", within the meaning of this definition.

Sewer Service - A connection from a single dwelling unit in a Residential Parcel or Multiple-Family Residential Parcel or a single connection from a Non-Residential Parcel or Seasonal or Recreational Parcel to a Sewer System for purposes the collection, treatment or disposal of sewer, industrial waste, and other wastes generated by such Residential Parcel, Multiple-Family Residential Parcel, Non-Residential Parcel or Seasonal or Recreational Parcel.

Sewer System – All sewer pipes and other appurtenances which are used or useful in whole or in part in connection with the collection, treatment or disposal of sewer, industrial waste, and other wastes and which are maintained, owned or operated by the Livingston County Water and Sewer Authority, including sewage pumping stations and sewage treatment and disposal works.

Water Connection – Any piping system, which can extract water from a water main.

Water/Sewer Main – Any piping system through which publicly supplied water is transported or sewage is conveyed.

Water Service – A connection from a single dwelling unit in a Residential Parcel or Multiple-Family Residential Parcel or a single connection from a Non-Residential Parcel or Seasonal or Recreational Parcel to a Water Main or other component of the Water System that is intended to and does provide potable drinking water to such Residential Parcel, Multiple-Family Residential Parcel, Non-Residential Parcel or Seasonal or Recreational Parcel.

Water System – All water pipes, water mains and other appurtenances which are used or useful in whole or in part in connection with the collection, storage, treatment or distribution

of potable drinking water and which are maintained, owned or operated by the Livingston County Water and Sewer Authority.

3. **Service Unit assignment:** Service units for each Consumer shall be determined by the size and type of Water Service and/or Sewer Service connections each parcel has to the Water System and/or Sewer System.

3.1. Residential Parcel: One Service Unit shall be assigned for each Water Service and/or Sewer Service connected, plus one additional Service Unit shall be assigned for each Water Service and/or Sewer Service connection in excess of one.

- a. Each single-family residential dwelling unit shall be considered to be one Service Unit and will be provided with a 5/8" x 3/4" service and water meter. Included in this category will be single-family homes, individual apartments and manufactured homes or mobile homes that are not located within an apartment building, multi-family home or manufactured home community/park or mobile home community/park.
- b. Multiple single-family dwelling units on the same parcel of land will each be considered as an individual Service Unit and may be required to have an individual water meter, provided they each have frontage to the public right-of-way and public water main.

3.2. Multiple-family Residential Parcel: One Service Unit shall be assigned for each Water Service provided for each dwelling unit or separate living quarter, plus one Service Unit for each sewer connection per separate dwelling unit or separate living quarters.

- a. Multiple dwelling units within a single building located on the same parcel of land, including apartment buildings with multiple apartments and manufactured homes or mobile homes located within a community or park of manufactured or mobile homes, will be served by one appropriately sized master meter serving all dwelling units on such parcel. Each dwelling unit on such parcel will be considered as an individual Service Unit and the parcel upon which such multiple dwelling units exist will be charged based on the cumulative number of Service Units located on such parcel.

3.3. Non-residential Parcel: The number of Service Units assigned for Water Service to a Non-Residential Parcels will be based on water meter size. The methods described in the American Water Works Association (AWWA) Manual of Water Supply Practices (M22) will be the standard for determining meter sizes with non-residential parcels.

- a. Any Non-Residential Customer shall submit for review by LCWSA or its designee, an analysis prepared by a professional engineer licensed in New York State, which supports the meter size requested by the customer. The analysis shall describe the bases of design and state that the method used is consistent with AWWA M22. Non-residential uses, which may include but are not limited to, recreational, educational,

- commercial, and agricultural uses and/or facilities will be assigned a number of service units based on the size of the water meter provided for by an M22 analysis.
- b. LCWSA reserves the right to determine the appropriate number of Service Units assigned to each parcel.
 - c. The number of Service Units assigned for Sewer Service to Non-Residential Parcels may be based on water meter size. However, the LCWSA reserves the right to assign additional Service Units to Non-Residential Parcels based upon the specific strength, characteristics and flow of Sewage produced by a Non-Residential Parcel and its introduction into the Sewer System. At the request of the LCWSA, any Non-Residential Customer shall submit for review by LCWSA or its designee, an analysis prepared by a professional engineer licensed in New York State, which discloses the anticipated chemical makeup, quantity and frequency of its discharge into the LCWSA Sewer System. Should the LCWSA require review or analysis of such information by its own engineers, the cost of such review shall be borne by the Non-Residential Parcel owner and may be required to be paid prior to such review being completed.

3.4 Seasonal or Recreational Parcel: Service Unit assignments for Water Service and/or Sewer Service shall be adjusted due to the restricted occupancy of seasonal or recreational parcels to not to exceed 10 months annually.

- a. Water Service Unit – One Service Unit for each Water Service provided per separate dwelling unit or living quarter, plus one additional Service Unit for each Water Connection in excess of the number of separate dwelling units or living quarters.
- b. Sewer Service Unit – One Service Unit for each multiple of six sites for seasonal or recreational trailer-mobile home camp use. Sites to be included in the computation hereunder shall be those sites provided with a sewer connection. Any automatic laundry facility provided for the users of a seasonal or recreational trailer-mobile home camp, or others shall constitute a Non-Residential Parcel.

3.5 Unit Charges

Service Units for Water Service and Sewer Service charges shall be billed quarterly based on the following water meter sizes:

<u>Meter Size</u>	<u>Safe Maximum Operating Capacity</u>	<u>Number of Service Units</u>
Displacement Type Meter (AWWA C700)		
3/4"	30 gpm	1.0 unit
1"	50 gpm	1.5 units
1 ½"	100gpm	3.0 units
2"	160 gpm	5.0 units
Turbine-Type Meter – Class I (AWWA C701)		
3"	350 gpm	11.0 units
4"	600 gpm	20.0 units
6"	1,250 gpm	40.0units

- a. Seasonal or non-continuous occupancy of a dwelling unit, other than parcel identified as seasonal and recreational parcels, will not be taken into consideration when determining what constitutes a service unit.
- b. Any metered facility will be considered as a minimum of one Service Unit.

3.6 Capital and Debt Charges

Capital and debt charges assigned by LCWSA shall be based upon the determination of the number of Service Units assigned to various parcels in the Service Area that are or may be connected to the Water System and/or Sewer System.

3.7 Sewage From Nonmetered Source

In the event that the owner of a lot, parcel of land, building or other premises discharging Sewage, water or other liquids into a Sewer System, either directly or indirectly, uses metered LCWSA water and water other than metered LCWSA water, or uses water other than metered LCWSA water exclusively, LCWSA shall determine a method of measuring the Sewage, water or other liquids entering the Sewer System consistent with this policy. In such cases, the sewer Unit Charge shall be based on this determination. All expenses in connection with metering shall be charged to the owner of the land.



RESOLUTION NO. 2022-37

RESOLUTION ADOPTING A SERVICE UNIT POLICY

WHEREAS, The Livingston County Water and Sewer Authority (the "Authority") currently has two policies that explain water unit assignments for water customers, Policy C01-001: Service Unit Definitions 1996 and Policy C01-002 Parcel Definitions; and

WHEREAS, The Authority does not currently have an outlined policy for sewer unit assignment for sewer customers; and

WHEREAS, Authority staff have analyzed and reviewed the current and past practices of unit assignments for water and sewer customers and recommend that one policy be adopted that includes water and sewer unit assignments for implementation across Authority customers; and

WHEREAS, the Service Unit Policy, attached hereto, is recommended to be utilized as the official policy for assigning water and sewer units to water and sewer customers of the Authority, and now therefore be it,

RESOLVED, the Livingston County Water and Sewer Authority Board hereby adopts the Service Unit Policy, attached hereto, as the official policy for assigning water and sewer units to current and future Authority customers, unless otherwise determined by resolution by the Authority Board, and be it further,

RESOLVED, that effective immediately, the Service Unit Policy shall replace the existing Policy C01-001: Service Unit Definitions and Policy C01-002 Parcel Definitions, and Policy C01-001 and Policy C01-002 are hereby null and void, and no longer in use by the Authority.

October 19, 2022
Livingston County Water & Sewer Authority
Moved By: M. Falk
Seconded By: D. Higgins
AYES: 7
NAYS: 0

Table with 2 columns: Livingston County Water & Sewer Authority Board and a certification statement signed by Sarah Wright, Secretary of the Board, dated January 19th, 2022.