

November 16, 2015

Public Works Department



Public Water and Sanitary Sewer Utility Extensions

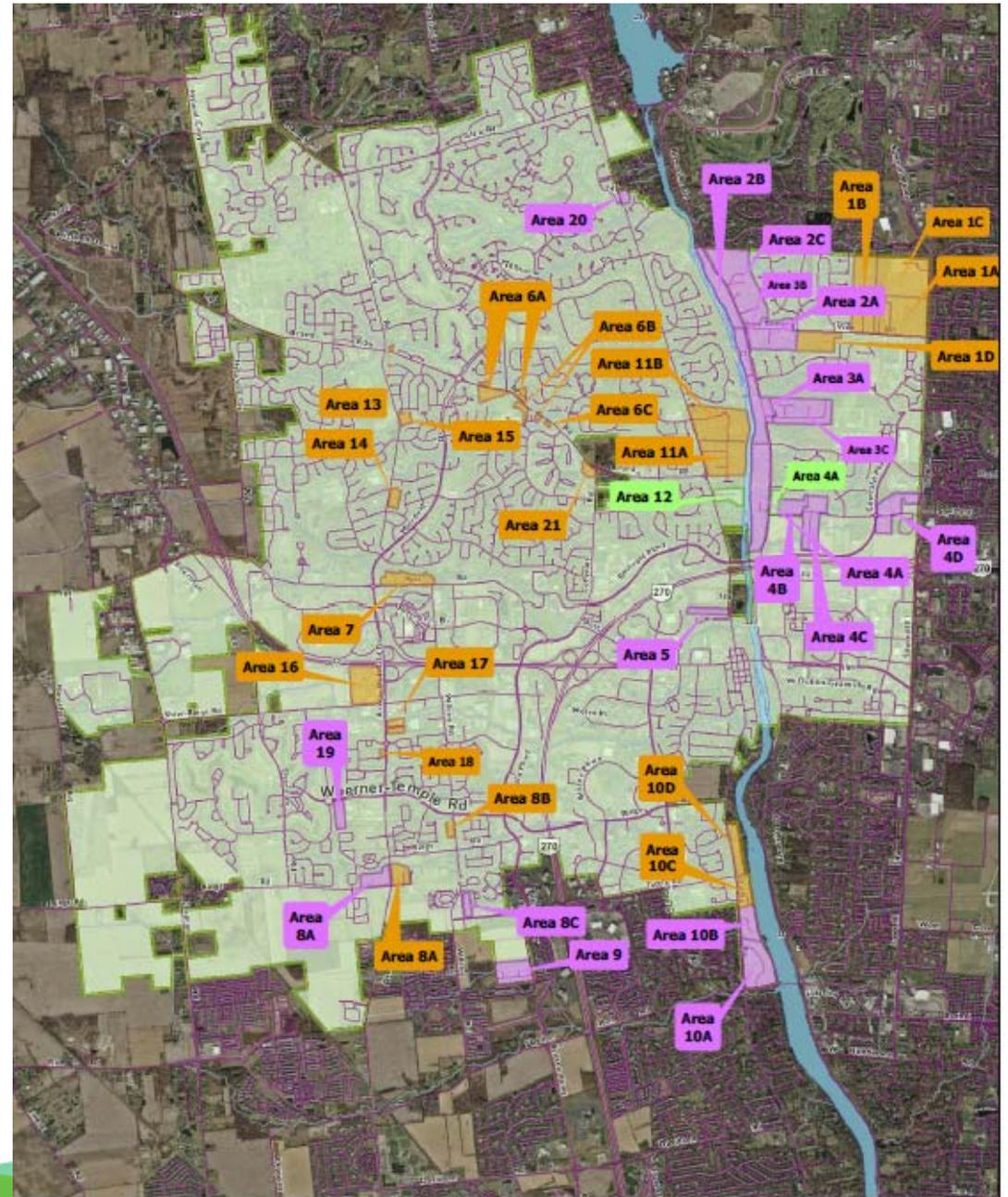
Topics

1. Background
2. Developed Parcels Currently within 100' of Public Utility Lines
3. Policy
4. Connection Requirements
5. Recommendations



Tasks Completed

- ✓ General Location Map
- ✓ Extension routing maps
- ✓ Preliminary cost estimates
- ✓ Inventory of existing HSTS

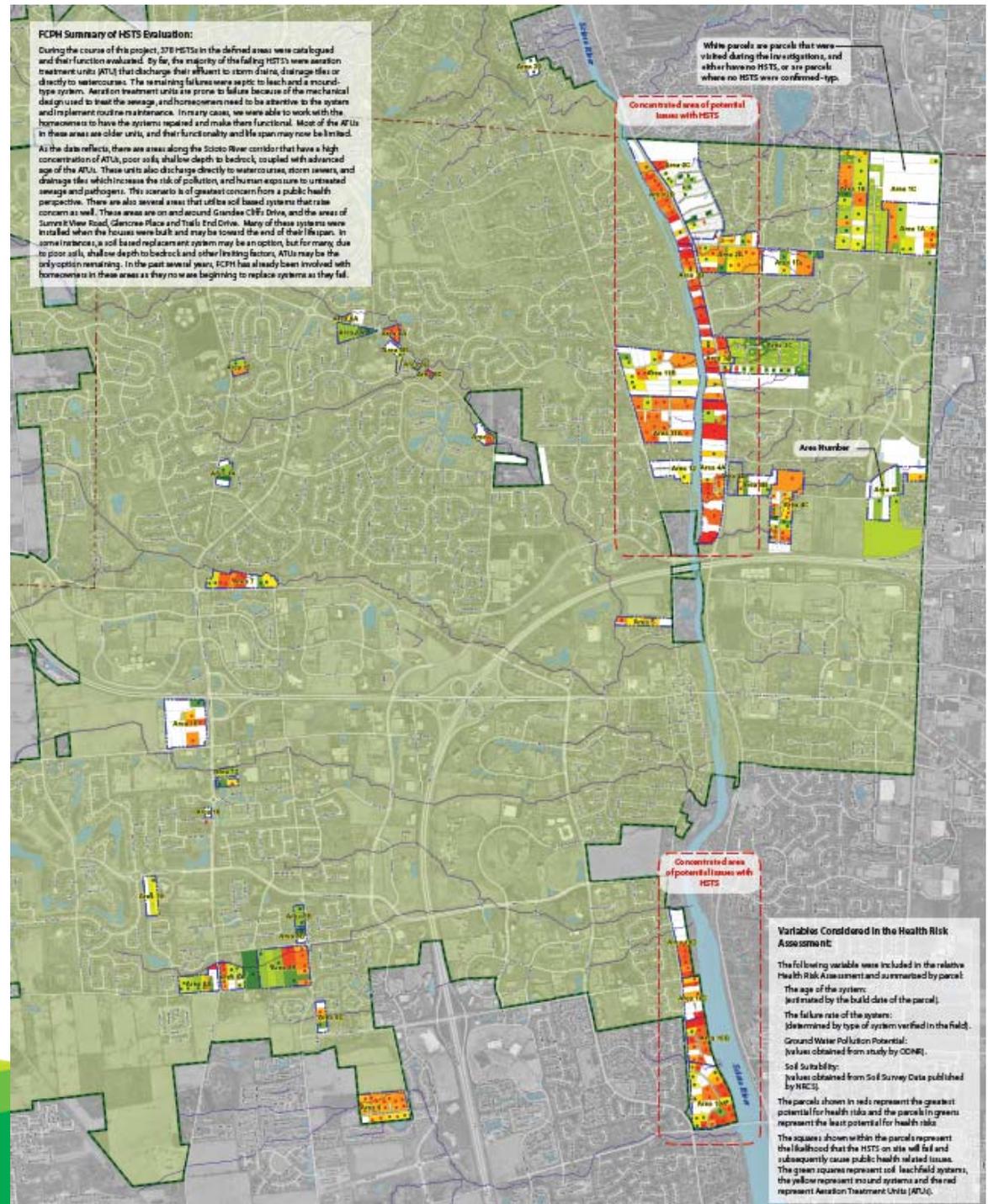


Water/Sewer Extension Areas
General Location Map
August 3, 2015

Utility Extension Areas
Sewer Only
Sewer and Water
Water Only

Tasks Completed

- ✓ Health risk assessment
- ✓ Draft policy framework
- ✓ Series of public discussions
- ✓ Formal policy
- ✓ Parcels currently within 100' of public utilities
- ✓ 25 year build-out plan
- ✓ 15 year build-out plan
- ✓ Extensions programmed in 2016-2020 CIP



Developed Parcels Currently Within 100' of Public Utilities

Chapters 51 and 52 of the Codified Ordinances of the City of Dublin, Ohio

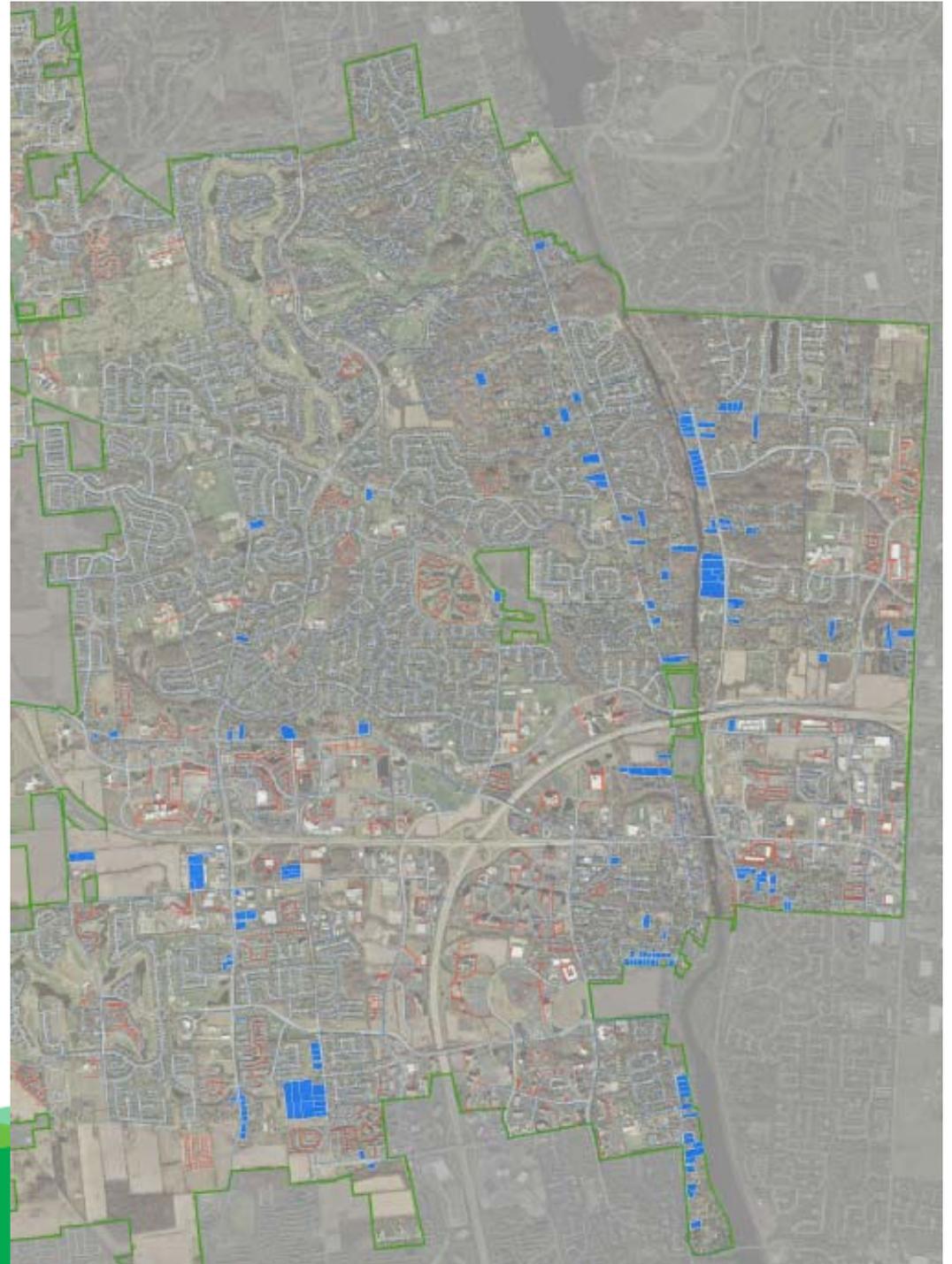
- Once the City extends these public services to within 100 feet of the property line, property owners are required to connect to the public systems at their expense...



Developed Parcels Currently Within 100'

Public Water
158 Parcels

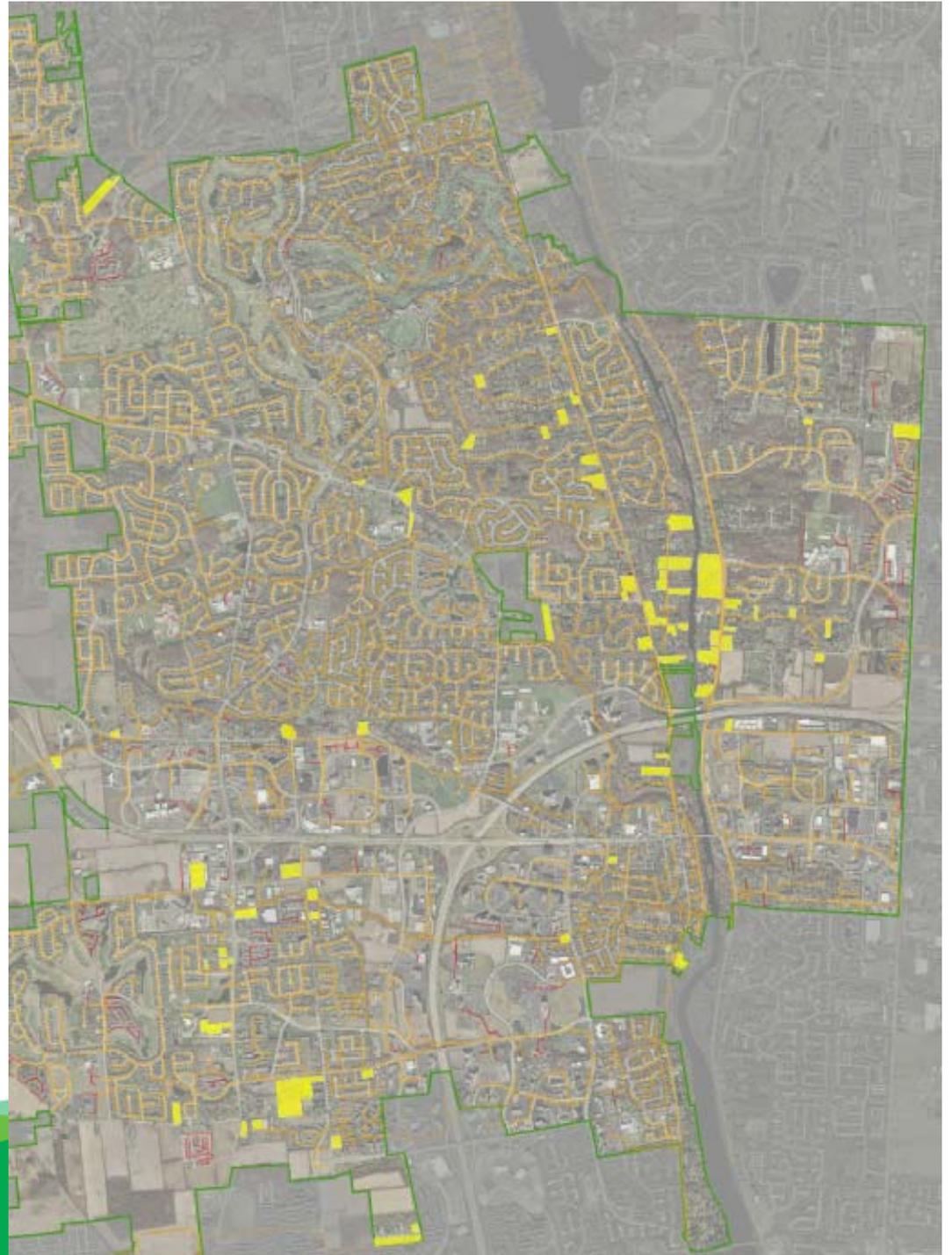
* of these, 43 are also on the
sanitary sewer list



Developed Parcels Currently Within 100'

Public Sanitary Sewer
105 Parcels

* of these, 43 are also on the
water list



Policy

Purpose

- Establish equitable, documented, uniform, and systematic mechanism for planning

Process may be initiated either by:

1. Five-Year CIP Planned Extensions
2. Petition for Extension by Property Owners



Five-Year CIP Planned Utility Extensions

- Based on public health, safety, and welfare of the community and opportunity to leverage a planned capital improvement project
- Staff has reviewed, prioritized, and developed a 15 year implementation plan for utility extensions by taking the following factors into consideration:
 - Public Health and Safety
 - Future Development Potential
 - Potential to Leverage a Programmed Capital Improvement Project
 - Cost Effectiveness
 - Cost Estimate and Available Resources
 - Other Factors
- Funding has been identified in the 2016-2020 CIP for the design and construction of extensions to several areas



Petition for Extension by Property Owners

- Property owners submit Utility Extension Application including Petition signed by no less than 85% of property owners in the Extension Area
- Affidavit indicates property owners' willingness to connect and donate easements
- Applications due by March 1st of any given year for consideration in the annual update of the CIP
- City evaluates and determines if application is complete and valid
- City Manager provides recommendation to City Council as part of annual CIP process



Implementation of Programmed Utility Extension Projects

- City funds design and construction of public utility line extensions
- Property owners are responsible for all private connection costs
 - Tap fees and capacity charges
 - Private services lines from public utility main lines to their structure
 - Any modifications to existing interior plumbing necessary to connect
- Petitioning Property Owners must pay tap fees and capacity charges prior to City advertising construction contract for the construction of public lines – City will withdraw funding for the project if all Petitioners don't pay
- As an incentive, property owners receive a waiver of 50% of Dublin's tap fees and capacity charges so long as connection is made within required connection timeframe.



Monitoring and Reporting

Report submitted to City Council annually as a part of the CIP process:

- Number and quantity of known private HSTS in the City;
- number and quantity of known private domestic water wells in the City;
- list of properties that are within 100' of public utilities but not connected;
- updated map of Extension Areas;
- updated preliminary estimates for public utility extensions;
- recommendations on Utility Extension Applications received before 3/1;
- recommended Extension Areas for the next Five-Year CIP update; and
- communications notifying Property Owners located within Extension Areas to receive utility extensions during upcoming CIP timeframe.



Connection Requirements - Timeframe

Chapters 51 and 52 of the Codified Ordinances of the City of Dublin, Ohio

- Once the City extends sanitary sewer and water public services to within 100 feet of the property line, property owners are required to connect to the public systems at their expense **within 90 days** after the date of official notices to do so.

Benchmarking

- Examples ranged from 90 days to 5 years



Connection Requirements - Timeframe

Goal is to provide as much advanced information and notification as possible to residents.

- Policy, 5-Year CIP Utility Extensions & future conceptual plan on Dublin's website
- Annual notification to property owners in Extension Areas that are programmed within the 5-year CIP
- Ordinance 93-15 - Amend Chapters 51 and 52 of City Code to require connection within **2 years** after the date of official notices to do so.

Advanced CIP notice (1 → 5 years) PLUS official notification (2 years)

❖ Between 3 and 7 years TOTAL notice



Connection Requirements - Economic Hardship or Unusual and Compelling Circumstances

Chapters 51 and 52 of the Codified Ordinances of the City of Dublin, Ohio

- In the event that a property owner **proves hardship or extraordinary circumstances or excessive costs** to make the required connection, the City Manager, with concurrence of City Council, may grant **relief**.

Benchmarking

- No specific criteria or procedural examples identified

Section 153.177 Economic Hardship or Unusual and Compelling Circumstances

- Applicable to Architectural Review Board Process
- Staff developed guidance and procedures for Chapters 51 and 52 modeled after the language in Section 153.177



Connection Requirements - Economic Hardship or Unusual and Compelling Circumstances

Ordinance 93-15 - Amend Chapters 51 and 52 of City Code to establish guidance and procedures as follows:

- Waiver may be for a period up to 5 years, renewable upon reevaluation
- Applicant bears the burden of proof
- Case may be asserted when an existing HSTS/private water system:
 - Has a remaining useful life and/or
 - Physical property circumstances are such that construction would not be reasonable



Connection Requirements - Economic Hardship or Unusual and Compelling Circumstances

- The following documentation may be submitted:
 - Statement of relevant circumstances;
 - Appraised value of the property;
 - Statement of applicant's annual income and expenses;
 - Documentation of HSTS's/private water system's initial installation date;
 - Inspection history and report(s);
 - Maintenance records;
 - A minimum of 2 construction quotes for the private service lines;
 - Any other documentation or consideration that is consistent with this section.



Connection Requirements - Economic Hardship or Unusual and Compelling Circumstances

- In determining whether a substantial economic hardship or unusual and compelling circumstances exist, City Council shall determine that:
 - The waiver will not cause a substantial adverse effect to property or improvements in the vicinity or the environment;
 - The waiver will not adversely affect the delivery of governmental services;
 - The waiver will not create a nuisance.



Connection Requirements - Economic Hardship or Unusual and Compelling Circumstances

Staff proposes the following administrative procedures be utilized for receiving and reviewing such requests for relief:

- An application would be submitted to the Public Works Department on a form provided by the department.
- City Council would refer the requests to the Public Services Committee of Council to make a recommendation to City Council on their disposition.
- City Council would then either affirm or deny the recommendation by passing a resolution.



Communication

- ❖ Information will be posted on website
 - ❖ Policy,
 - ❖ presentations,
 - ❖ maps,
 - ❖ implementation plan,
 - ❖ staff contacts

- ❖ Public meeting – informational sharing and Q&A with staff
- ❖ Annual notification and information to property owners in Extension Areas that are programmed within the 5-year CIP
- ❖ Face-to-face meetings with affected property owners



Recommendations for Council Action on December 7

1. Approve Ordinance 93-15 amending Chapters 51 and 52 revising the connection requirements for the sanitary sewer and water systems.
 - Provide property owners 2 years after the date of official notice to connect.
 - Establish guidance and procedures to determine whether to grant relief to a property owner due to economic hardship or unusual and compelling circumstances.
2. Direct staff to initiate the connection process with those property owners of developed parcels that are currently within 100 feet of public sanitary sewer and/or water services.
3. Adopt the Public Water Utility and Sanitary Sewer Utility Extensions to Existing Developed Property Policy.



Thank you!

