

**RULES AND REGULATIONS  
FOR  
WEST BRANDYWINE TOWNSHIP  
MUNICIPAL AUTHORITY**

**FEBRUARY 2018**

**PREPARED FOR:**

**WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY  
199 LAFFAYETTE ROAD  
WEST BRANDYWINE, PA 19320-1230**

**PREPARED BY:**

**CARROLL ENGINEERING CORPORATION  
949 EASTON ROAD  
WARRINGTON, PA 18976**

“Copyright© - 2018 Carroll Engineering Corporation - All Rights Reserved - These documents were prepared by, and are owned by, Carroll Engineering Corporation; and as such, represent instruments of professional service with respect to the project for which they were specifically designed and to the listed client and/or applicant. The documents and information are not intended or represented to be suitable for reuse by the listed client/applicant, or by others, on extensions or modification of the project or any other project. The reproduction of a copy of these plans, or reuse of these documents, and/or the copying of any portion of information shown on these plans is not permitted and in no circumstance will be approved without an assignment of copyright privileges. Violation of this restriction shall be considered a violation of the Professional Code of Ethics and a theft of corporate assets, both of which shall be prosecuted to the fullest extent of current statutes. In the event of any unauthorized use, the person initiating the use shall accept all responsibility, both for copyright violation and professional liability, for any claims, damages, losses, and expenses arising from the unauthorized reproduction, misuse, or misappropriation of these documents or information shown on said documents.”

TABLE OF CONTENTS

	<u>PAGE</u>
I. DEFINITIONS .....	I-1
II. TERMS OF SERVICE .....	RESERVED
III. CHARGES AND FEES .....	III-1
IV. METERING OF PRIVATE WELLS .....	IV-1
V. PROHIBITIONS .....	RESERVED
VI. STANDARD SPECIFICATIONS AND DETAILS .....	RESERVED

## **SECTION I DEFINITIONS**

### **Applicant**

The owner or equitable owner of a property in the Township; and their authorized representatives.

### **Authority**

The West Brandywine Township Municipal Authority, Chester County, Pennsylvania.

### **Customer**

The owner of a property connected to the sewer system.

### **Equivalent Dwelling Unit (EDU)**

A standard unit of measure for which sewer tapping fees or sewer rentals are charged and billed as established by Resolution of the Authority.

### **Multi-Family Residential Dwelling**

A structure containing of two or more individual dwelling units that share a common connection to the sewer system.

### **Public Water Supplier**

A public (Municipal Owned or Public Utility) entity providing water service to any customer of the Authority.

### **Sewer Rental**

A periodic charge to a customer for cost of providing sewer service.

### **Sewer System**

Facilities owned by the Authority for collecting and conveying wastewater for treatment.

### **Single Family Residential Dwelling**

A detached or semi-detached dwelling unit individually connected directly to the sewer system.

### **Single Family Residential Dwelling – Multi-Family Dwelling Conversion**

A Single Family Residential Dwelling converted to a mutli-family dwelling as allowed and approved by the Township.

### **Tapping Fee**

A fee established by the Authority in accordance the Municipal Authorities Act, and as adopted by Resolution of the Authority; to be charged to any applicant making a connection to the sewer system.

### **Township**

The Township of West Brandywine, Chester County, Pennsylvania.

**Use**

A specific purpose for which land or a building is designed, arranged, intended or for which it is or may be occupied or maintained; and as covered by use regulations in the Zoning Ordinance of the Township.

### SECTION III CHARGES AND FEES

#### A. Tapping Fees

Any person purchasing capacity shall pay the Authority's tapping fee. No capacity will be allocated until the tapping fee is paid in full. The tapping fee will be as established by Resolution of the Authority and as stated on the Authority's current Fee Schedule. One tapping fee will be paid for each EDU allocated or portion thereof

##### 1. Method of Calculation

The total tapping fee due the Authority shall be calculated as follows:

###### a. Existing or Proposed Single Family Residential

Each single family residential dwellings shall be charged one tapping fee.

###### b. Multi-family Residential, Commercial, Industrial, Institutional, Recreational

Proposed multi-family residential dwellings; and commercial, industrial, institutional and recreational uses shall be charged multiple tapping fees based on estimated daily wastewater flow to be generated on the property. The Applicant shall provide data in a format acceptable to the Authority that substantiates the projected usage for the property. The Authority will review the data and determine the number of EDU's required for the property.

If usage data is not available, the number of tapping fees to be charged shall be determined by agreement between the Authority and Applicant.

##### 2. Confirmation of Allocated Capacity

Where allocated capacity for a property is based on estimated wastewater usage, the property owner shall enter into an agreement with Authority to pay additional tapping fees if after periodic review by the Authority of actual wastewater usage, the Authority determines that the number of EDU's allocated to the property has been exceeded.

##### 3. Capacity to Stay With the Property

All EDU's allocated and purchased for a property shall remain with the property. No property owner may sell or transfer EDU's to another person, entity or property.

4. Capacity Buyback

The Authority, at its sole discretion, may repurchase capacity from a property owner. Repurchase of capacity will be at the tapping fee in effect when the capacity was originally purchased.

B. Sewer Rentals

All customers will be charged sewer rentals as established by Resolution of the Authority and as stated on the Authority's current Fee Schedule.

1. Customer Classifications

a. Single Family Residential With Public Water

Single family residential customers served by public water supplier shall be Residential Metered (RM). Sewer rentals shall be based on water meter readings obtained by the Authority from the water supplier. Customers served with public water may not be Residential Flat Rate (RF) customers.

b. Single Family Residential With Private Well - Metered

Single family residential customers with a private well may install a meter on the well to be read by the Authority. The installation of meters on private wells shall be per Section IV. Customers with a metered private well shall be Residential Metered (RM). Sewer rentals shall be based on water meter readings obtained by the Authority.

Customers who chose to meter their well may not remove the meter and switch to Residential Flat classification once the meter is installed.

c. Single Family Residential With Private Well – Un-metered

Single family residential dwellings with an un-metered private well shall be Residential Flat (RF).

d. Multi-family Residential, Commercial, Industrial, Institutional, Recreational

All other uses including, but not limited to, multi-family residential dwellings; and commercial, industrial, institutional and recreational uses, shall be Bulk Metered (BM). Metering of usage will be by a sewer meter of a single connection to the Authority's system. If the use of a sewer meter is not suitable for the connection, metered water usage for



customers served by a public water supplier, or by a metered private well may be used.

Sewer meter and metered well readings will be obtained by the Authority. Water meter readings for customers served by a public water supplier will be obtained by the Authority from the water supplier.

2. Sewer Rental Charges

Sewer rentals shall be comprised of the following charges:

a. Debt Service Charge

Each customer shall pay a Debt Service Charge based on the number of EDU purchased and allocated to the property.

b. Usage Charge

Metered rate (RM) and (BM) customers shall pay usage charges based on the total gallons of metered usage (water or wastewater) for the billing period. Flat rate (RF) customers shall pay a flat rate for usage.

c. Billing Frequency

Residential metered (RM) and residential flat (RF) customers will be billed four times annually, on a quarterly basis. Bulk metered (BM) customers shall be billed twelve times annually on a monthly basis.

**SECTION IV  
METERING OF PRIVATE WELLS**

A. General

Any Customer not served by a public water supplier may install a meter on their well to be billed as a Residential Metered customer. Any Bulk Metered customer who cannot be metered using a sewer meter must install a meter on their well. All costs associated with the installation of a meter and modifications to existing plumbing facilities shall be the responsibility of the Customer.

Meters shall be installed as shown on the Typical Meter Installation for Private Well detail and in conformance with West Brandywine Township's Plumbing Code. All meter installations and modifications to existing plumbing may not be performed until the property owner has obtained a permit from West Brandywine Township. The Authority will not classify the Customer as Residential Metered until a copy of the plumbing permit has been provided to the Authority.

Once a customer is classified as a Residential Metered customer, the Customer may not remove the meter and be reclassified as a Residential Flat customer.

B. Meter Type

Meters installed on residential wells shall be new and suitable for metering potable water supplies. The meter will be wired to a touch pad installed on the exterior of the building to permit the Authority to read the meter. The meter and touch pad must be compatible with the Authority's touch reader:

SENSUS TOUCH READER II

C. Touch Pad Location

The touch pad shall be installed on the exterior of the building as indicated on the Metered Private Well Exterior Touch Pad Location detail. The touch pad shall be kept free of all obstructions and shall be accessible to Authority personnel or designated representatives at all times.

D. Maintenance

Customer shall maintain meters including touch pad in good working condition and provide free and clear access to the touch pad at all times. Customer shall also maintain meter calibration. If the Authority is unable to obtain a meter reading because the touch pad is not accessible, Customer's meter is non-functioning, or Authority determines Customer's meter is not reading accurately resulting in increase or decrease in water usage; the Authority will notify the Customer and Customer shall be subject to modified billing until the issue is addressed.



E. Bypasses

Bypasses of the meter shall not be permitted. Piping from Customer's well to meter shall be continuous with no branches. All water pumped from the well shall pass through the meter. West Brandywine Township will not issue a plumbing permit for any meter installation that includes a bypass. If after installation of a meter on a well, the Authority determines that a bypass has been installed; Authority shall notify West Brandywine Township that the Authority believes modifications to the customers plumbing system have been made without a permit from the Township. Customer shall be subject to modified billing.

F. Billing Modifications

If Authority is unable to obtain meter readings due inaccessible touch pad or non-functioning meter, Authority believes the meter is not reading accurately or Authority believes that a bypass has been installed; Customer shall be subject to the following modifications of sewer bills until required repairs (touch pad is made accessible, the meter is calibrated, repaired or replaced, bypasses are removed) are completed:

1. First unsuccessful or inaccurate read:

Customer will be billed the quarterly flat rate.

2. Second and all subsequent unsuccessful or inaccurate reads:

Customer will be billed the higher of the quarterly flat rate, or highest quarterly reading from Customer's prior 5-years meter readings.

If Authority and Customer agree to a stated period for Customer to complete repairs, Customer will be billed based on estimated readings. Estimated readings for a specific quarter or month will be based on the average of prior years readings for the corresponding quarter or month, i.e.: 1<sup>st</sup> quarter will be based on prior years 1<sup>st</sup> quarter readings, 2<sup>nd</sup> quarter on prior years 2<sup>nd</sup> quarter readings, etc.