



# Suncadia Utilities™

A NW Natural Water Company

## Regulations and Guidelines

Suncadia Water Company (SWC) and Suncadia Environmental Company (SEC), commonly referred to as “Suncadia Utilities”, are subject to the Revised Code of Washington (RCW) and the Washington Advisory Code (WAC). Suncadia Water Company is a regulated utility under the jurisdiction of the Washington Utilities and Transportation Commission (UTC) and approved Water Tariff #UW-110917. Copies of the Water Tariff are available by contacting the UTC or SWC.

The information provided in this handout is accurate as of the date shown on the page footer. It is only a brief summary of some of the information contained in the WUTC tariff, the WAC, and the RCW. If there are questions, concerns, or conditions that are not covered by this document, please contact Suncadia Utilities.

### Utility Contact Information:

Suncadia Water/Environmental Company

Mailing Address: PO BOX 457, Cle Elum WA 98922

Physical Address: 2906 Upper Peoh Point Rd, Cle Elum WA 98922

Office Phone and Message Line: 509-649-6370

Critical water or sewer related emergency contact Darian Osiadacz 509-674-8948

or Eric Jensen 509-304-8471

Office hours: 9:00 AM to 5:00 PM, Monday - Friday

### APPLICATION FOR WATER AND SEWER SERVICE (see WAC 480-110-325)

An application for water and/or sewer service must be made for each individual service.

An application for service shall be made when:

1. A service for new construction is required.
2. Service has been discontinued by the customer.
3. There is a change in ownership or identification of the customer.
4. There is a change in the type of use or the number of premises served.

Customer shall first provide information for and sign an “Application and Agreement for Service” (application form). The Utility will provide the form, requested by fax and/or e-mail, and copies are also available at the Utility

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Office. The application must be filled out in its entirety, and the Utilities reserve the right to request additional information.

After submittal of a complete application, the Utilities shall make a determination to either grant or deny the new service. If service is denied, the customer will be notified of the decision and the reasoning within 10 working days. Customers can appeal denial of water service by calling the UTC at 1-800-562-6150.

## **SERVICES FOR NEW CONSTRUCTION**

The Utility's process of applying for and connecting a new water and/or sewer service is listed below.  
All work shall be performed in conformance with the Uniform Plumbing Code.

### **1. Water Service Connection:**

- a. After approval of the water service by SWC, the customer is responsible for and shall pay all scheduled fees and deposits. Any past due Ready to Serve (RTS) charges must also be paid in full.
- b. As part of the application process, the customer will provide a desired water meter installation date. SWC will endeavor to meet the desired installation date, but in no case should the customer expect to have the meter installed sooner than 48 hours after the submission of a fully completed and signed application. Certain ongoing operations, activities, and emergencies may delay actual installation of the meter as determined solely by SWC. The meter is supplied and owned by SWC.
- c. The customer or an appointed representative will meet a SWC employee, at an arranged time, at the site during the meter installation to verify and sign off on the initial meter reading.
- d. All connections, line installations, leaks, and any other related activities and occurrences on the lot side of the meter will be the responsibility of the customer.
- e. **An inspection of the water service lateral by SWC, from the meter box to the water service stub to the building, is required.** After the water service connection has been excavated, the pipe installed, and bedding installed, the customer shall contact SWC for an inspection. The inspection will be performed by SWC within 2 working days of customer contact. After inspection of the side service, the line may be finish bedded and backfilled.
- f. SWC may be able to perform minor work related to the installation of the water service on a time available basis and at standard SWC rates.
- g. Monthly residential or commercial water charges shall be applicable from the date the water meter is installed.
- h. **Technical Requirements are as Follows:**
  - i. The water service line shall be high density polyethylene (HDPE). High density polyethylene pipe shall have a working pressure of 200 psi, meet AWWA specification C-901, shall be listed by the National Sanitation Foundation for potable water use. HDPE pipe shall be joined by stainless steel and/or bronze compression fittings (Ford type pack joint).
  - ii. The water service and electrical service lines shall be separated by a minimum of 24 inches. No electrical grounding devices or wires from any utility shall be attached to any service line.
  - iii. No sewer service shall be installed within three feet horizontally and eighteen inches vertically of a water service line.
  - iv. Service lines shall be bedded with six inches of bedding sand or pea gravel over and under the service lines. If a service line is laid partially or entirely under a driveway, the minimum cover shall be 48 inches to the top of the line. In all other circumstances, the minimum cover shall be 42 inches to the top of the line to prevent freezing.
  - v. The minimum size for a water service line is 1-1/2 inch.

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vi. The contractor shall provide an asbuilt, in the form of a sketch, to SWC.

## **2. Sewer Service Connection:**

- a. After approval of the environmental/sewer service by SEC, the customer is responsible for and shall pay all scheduled fees and deposits. Any past due Ready to Serve (RTS) charges must also be paid in full.
- b. It is the customer's responsibility to make the connection from the existing lot sewer service stub to the building. All connections, line installations, leaks, bedding, landscaping, and any other related activities and occurrences are the responsibility of the customer.
- c. **An inspection of the sewer service lateral by SEC, from the connection to the existing lot sewer service stub to the building, is required.** After the sewer service pipe has been excavated, the pipe installed, and bedding installed to the haunch line, the customer shall contact SEC for an inspection. The inspection will be performed by SEC within 2 working days of customer contact. After inspection of the side service, the line may be finish bedded and backfilled.
- d. SEC may be able to perform minor work related to the installation of the sewer service on a time available basis and at standard SEC rates.
- e. Monthly residential or commercial sewer charges will begin at the time the connection to the sewer service stub is made, as determined by SEC.
- f. **Technical Requirements are as follows:**
  - i. Gravity sewer services shall be PVC pipe with approved flexible gaskets that conforms to ASTM specification D-3033 or D-3034, SDR 35. All joints and connections shall be made gastight and watertight. No paint, varnish, or other coatings shall be permitted on the jointing material with the exception of gasket lubricant. The minimum depth of a trench for PVC pipe shall be 36 inches and the minimum cover shall be 24 inches of soil or equivalent protective material. In the event a building sewer is laid partially or completely under a driveway, then the minimum cover shall be 30 inches for PVC pipe.
  - ii. Pressure and pumped sewer services shall be high density polyethylene (HDPE). High density polyethylene pipe shall have a working pressure of 200 psi.
  - iii. Customers are encouraged to install a sewer backflow prevention device on the sewer service line.
  - iv. Bedding pea gravel or sand shall be used in all sewer line installations. Pipe shall be carefully bedded 6 inches under and over the pipe either by forming the trench bottom to support the bottom one-quarter of the pipe.
  - v. No large rocks shall be left in the trench bottom which may damage the pipe and no large rocks shall be placed in the backfill.
  - vi. Gravity pipes shall be laid with spigot ends downstream and all changes of direction shall be made utilizing suitable fittings. 90-degree fittings are not allowed and 90-degree bends shall be accomplished utilizing two 45-degree bends separated by a minimum of 18 inches. Trench shall be free of water during laying of pipe.
  - vii. No backfill shall be placed over the pipe until the work has been inspected and approved by SEC.
  - viii. The backfill shall be placed by hand and be thoroughly tamped or trod to twelve (12) inches above the top of the pipe.
  - ix. **No downspouts, footing drains, outside drains, sump pump discharges, or any other portion of the storm drain system shall be connected to any portion of the sanitary sewer system.**
  - x. No other utility, power, communication, TV cable or storm water lines shall be located in the same trench as a building sewer.
  - xi. The contractor shall provide an asbuilt, in the form of a sketch, to SEC.

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## **SERVICE DISCONTINUATION**

If service has been voluntarily disconnected, the customer is required to apply for water and sewer service through the use of an updated "Application and Agreement for Service" form. The customer shall pay a **Reconnection Charge** and an **Account Set-Up Charge** as specified. **"Seasonal or Temporary Discontinuations of Service" initiated by the customer are prohibited per Tariff Rule 14.**

## **CHANGE OF OWNERSHIP OR CUSTOMER IDENTIFICATION NOTIFICATION**

It is the responsibility of the existing customer to notify the Utility Companies in writing when there is a change in ownership or identification of the customer. The existing customer is responsible for all charges and usage up to the date upon which notification is given or the company becomes aware of the change (see WAC 480-110-355). The new customer is required to apply for water and sewer service through the use of an "Application and Agreement for Service" form.

## **CHANGE IN TYPE OF USE OR NUMBER OF PREMISES SERVED (WAC 480-10-365)**

It is the responsibility of the customer to notify the Utility Companies in writing when there is a change in equipment or usage that will materially affect the service being provided by the Utility Companies. This includes changes in the type of use or the number of premises served from a utility service. Changes of this nature trigger a requirement for the customer to apply for water and sewer service through the use of an updated "Application and Agreement for Service" form.

## **BILLING PROCEDURES (see Tariff Rules 9 and 11)**

All bills shall be paid monthly in arrears. Bills will be deemed received upon personal delivery to customer or three (3) days following the deposit of the bill in the United States mail to the customer's last known address.

**Bills are due and payable upon receipt. Bills are considered delinquent if unpaid twenty (20) days after the bill mailing date. A Late Payment Charge shall be added to each account for each month the bill is delinquent.**

Where a water meter has not been read due to conditions unique to a particular property, a minimum bill will be rendered and adjusted when the next succeeding meter reading is available. Estimating shall not be done for more than two consecutive months.

The winter months when snow and ice prevent access to the meter boxes and meters cannot be read shall be defined as a "**winter no-read period.**" During this period, SWC will bill only the applicable monthly charges. Consumption charges will continue to accrue during the winter no-read period, but they will not be payable until they can be measured. Following the winter no-read period, the consumption charge for that period will be calculated using normal consumption rates. If the customer specifically requests, the customer will have the option of paying the consumption charge in equal payments over the same number of months as the winter no-read period.

## **WATER RATES, SEWER RATES, AND ANCILLARY CHARGES (see Tariff Sch. 3, 2, and X)**

**Rates for water are those published in the SWC tariff. Rates for Sewer are as established by the SEC.**

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**Monthly Water Rates:**

<b>CUSTOMER CLASS</b>	<b>MONTHLY BASE CHARGE</b>		
Ready-To-Serve:	\$ 39.00		
Single-family Residential - 1" meter	\$ 39.00		
Commercial Buildings:			
1-inch meter	\$ 39.00		
1-1/2-inch meter	\$ 78.00		
2-inch meter	\$ 124.80		
3-inch meter	\$ 234.00		
4-inch meter	\$ 390.00		
Dedicated Fire Lines*:			
1-inch line	\$ 10.75		
2-inch line	\$ 34.39		
3-inch line	\$ 64.50		
4-inch line	\$ 107.46		
6-inch line	\$ 214.91		
8-inch line	\$ 343.86		
Consumption Charges, all customer classes:			
	Consumption Charge – Tiered Rates		
	\$ 3.00 per 1000 gallons	\$ 5.30 per 1000 gallons	\$ 8.60 per 1000 gallons
	Applicable Range	Applicable Range	Applicable Range
1-inch meter	0 to 5,000 gallons	5,001 to 18,000 gallons	18,001 + gallons
1-1/2-inch meter	0 to 10,000 gallons	10,001 to 36,000 gallons	36,001 + gallons
2-inch meter	0 to 16,000 gallons	16,001 to 89,600 gallons	57,601 + gallons
3-inch meter	0 to 30,000 gallons	30,001 to 108,000 gallons	108,001 + gallons
4-inch meter	0 to 50,000 gallons	50,001 to 180,000 gallons	180,001 + gallons

\*Assumes a customer with a dedicated fire line also has a standard service meter. If a dedicated fire line service does not have an associated standard meter service, a Ready-To-Serve charge will be applied in addition to the fire line charge.

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**Monthly Sewer Rates:**

<b>CUSTOMER CLASS</b>	<b>MONTHLY BASE CHARGE</b>
Ready-to-Serve	\$ 36.41
Residential Sewer Connection	\$ 75.67
Small Commercial	\$ 75.67
<b>Commercial</b>	
1" Water Meter Service	\$ 189.20
2" Water Meter Service	\$ 605.44
3" Water Meter Service	\$ 1,210.89
4" Water Meter Service	\$ 1,891.99
Lodge	\$15,393.22
6" Non Potable	\$3,796.84

**Ancillary Charges:**

<b>CHARGE DESCRIPTION</b>	<b>RATE</b>
Reconnection Charge:	\$40.00 per labor hour
Service Visit Charge:	\$30.00 per visit
Late Payment Charge:	2% per month on unpaid balances, or a minimum of \$5.00, whichever is greater.
Account Set-Up Charge:	\$30.00 per set-up
NSF Check Charge:	\$10.00 per check
Security Deposit for Hydrant Meters:	\$500.00
Repair/Damage Charges:	\$40.00 per labor hour plus direct cost of materials

**RESPONSIBILITY AND MAINTENANCE OF SERVICES (see Tariff Rule 8)**

Water and sewer service will be delivered to and received by the customer on the parcel's property line at a point designated by the Utilities (Point of Delivery). The customer will assume all responsibility after "Point of Delivery" for water supplied by SWC. SWC will be exempt from all liability for loss or damage caused by leakage of water furnished by the Utilities after water has passed the "Point of Delivery".

All service pipes and fixtures on the customer's side of the "Point of Delivery" shall be provided and must be maintained and protected from freezing at the customer's expense. Where there are leaking and/or defective pipes or fixtures, the water may be turned off at the option of the Utility Company until properly repaired. SWC may require any service to be equipped with freeze prevention devices to be used during cold weather conditions instead of permitting water to run continuously from faucets. SWC shall not be liable for loss, damage, or claims that arise from or related to the discontinuance of water service due to leaking or defective pipes or fixtures that are the responsibility of the customer. Such limitation of liability shall include, but is not limited to loss, damage, or claims arising from or relating to inoperable sprinkler systems during the period of water shut-off.

SWC shall be responsible for maintaining meter boxes and their contents, along with fire hydrants, and services on the street side of the "Point of Delivery." However, if a customer or a customer's contractor causes damage

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to a meter box, fire hydrant, or any other piece of utility-maintained infrastructure, the customer will be responsible for paying the repair/damage charges.

### **ACCESS TO PREMISES (see Tariff Rule 9)**

The Utility's regularly authorized agents and employees will have access to the premises of the customer at reasonable hours for meter reading, inspection, connection, disconnection, repair or removal of SWC property.

### **EXTERIOR SPRINKLING AND IRRIGATION (see Tariff Rule 15)**

Water used for exterior sprinkling and irrigation will be paid in full per the prescribed rates for the service. The hours of such use will be as described from time to time by the SWC, subject to protest by any customer affected and reviewed by the UTC. During peak use months (June through September) and at such other times when demand may be high, the SWC may prohibit or limit exterior sprinkling and irrigation to preserve water for domestic consumption and fire protection. No customer or person will use water for exterior sprinkling or irrigation purposes during a fire within the Resort area.

### **WATER PRESSURE**

Water pressure supplied to the "Point of Delivery" is in conformance with Department of Health standards but does vary throughout the Resort. Fire sprinkler systems are a special concern, and usually require a higher water pressure than the minimum pressures specified by the Department of Health.

The following is a list of areas where there are "known areas of concern" related to fire sprinkler system design. Other systems and devices specified for installation in structures may also be sensitive to varying pressures supplied and customers are encouraged to take pressure readings at the actual "Point of Delivery" prior to the design of plumbing systems. The SWC shall not be liable for loss, damage, or claims that arise from or related to the water pressures supplied at the "Point of Delivery." Such limitation of liability shall include, but is not limited to loss, damage, or claims arising from or relating to inoperable sprinkler systems, booster pump installation and maintenance, and other systems lack of function or failure.

**The following is a list of areas where there are "known areas of concern" related to fire sprinkler system design:**

- **Larkspur Loop**
- **Birch Court**
- **Wood Rose Court**
- **Bunchberry Court**
- **Elderberry Court**
- **Bull Wheel Lane**
- **Spragger Way**
- **Single Jack Court**
- **Portal Court**
- **Cabin Trail Drive**
- **Sasse Lane**
- **Rocky Run Loop**
- **Polallie Lane**
- **Three Queens Loop**
- **Saddle Ridge Loop**

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