



COUNTY OF CAMPBELL

COMMUNITY DEVELOPMENT

PO Box 100
34 Rails End Lane
Rustburg VA 24588

Water/Sewer Utility Extension Policy

This document is intended to clarify development review and inspection procedures between Campbell County Utilities and Service Authority (CCUSA), Campbell County Department of Public Safety, and Campbell County Department of Community Development.

Extension of Public Water:

1. Applicant meets with CCUSA
2. Applicant provides letter to CCUSA indicating their desire to extend the system and understanding that the system will be designed and built to CCUSA standards and turned over to CCUSA for operation after acceptance.
3. CCUSA provides cover letter to Director of Community Development
 - Cover letter identifies the general nature and feasibility of the request and includes a copy of the letter from the Applicant as an attachment.
4. Community Development Director prepares Board agenda item and discusses with applicant (notifies applicant to be present)
 - Board agenda item identifies Comprehensive Plan and zoning issues
5. Board of Supervisors decides whether to authorize additional planning for the extension.
6. Community Development Director informs CCUSA and Planning Commission of the Board decision.
7. Final (technical) approval of the extension is granted by the Board of Supervisors at a later meeting, either through the rezoning process or separately.

Notes:

Extensions of water and/or sewer mains in existing areas that would not, by the act of construction of said mains, reasonably allow other large uninhabited parcels access, can be addressed through the Board's consent agenda without a staff presentation. Extensions of main lines for new development that could open up large tracts of land to water and/or sewer access would go through the complete procedure above.

The Planning Commission should not recommend, nor should the Board take final action on a rezoning or special use permit request where the extension of the public utility has not been authorized. The applicant may wish to delay his application for public hearing items until the utility extension issues have been decided. Proceeding at a faster pace is at the risk of the applicant and fees will not be refunded if the applicant decides to withdraw a public hearing request for rezoning or special use permit.

Although the Board of Supervisors may grant the applicant approval to proceed, this in and of itself does not grant construction approval nor imply that the Authority will approve the final design and construction.



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Public Water Line Design and Approval:

1. Water Pressure – CCUSA wants a minimum of forty-five (45) pounds per square inch (p.s.i.) at the water meter as a general rule, but can accept a forty (40) p.s.i. minimum consistent with the building code. Private booster pumps may be needed.
2. Fire Flow – (for all future building construction in Campbell County) the Statewide Fire Prevention Code (SFPC), Section 508.3, requires the use of an approved method for determining fire flow requirements. Appendix B of the SFPC lists a suggested method and will be used to determine minimum fire flows on all future construction where a connection to CCUSA's water system is possible. The minimum flow required will never be below 750 gpm unless in rare instances a reduction of fire flow requirements for isolated buildings or buildings in rural areas or small communities where full fire flows are impractical (as authorized in Appendix B, Section B103.1 of the SFPC) is granted upon recommendation of the Fire Marshal, Public Safety Director, Community Development Director, Code Official, and Zoning Administrator. Before such reduction is recommended, the local Fire Chief responsible for the area in question will be notified and asked to comment on the proposed reduction. When a water line is added to CCUSA's water system, the minimum flow will never drop below 75% of flow required in Appendix B of the SFPC in the length of the line. A flow test will be required for all connections. The Fire Marshal will be notified of the test and be provided a copy of test documentation prior to final approval.
3. Hydrant Placement – The Fire Marshal must dictate where the hydrants need to go and the spacing for each development. CCUSA prefers them at lot lines and high points in the main. CCUSA may designate hydrant locations in addition to those required by the Fire Marshal.
4. CCUSA and Fire Marshal need two signature blocks each on the plans. The first signature indicates preliminary review and the second indicates approval of the final plans for construction. During the process of getting plans approved, the Engineer will need to distribute at least 3 sets of approved plans to CCUSA; plans must show hydraulic pressures. All parties responsible for reviewing plans will be given two weeks to do so upon receipt. CCUSA will review plans first to insure the hydraulics, line placement etc are even close to requirements. Once CCUSA receives a revised plan (if necessary) they will send it on to the Fire Marshal. The Fire Marshal will review and make comment, then send it back to CCUSA who will send it to the Engineer for final revisions.
5. CCUSA sends Community Development copies of the letter to the Health Department from the Engineer certifying the pressure and flow and a copy of the subsequent approval letter.