

GREEN MOUNTAIN WATER AND SANITATION DISTRICT

DRAFT DEVELOPMENT REVIEW PROCESS

Revised 5/1/2024

Water and/or Sewer Service may be furnished to properties within the Green Mountain Water and Sanitation District's (District) Service Area subject to the District's Rules and Regulations, the availability of facilities and capacity. Service provided by the District is subject to fees, rates, tolls, charges and penalties imposed by the District, Metro Wastewater Reclamation District (Metro) and Denver Water.

This overview of the development review process has been developed as a guide for property owners, land developers and their agents (Applicant) for development and specific site reviews for water and sanitary sewer utilities for development that is seeking service from the District. As each project has unique characteristics that may require deviation from the standard review process, as such the standard review process listed herein is not all inclusive and may be modified for each project.

Please refer to the District's Rules and Regulations for additional requirements; the District's Rules and Regulations are available at:

https://www.greenmountainwater.org/district/district_information/rules_and_regs.php

Questions should be directed to the District Manager. Jstanley@greenmountainwater.org

- **Present preliminary design to the City of Lakewood/Jefferson County**

The City of Lakewood (City) or Jefferson County (County) will issue a Planning Referral soliciting comments from the affected entities such as water and sanitary sewer providers, fire authority, gas, electric and cable companies, etc. Issues covered are platting, zoning, permits, etc.

GMWSD's Sewer and Water availability will be signed at this time with the note:

The Owner or Developer shall be required to plan, finance, design and construct water and sewer facilities needed to serve the Property in accordance with the Green Mountain Water and Sanitation District's Rules and Regulations and Development Review Process. Due to capacity issues new development will be held accountable to pay up to 50% of the remaining useful life of the pipe and or other infrastructure that serves the property.

- **Pre-design Meeting**

The Applicant must arrange a pre-design meeting with the District Staff and Engineer. This meeting will provide the Applicant with base maps, showing the existing utilities, determine where a capacity study shall be required and identify other pertinent information regarding requirements for the review process.

- **Capacity Review Meeting**

This meeting is to discuss the findings and options for moving forward.

- **Submission of utility design to the District**

To be reviewed and sign-off by the District Engineer.

General items to be reviewed by the District Engineer include, but are not limited to, the following:

- I. Design drawings**

- A. Cover sheet with:**

1. An Engineer's Statement, if applicable, similar to:
I hereby certify that the designed sanitary sewer depths will serve dwelling with 7'-0" ceiling height basements on all lots to be served by this pipeline.
2. Fire Chief approval block, if applicable, similar to:
"The number of fire hydrant locations shown on this water main installation plan is correct and adequate to satisfy the fire protection requirements as specified by the appropriate fire department. Fire flow requirements for this project were determined by the fire department as _____ GPM.

Signature of Chief or Designated Representative

Date

The District Engineer approval block:

"Approved this _____ day of _____, 20__ for engineering conformity to the District standards only, and does not relieve the design engineer from responsibility for errors or omissions in plans, specifications, or field surveys."

3. The Green Mountain Water and Sanitation District approval block should follow:
"Approved this _____ day of _____, 20__ by the Green Mountain Water and Sanitation District for (extensions on water main lines and sanitary sewer main) lines as shown herein."

This approval is valid for 6 months from the above date.

Signature, District Manager

Date

4. District's Water and Sewer Construction notes. (Attached)

- B. Plan and profile drawings and standard details**

1. All sanitary sewer mains, and water lines equal to or larger than 16 inches, are to be shown in plan and profile. All applicable details shall be included as part of the design drawing set. The Applicant should obtain required notes from the District and the Denver Water Department.
2. ~~Ductile Iron pipe, Class 52,~~ C900 is the preferred pipe material for water mains. However, alternate pipe materials will be considered, and are required for corrosive soils. The minimum allowable class for C900 PVC pipe is 305 ~~200,~~ DR-14.

Sewer pipe shall be ASTM D3034, DR-35; however, thicker walled pipe ~~DR-26~~ may be required for deep sewers, in expansive soils, poor trench conditions, and conditions where, in the opinion of the District's engineer, the additional wall thickness is determined necessary. All service tap connections on PVC pipe require a tapping saddle and/or wye.

II. Easements

Obtain water line easement agreement forms from the Denver Water and sanitary sewer easement forms from the District. Legal descriptions shall comply with Denver Water's drafting standards and be submitted to the District for review.

III. Other Submittal Items that may be required, as appropriate:

- Geotechnical Investigation: A geotechnical investigation report needs to be submitted during the review process. The investigation shall include resistivity testing for water main installations.
 - Overlot grading and site plans.
 - Anticipated construction schedule.
 - Special waste permit, if applicable.
- **Present the water design drawings to West Metro Fire Protection District.**

Prior to approval by the District, the Applicant shall present the water design drawings to West Metro Fire Protection District (Fire District). The Fire District will establish the fire flow requirements and number of fire hydrants for the project. After acceptance by all involved agencies the Fire Chief or designated representative will sign and date the appropriate signature block.
 - **District Approval.**

After review and sign-off by the District's Engineer the project will need to be approved by the District. There will be a minimum of two readings before the District prior to project approval. The Board meets on the second Tuesday of each month.
 - **Present the water design drawing to Denver Water.**

Submit design drawings after written approval by the District and the fire authority. Denver Water will approve the design drawings for construction when their review

comments have been addressed, and after the design has been approved by the fire authority and the District.

- **Final Drawings.**

The District shall review any design changes required by Denver Water prior to completion of final drawings. Denver Water will issue official drawing sets. The Applicant shall deliver three complete sets of drawings; two to the District and one set to the District Engineer prior to the pre-construction meeting.

- **Construction.**

The Applicant for all involved entities will arrange a preconstruction meeting at least 48 hours prior to construction commencement. All water and sewer construction shall be observed by the District or their representative. Record (“As Constructed”) drawings and electronic media should be delivered to the District Engineer upon project completion. Final project acceptance is contingent upon receiving the Record drawings.

- **Project Fees.**

It is the Applicant’s responsibility to contact each entity to determine the applicable fees for the project. The following is a partial list of fees that may be incurred:

Green Mountain Water and Sanitation District

- Plan review fees
- Capacity review study, if applicable
- District Costs as detailed below
- Tap Fees
- System Development Fees (SDF)
- Inspection Fees
- For new water services, the meter shall be purchased from and installed by the District.

Denver Water Department

- System Development Fee
- Tap Fees
- Review Fees, if applicable
- Inspection Fees, if applicable

Metro Wastewater Reclamation District

- Review Fee
- Inspection Fee
- System Development Fee

City of Lakewood/Jefferson County

- Right of Way Permit
- Review Fee
- Inspection Fee
- Grading Permit
- Building Permit

- **District Costs.**

Any Applicant requesting Water and/or Sewer Service from the District shall be responsible for the payment of all legal, engineering and administrative fees and costs associated with the Water and/or Sewer Service, including, but not limited to, the design, construction and review process from initiation of the project through completion of the project (District Costs).

Prior to incurring substantial District Costs, the District may require that the Applicant enter into an agreement concerning payment of District Costs, including, but not limited to, provisions for an advance deposit by the Applicant to be used by the District to cover District Costs.

If the District requires an advance deposit, the District will set the amount of the deposit, based on the reasonably anticipated District Costs. The District shall hold the deposit in a non-interest-bearing escrow account and account for the deposit separately, but shall not be required to maintain a separate bank account for the deposit. The deposit shall be retained by the District through the warranty period and applied against the last invoice rendered by the District for District Costs and such other costs as may be incurred by the District relating to the project (such as, for example, the cure of unfinished punch list items discovered on the last inspection, testing costs, or payment of maintenance or emergency response costs during the warranty period that are the responsibility of the Applicant).

The District shall have the right and authority to make disbursements from said escrow account at its sole discretion to cover the District Costs. Any balance remaining in the escrow account after the expiration of the warranty period shall be returned to the Developer without interest. If the initial deposit is exhausted before expiration of the warranty period, the Developer shall make a supplemental deposit to the escrow account in the amount to be determined by the District, in its reasonable discretion, to cover future costs and expenses resulting from the project. Failure to make such necessary supplemental deposits shall cause the District's work on the project to cease until the required deposits are made. The District's Manager, upon good cause shown to the District Manager's satisfaction, may reduce the amount of the initial deposit; however, the Applicant shall remain responsible for all District Costs related to the project.

If the District does not require an advance deposit, the Applicant will be billed by the District for the District Costs. If the Applicant does not timely make payment of such invoice District Costs the District may suspend all work on the project until such delinquent District Costs are paid in full and may at that time require an advance deposit to continue work on the project.

It is a condition of commencement of service to an Applicant, permitting a new water or sewer Tap to an Applicant, or continued service to an Applicant that any District Costs be paid in full.

The District shall have the right to assess any Applicant who is tardy in payment of the District Costs all legal, court and other costs necessary to or incidental to the collection of said account.

- **Change In Commercial Use and/or Square Footage: Change In Use Tap Fee, Increase Tap Size:**

Applicants are hereby put on notice that at least thirty (30) days prior to a change in the use of a Customer's commercial premises the Customer must provide information to the District concerning the change in use as required by the District's Rules and Regulations and at the reasonable request by the District Engineer. A change of use includes, but is not limited to the following:

- a change in square footage of a structure or irrigated area,
- a substantial change of water or wastewater use and wastewater strength,
- a change in the number or type of plumbing fixtures, or
- a change from a residential to commercial use or a change from commercial use to residential

Using the currently published edition of the AWWA (American Water Works Association) Manual of Water Supply Practices M22: Sizing Water Service Lines and Meters, or as otherwise described in the rules and regulations, the Customer shall calculate the water meter size and sewer capacity in EQRs (equivalent residential unit) needed for the Customer's premises and submit to the District Engineer for review and approval. If the water or sewer service capacity must be increased, and a tap application is made by the Customer, the Customer shall:

- Give notice and receive approval from Denver Water and/or Metro, if determined necessary, for the respective increase in demand on the system.
- Shall not change the grade over District Facilities or District Property without prior written approval from the District, and may be denied at the sole discretion of the District.
- Shall pay a change in use System Development Fee equal to the current System Development Fee of the District for the difference in capacity based on the increased water meter size or between the number of sewer EQRs previously used by the Customer and the new sewer EQRs for the premises.
- Shall pay to Denver Water the fees, rates or charges for the change in use in excess of those currently paid on the property.
- Shall pay to the District the District charges and Metro charges for the change in use in excess of those currently paid on the property.
- Shall, at Customer's expense, install the larger tap, meter, sewer service, and appurtenances to the premises as required by the District's Rules and Regulations.

If there is no change in either the required water or sewer supply capacity to the premises as determined by meter size or sewer EQRs, the District will not charge a change in use Tap Fee.

If the number of EQRs or capacity that are required for the premises is to be decreased it will not result in a refund or credit of any kind to the Customer

- **Reviewing Entities.**

Following is a list of possible reviewers:

Green Mountain Water & Sanitation District

Josh Stanley, District Manager
JStanley@greenmountainwater.org
13919 West Utah Avenue
Lakewood, CO 80228
303-985-1581
Fax 303-985-0680

City of Lakewood
Planning, Permits & Public Works
445 South Allison Parkway
Lakewood, CO 80226-7979
303-987-7500
Fax 303-987-7979

Metro Wastewater Reclamation District
6450 York Street
Denver, CO 80229
303-286-3000

West Metro Fire Protection District
Fire Marshall
9001 West Jewell Avenue
Lakewood, CO 80232
303-989-4307 x513
Fax 303-989-6725

Denver Water Board
1600 West 12th Avenue
Denver, CO 80254-0001
303-628-6108
Fax 303-628-6199

Jefferson County Department
Highway and Transportation
100 Jefferson County Parkway
Golden, CO 80419
303-271-8495
Fax 303-271-8490

The Applicant should contact the entities listed above to determine their project requirements before design.