

**COUNCIL POLICY NO. X-4**

**TITLE:** CONNECTION TO WATER AND/OR SEWER SERVICE OUTSIDE CITY LIMITS

**POLICY:** See attached

**REFERENCE:** Public Works Staff Report dated November 4, 2013, Agenda Item No. 3.3 (c)

## **X-4A ELIGIBILITY**

Properties outside city limits often have limited eligibility and special requirements for connecting to City water and sewer service. Properties within the City of Keizer or City of Turner are not subject to these requirements. Only those properties that meet the criteria below are eligible for City water and/or sewer service.

### **Properties Eligible for Water Service** (meets any one of the following)

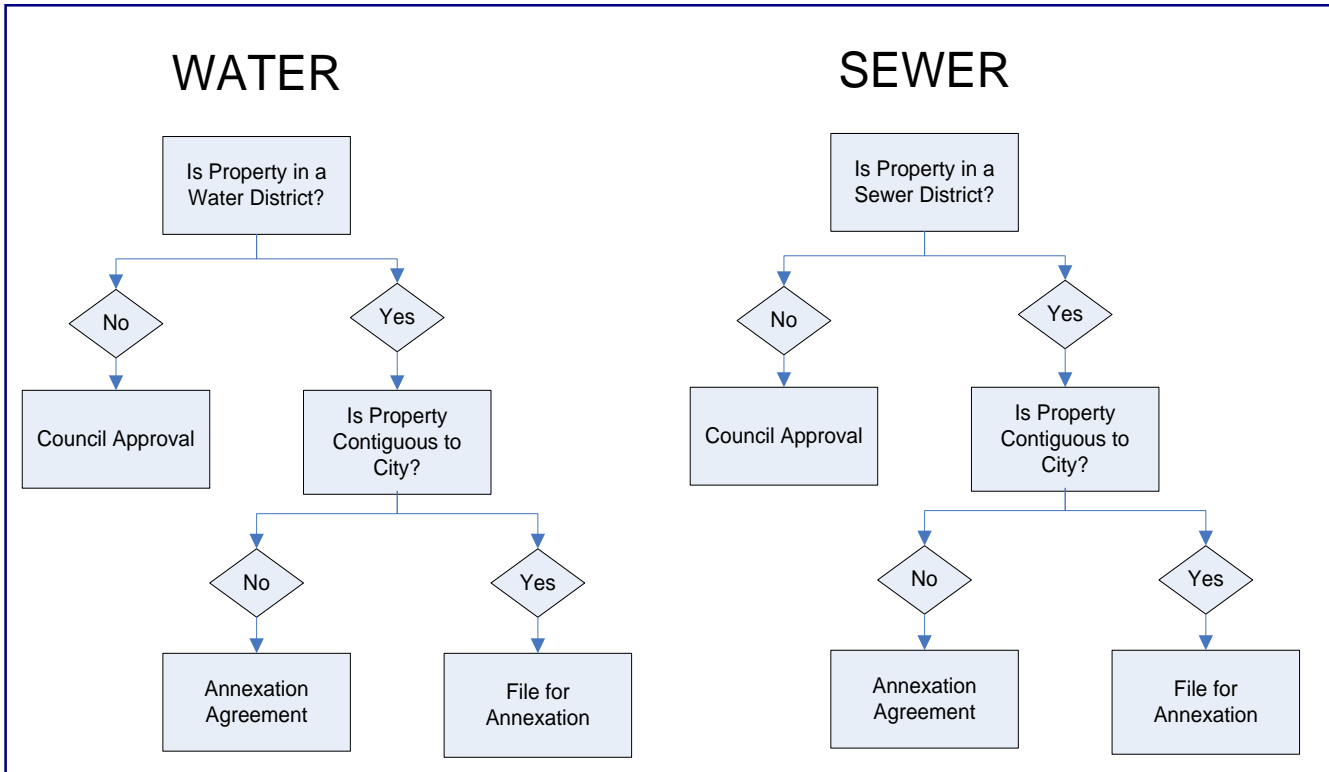
- Annexation petition has been approved at second reading of City Council
- Located within both a water and a sewer district
- Annexation contract signed prior to May 2000
- Connection is mandated by the State of Oregon
- Well has failed according to qualified testing agency
- A water health hazard exists according to local or state health officer
- The property is developed, contiguous to city limits, and a water main is available at the property line to serve the existing use

### **Properties Eligible for Sewer Service** (meets any one of the following)

- Annexation petition has been approved at second reading of City Council
- Annexation contract signed prior to May 2000
- Connection is mandated by the State of Oregon
- Located inside a sewer district
- Septic system has failed according to County sanitarian
- A sewer health hazard exists according to local or state health officer
- The property is developed, contiguous to city limits, and a sewer main is available at the property line to serve the existing use

## X-4 B CONDITIONS OF CONNECTION

If a property meets the eligibility criteria in Policy No. X-4A, the conditions of connection are specified in the flowchart and definitions below:



### Definitions:

#### Council Approval

Applicant submits letter to Public Works Director requesting service per *Salem Revised Code* (SRC) 72.220 (water) and/or SRC 73.030 (sewer). Connection is authorized upon approval by City Council and satisfaction of the following conditions:

- a. If property is not contiguous to city limits, applicant is required to record a complete annexation agreement prior to connection authorization.
- b. If property is contiguous to city limits, connection is authorized once applicant has filed for annexation and City Planning staff has determined annexation application is complete. In addition, the applicant must sign and record an annexation agreement to protect the City in the case of ownership changes. Voter-exempt annexation is allowed per SRC 165.050 if failed septic or health hazards exist.

File for Annexation

Applicant files a petition for annexation. Connection is authorized once City Planning staff determines annexation application is complete.

Annexation Agreement

Connection is authorized once the applicant records a complete annexation agreement.