

Town of Garner Policy & Procedure Statements



Policy Number	
Department	Planning Department
Subject	Water Sewer Allocation Policy
Approved By	Garner Town Council
Effective Date	April 21, 2015
Revision Date:	April 21, 2015

Purpose

In September 1990 the Town of Garner adopted its first Water/Sewer Allocation Policy. The purpose of that first policy was to “ensure to the user public that the available water / sewer capacity is properly utilized to increase the tax base of the Town of Garner according to the economic development goals outlined in the Town’s adopted Long Range Plan.”

Overview

Initially the Policy was designed to encourage non-residential growth as a means to improve the Town’s tax base ratio. Over time the ratio changed from 80/20 to 60/40 residential to non-residential tax base. Changes were made to the Policy in **1997 and 1999** to encourage more diversity in the housing stock (“increasing the inventory of units above \$200,000).” A major amendment to the Policy was made in **2000** (in anticipation of the utility merger with the city of Raleigh) which continued the goal of promoting the non-residential tax base growth, but also increasing capacity allocation for larger residential units. The change also provided a means to build a sewer capacity reserve that could be allocated to desirable projects that might occur in the future. In **2007** standards for non-residential uses were introduced. Projects that process water/sewer in excess of 10,000 gpd would only be considered if their tax base to water/sewer use is greater 1100:1, domestic flow was not limited. Minor procedural changes to the Policy were made in **2009 and 2013**. *A comprehensive rewrite of the Policy took place in 2015.*

Policy

This policy shall remain in effect until such time as amended by the Town Council.

RESIDENTIAL ALLOCATION

I. The following criteria will apply to residential development.

- A. *One Hundred Fifty thousand (150,000)* gallons of water/sewer capacity will be provided for residential allocation in January of each year.

- B. Based on typical usage of 250 gallons per unit, 150,000 gallons will be allocated for 600 houses per year with four hundred fifty (450) units per year assigned to Type II houses and one hundred fifty (150) units per year assigned to Type I houses.
- C. 50,000 gpd of additional capacity can be transferred to the current year allocation for each category if the original allocation has been exhausted during the course of the calendar year.

For example, if Type II annual capacity runs low (< 10,000 gpd) during the year an additional allocation of up to 50,000 gpd would be assigned to Type II. Transfers will be automatic for each category except transfers for Type I will be reviewed by the Public Works Committee first and then acted upon by the Town Council on a case by case basis.
- D. An annual report to the Town Council will be provided regarding the amount of water/sewer capacity allocated each year.
- E. Residential projects will be allocated water/sewer capacity based upon minimum house size and house amenity requirements or options.

II. The minimum requirements with regards to house size and house amenities to qualify for Type II water/sewer allocation are as follows.

- A. Each house must have at a minimum of 1800 sft. of heated floor space;
- B. Each house must have a two car garage, and screened porch/unheated sunroom, deck or concrete patio (120 sft. min.).
- C. Each House must be constructed of hardiplank, masonry (brick or stone) or vinyl siding (minimum gauge .045) on at least 80% of each side;
- D. Each house must have a masonry foundation with crawl space for at least 70% of the foundation area (not including the garage) or stem wall slab foundation with a minimum height of 12 inches with brick/stone veneer required.
- E. In some cases a house may not be able to meet all of the Type II amenity requirements. In those cases certain amenities may be deleted if the minimum heated square footage is increased according to the following schedule.

<u>Amenity</u>	<u>Additional heated sft. required</u>
Not all <u>hardiplank, masonry, or vinyl siding</u>	200 sft.

III. Projects that fail to meet any of the Type II requirements will be classified as Type I projects.

IV. Residential projects may use allocation from its size Type as well as any Type requiring less house size. As such, a Type II project can use Type II or Type I allocation, but a Type I project can only use allocation from Type I. A Type II project will first use any Type II allocation available prior to using Type I allocation.

V. Multi-family Projects

A. Multifamily projects involving individual ownership would be considered as residential projects and would be subject to the Type I, Type II requirements whichever applies.

B. Multifamily projects involving no more than 25 rental units (apartments) would be considered as residential projects and would be subject to the Type I, Type II requirements.

C. Rental projects larger than 25 units will be automatically granted water/sewer supply upon site plan approval based on availability from non-residential capacity. If the capacity is not used it goes back into the non-residential capacity pool.

VI. Water/Sewer capacity allocations for residential projects will be made over multiyear periods subject to the following restrictions for each size type category.

A. Allocation may be made up to 120 lot increments or less per year if available. If a project has at least two price points then up to 150 lots, in any combination, may be allocated per year, if available.

B. Allocation unused at year end will be added to the water/sewer allocation reserve if the reserve amount is less than 250,000 gallons. Any unused allocation above the 250,000 gallon reserve amount will be reassigned to reduce/eliminate allocation assigned from future years, starting with the most future year.

C. Future year allocation reduction will not be subject to the category type restrictions; however, in any given future year Type II paper allocations will be reduced/eliminated first.

VII. Senior Adult Housing Projects if: (all apply)

A. Owner(s) must be at least 50 years old (requirement to be included in HOA);

B. Owner Occupied (no rental);

- C. 100 unit minimum;
- D. 2000 sft Clubhouse with meeting rooms (2 min.), assembly room, bathroom facilities, and food warming/preparation/cleanup area;
- E. Recreation amenities (example: walking trails, pool, passive park, etc.) as required by the Town of Garner;
- F. All exterior areas (building surfaces, yards, common areas, etc.) to be maintained by HOA.
- G. Must meet Type II housing minimum requirements (with associated amenities) subject to the following:
 - 1,600 sft. heated floor space minimum with at least 1,200 sft. heated floor space on main floor *
 - Slab on grade allowed
 - Covered front porch (36 sft. min.) required
 - Two car garage required
 - No minimum lot size required
- * up to 25% of the units may have a heated floor space of between 1,500 square feet and 1,600 square feet with only a one car garage. The location of these units shall be clearly identified on the site plan.
- H. Unless specifically approved by the Council, water/sewer allocation for the first year would be granted under and subject to the normal water/sewer allocation policy. Allocation for future years may come from the Type I or Type II categories or from the reserve fund or a combination of both and will be as determined by the Council. In no case would the reserve fund be allowed to go below 150,000 gpd in order to provide allocation for residential projects.

VIII. Substantial Progress

Substantial progress must be made with each phase of development within a timely manner in order to qualify for the next year's sewer allocation. Failure to do so may result in the withdrawal of water/sewer allocation.

In cases where there have been no new building starts (actual construction) in a residential development for a period 18 consecutive months then the remaining allocation for future phases of the development is deemed to be forfeited unless the allocation of capacity for the development is extended by the Town Council.

NONRESIDENTIAL ALLOCATION

A principal purpose of this policy is to prevent one proposed user from obtaining a disproportionately large percentage of the capacity available in a given year, which would significantly limit other development. Other purposes of this policy are to enhance the continued diversification of development, rather than the dedication of a substantial portion of the Town's water or sewer capacity to one user, to the detriment of others and to the Town's commercial diversification goals.

Accordingly, it is the policy of the Town that water/sewer intensive (or "wet") non-residential uses be limited so that they will not have an adverse impact on the Town's water and wastewater supplies. For purposes of this policy, a "wet" user is defined as a user with a process flow of in excess of 10,000 gpd. The Town has investigated typical levels of sewer use by existing development within the Town. The Town's inventory of non-residential uses contains no large "wet" industry. Almost all existing users typically require less than 10,000 gpd. No existing user which has come on to the Garner (now Raleigh) system in the last approximately ten years with a process flow exceeding 10,000 gpd.

Process flow" and "domestic flow" are defined as follows:

- Process flow consists of those uses associated with manufacturing, finishing, processing, or cleaning a product, by-product or material. Non-contact cooling water shall also be considered as process flow.
- Domestic flow consists of those uses not defined as process flow and those uses associated with daily human activity, food preparation, personal cleaning operations (car washes, self-service laundries, etc.). Also, landscaping irrigation is considered to be domestic flow.

Therefore, it shall be the policy of the Town of Garner that:

- Process water/wastewater allocation will be limited to 10,000 gallons per day (gpd) per project.
- Domestic water/wastewater allocation will be based upon availability of that year's allocation. The Town Council may or may not elect to use capacity from the reserve fund to provide allocation for the project. If sufficient water/wastewater allocation is not made available to serve the project then the project will not be allowed to apply for site plan review.
- Projects that exceed 10,000 gpd of process usage but have a tax base to total water/wastewater usage ratio of 500:1, as defined by Garner's Economic Development Incentive Policy, may be considered for allocation by the Town Council. Consideration by the Town Council does not guarantee allocation or acceptance or approval of the proposed project.

IMPLEMENTATION

This policy will be used as a basis for staff to determine if water/sewer allocation is available for a prospective project. If some allocation is available in the current year, subject to the above listed criteria, then staff will allow the project to officially submit for site plan review. If there is no allocation available in the current year then the project will not be allowed to apply for Town plan review. New yearly water/sewer allocation will be made each January 2nd.

Projects will be allocated sewer on a first come, first served basis according to the Planning Department's monthly site/subdivision plan submittal deadline.

EXECUTION

Site plan or preliminary subdivision submittals are not to be accepted by the Town of Garner unless there is water/sewer allocation currently available to serve that project, it is important that projects that do receive an allocation proceed through the site plan approval process in a timely fashion. The current site/subdivision plan approval process requires approximately sixty days from the date the site plan is submittal to the date of Town Council approval. There may be occasional issues that result in an extended approval period, however these are rare and normally require the project to 'slide' only one plan review cycle (approximately 60 days).

A 150 day site plan submittal/approval process would provide for 60 additional days beyond this time period. So in order for a site/subdivision plan to retain water/sewer allocation it must receive approval within 150 days after the monthly plan submittal deadline of the month in which it was submitted. If the project fails to receive plan approval within this time period then the water/sewer allocation will be revoked and the site/subdivision plan package will be returned to the developer. The developer may submit and, if necessary, compete for water/sewer allocation during the next site plan review cycle.

If unique and unusual extenuating circumstances arise that keep the project from being approved within the 150 day time period, the Town Council, at their discretion may elect to extend that time period. The developer must request such a time extension prior to expiration of the 150 day period.

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