



DIVISION I - UTILITY EXTENSION POLICY

1.1 GENERAL

1.1.1 Declaration of Policy

The Town owns, operates and maintains Potable Water production, treatment and distribution, Wastewater collection, treatment, and disposal, and Irrigation Quality Water production, treatment and distribution systems which serve Customers within and without the Town throughout the SMRU Service Area. SMRU specifically reserves the right to fix and determine rates, charges, impact fees and contributions in aid of construction required for the provisions, consumption, operation, maintenance, extension and expansion of its Utility Services as provided in these RPPs and as authorized by law, and to amend the same from time to time. Each Customer is hereby notified that SMRU, in the exercise of its governmental responsibility to provide for the health, safety and welfare of all Users of its Utility Services, has the authority and responsibility to amend its schedules of rates, charges, impact fees and contributions in aid of construction from time to time to ensure the perpetuation of service.

1.1.2 Utility Permits

Prior to Potable Water, Wastewater and Irrigation Quality Water plan approval by SMRU and execution of Potable Water, Wastewater and Irrigation Quality Water main extension applications to state agencies by SMRU, the Property Owner shall be required to obtain a Utility Permit from SMRU. This Utility Permit shall be binding on the Property Owner, its successors, assigns and any other subsequent owner or User of the property, and incorporate the provisions of these RPPs and SMRU, as it pertains to the reservation of capacity; the installation of service facilities; the connection of Customer's installation with the facilities of SMRU ; the manner and method of payment of impact fees, contributions in aid of construction, fees, and charges; accrued guaranteed revenue provisions; standards of construction or specifications; regulations, policies, practices and procedures of SMRU; prohibitions against improper use of SMRU's facilities; and other matters normally associated with the provision of Utility Service. Utility Permits shall only apply to specific parcels of property and are not assignable or transferable in any manner to any other parcel of property. The acceptance of the Utility Permit and execution by Property Owner shall act to supersede all previous agreements or representations, either written or oral, between developer and SMRU with respect to the subject matter of the Utility Permit, which shall merge with the provisions of the Utility Permit. The Utility Permit shall constitute the full agreement between the Property Owner and SMRU. The Town Manager shall be authorized to issue Utility Permits in compliance with these RPPs, but may not deviate from the provision of these RPPs without the approval by Resolution of the Town Commission. No Property Owner or developer may rely upon a deviation from the provisions of these RPPs without a Resolution of the Town Commission approving the same. Property owners and developers may not rely upon oral or written statements from SMRU, SMRU staff, Town staff, consultants or utility operations staff that deviate from the provisions of this Policy.

1.1.3 Potable Water, Wastewater and Irrigation Quality Water Facility Installation

SMRU requires the installation of on-site and off-site Potable Water distribution, Wastewater collection and Irrigation Quality Water distribution facilities by a Property Owner or developer, with title to such facilities being transferred to SMRU when the installation has been completed and accepted.

1.1.4 Off-site Facilities

A Property Owner may be required to construct or improve, at its sole expense, certain off-site Potable Water, Wastewater and Irrigation Quality Water facilities, or all, if necessary, in order to connect Property Owner's on-site facilities to SMRU's existing Potable Water, Wastewater and Irrigation Quality Water systems. All provisions of this policy pertaining to specifications, plans, permits, transfers, approvals and warranties shall also be applicable to all off-site Potable Water, Wastewater and Irrigation Quality Water facilities construction.

1.1.5 Oversized Facilities

If the off-site facilities and on-site facilities can be reasonably expected to serve other areas than those of the Property Owner, the Town may require that they be oversized, extended or constructed (collectively "oversized facilities") in such a manner to facilitate and enable service to be provided to additional areas. The Town shall enter into a refund agreement with the Property Owner that may provide for reimbursement/refund to the Property Owner from all connections to the oversized facilities within the areas benefiting from the oversizing as determined by the Director. A refund agreement shall be limited to a term not to exceed seven (7) years and shall allocate the cost of the oversizing pro rata per ERC among the estimated potential connections within the benefited area. The Town does not guarantee that sufficient connections will occur within the benefited areas during the term of the refund agreement. Any reimbursement/refund amount remaining at the end of the term of a Refund Agreement will lapse. The Director shall prepare per ERC allocation costs based upon the estimated difference in the cost of construction of oversized facilities and those facilities which the Property Owner would otherwise have required for its own use. Each new connection within the benefited area will be required to pay the Town a per-ERC allocated cost for the oversized facilities in addition to the required connection charges and AGRF. In lieu of a refund agreement, and in special circumstances approved by the Town Commission, the Town may provide the New User with a credit for the amount of the oversizing cost differential against that portion of the Town's connection charges due the Town from the Property Owner related to oversized facilities.

1.1.6 On-site Facilities

Each Property Owner shall be responsible for the design, installation, inspection, and testing of the complete Potable Water distribution, Wastewater collection and Irrigation Quality Water distribution systems located in the streets adjoining or within the boundaries of the Property Owner's property. The term "complete Potable Water distribution, Wastewater collection and Irrigation Quality Water distribution systems" shall include all component parts of a Potable Water distribution system, including water mains, valves, fittings, services, hydrants, and all appurtenances as shown upon the approved design of such Potable Water distribution system and all the component parts of the Wastewater collection system including all collection mains, laterals to the point of cleanout within right-of-way or easement, force mains, lift or pumping stations including the site for same and all other appurtenances as shown on the approved design for the installation of such Wastewater collection systems and all Irrigation Quality Water distribution systems component parts. To insure the ability of SMRU to provide efficient and effective Utility Service to the development, a developer shall be required to extend On-site Facilities along the full length of the road frontages and boundaries of the Property Owner's property.

All Property Owners within the SMRU Service Area must abide by the Martin County Wellfield protection Ordinance as amended from time to time, as a condition precedent and continuing condition to receipt of Utility Service from SMRU.

1.1.7 System Design

SMRU shall only recognize the design of complete Potable Water distribution, Wastewater collection and Irrigation Quality Water distribution systems facilities prepared by a professional engineer registered in the State of Florida regularly engaged in the field of civil or environmental engineering, covering the design of the Property Owner's on-site and off-site Potable Water distribution, Wastewater collection and Irrigation Quality Water system. Each such design shall be fully subject to the review and approval of SMRU and shall conform in all respects to SMRU criteria set forth in these RPPs or otherwise as approved by Resolution of the Town Commission.

1.1.8 Special Assessments

From time to time the Town has certain special assessment ordinances which may be applicable for financing of a Property Owner's impact fee and infrastructure obligations under these RPPs. Each Property Owner should check with the Town for applicability.

1.1.9 Advance Infrastructure Agreements

Property Owner(s) of a proposed development that is anticipated to require SMRU Potable Water, Wastewater or Irrigation Quality Water service may submit a request to SMRU to enter into an Advance Infrastructure Agreement (AIA) prior to the Property Owner(s) entering into an Utility Permit, to provide for the advance design, construction and turn-over of Off-Site Facilities necessary to provide utility service to the proposed development to SMRU. An AIA request is voluntary and subject to approval of SMRU in its sole discretion. An AIA, if approved, does not constitute a reservation of utility capacity for the proposed development, does not obviate the necessity for the Property Owner(s) to enter into Utility Permit, and does not guaranty that SMRU will subsequently enter into Utility Permit for the proposed project. Property Owner(s) that enter into an AIA assume the risk that utility capacity will be available at such time as the Property Owner(s) subsequently request to enter into a Utility Permit.

Property Owner(s) requesting an AIA acknowledge that entering into an AIA may not be used to evidence utility service availability to the proposed development for purposes of any growth management concurrence, development plan approvals, or land use or zoning applications for the proposed development. The execution of an AIA does not preclude SMRU from requiring additional Off-Site or On-Site Facilities for the proposed development at the time of entering into Utility Permit. If approved by SMRU, the use of an AIA may allow phasing of reservation of capacity for a proposed development while accommodating utility infrastructure requirements for the total proposed development. All applicable terms and conditions of the RPPs remain applicable to an AIA. All appropriate fees are to be paid before execution of the AIA by SMRU. An AIA will be recorded by SMRU against the proposed development.

AIA's are not binding on SMRU until executed by SMRU. Property Owners may not rely upon any oral or written communications from SMRU regarding utility capacity or terms of service except those set forth in an executed AIA. SMRU will not execute an AIA until all payments required to be paid at execution of an AIA under the provisions of RPPs have been submitted to SMRU. Payments due upon submission of an AIA must clear into the SMRU's bank account as a condition to SMRU's performance of its obligations under an AIA.

An AIA runs with the Property described therein, may only be used for utility service to the Property, and may only be assigned to subsequent owners of said Property upon consent of SMRU. No assignments will be considered by SMRU until an estimated administrative review fee is paid to SMRU. The Property Owner shall reimburse SMRU for all costs incurred by SMRU to prepare and

process an Assignment. No assignments will be approved by SMRU until a final administrative review fee and all past due fees and charges are paid. The assignment of an AIA shall not extend the term of the original AIA. Without exception, no Property Owner may assign or transfer an AIA without approval or acknowledgement of SMRU as set forth above. SMRU shall not recognize any assignment or transfer in violation of this prohibition and shall not be bound or obligated to provide utility service to any assignee or transferee of such an assignment or transfer.

1.2 UTILITY CAPACITY RESERVATION PROCESS

The following capacity reservation process does not apply to a Property Owner with a single family residence or duplex on less than 0.5 acres for which water and wastewater lines run along the boundaries of the property and no extension of lines or installation of a lift station is required. Such Property Owners may make application for service by completing a water/wastewater service application and paying all applicable fees and charges related to receipt of Utility Service. A summary flow chart of the utility capacity reservation process may be found on the SMRU website (the provisions of these RPPs shall control over any conflict with the summary flow chart).

1.2.1 Pre-Reservation of Capacity Procedures

Prior to a Property Owner reserving SMRU System capacity for a project, a Property Owner may request a non-binding status letter from SMRU as to the then existing available capacity in the SMRU System, by submitting the information required in Section 1.2.2(A). Such status letter shall not constitute a reservation of capacity or otherwise bind SMRU to provide service to a Property Owner's property. The Director shall prepare the status letter, which shall set forth the then existing available capacity of SMRU's utility system and the then availability of Potable Water, IQ Water and Wastewater lines within the area of proposed development, which are subject to change without notice. There shall be no charge to a Property Owner for issuance of a status letter. Status letters represent a snapshot of a particular moment in time and may not be relied upon as a commitment as to future capacity at such time as a Property Owner may wish to reserve capacity or connect to the utility system.

In order to begin the process to reserve capacity in SMRU's utility system, the Property Owner must submit the information required in Section 1.2.2(A), and pay a Pre-Reservation Fee for the level of capacity that the Property Owner will be submitting to the applicable governmental agency for land use/zoning/building permit approval, or that the Property Owner wishes to convert from a well and/or septic tank system. The Pre-Reservation Fee is non-refundable, but may be credited to Property Owner's account, without interest, in accordance with the procedures below. Upon receipt of the Pre-Reservation Fee, SMRU will review and begin to process the Property Owner's request.

At the time of payment of the Pre-Reservation Fee, no capacity will be reserved, but SMRU will issue a Conditional Commitment Letter to Property Owner which shall state that upon timely receipt of the required approvals from SMRU and Property Owner's election to go forward with the development pursuant to the requirements set forth in General/Procedures to Reserve Capacity, below, and to the extent capacity remains available at such time, execution of a Utility Permit, capacity will be reserved by SMRU. The Conditional Commitment Letter is effective for twelve (12) months. Before the expiration of the twelve (12) months, the Property Owner shall either: (a) elect to go forward and enter into a Utility Permit; or (b) secure a twelve (12) month extension if the Property Owner has not yet obtained required project approvals, based upon the determination of the Director, in his or her sole discretion, that a good faith effort has been made by the Property Owner to secure project approval for the development, that capacity remains available, and as long as the Property Owner continues a diligent effort to obtain the required approvals. In order to secure such extension, the Property Owner will be required to pay a second, one (1) year full AGRF, which is also non-

refundable, but may be credited to Property Owner's account, without interest, in accordance with terms applicable to the original twelve (12) month Commitment Letter. SMRU will not review the Property Owner's development plans or review any FDEP permit applications until payment of a plan review fee is received by SMRU.

1.2.2 General/Procedures to Reserve Capacity

Upon the election of the Property Owner to go forward with obtaining Utility Service, the following procedures will be utilized by SMRU to establish a capacity reservation in SMRU's utility system through the use of a Utility Permit.

A. The Property Owner making application shall submit to SMRU:

1. The completed Developer's Questionnaire. See SMRU website for Questionnaire.
2. A legal survey of the subject property (8 ½ x 11 in size). Individual single family residences may provide a copy of their deed that has a legible legal description of the property.
3. A copy of the existing or proposed site plan indicating building locations, proposed construction, etc.
4. A letter from the fee-simple title holder of the property authorizing SMRU to work with the inquiring party to develop a Utility Permit for the Property Owner if the inquiring party is not the fee-simple title holder. Payment of all fees and charges required to be paid at the time of application. No action will be taken unless each of these items have been received and approved by the Director.

B. A Utility Permit will be required if any one (1) of the following conditions exists:

1. Construction of Potable Water and/or Wastewater improvements requires the issuance of County/State regulatory permits.
2. SMRU requires ingress/egress to the site. Typically, this will be the case if On-site Potable Water or Wastewater facilities are to be dedicated to SMRU, or if the Property Owner's property provides the only reasonable access to SMRU's facilities.
3. SMRU requires Off-site facilities to be constructed to extend service to the Property Owner's property.
4. A Commitment Letter has been previously issued to the Property Owner.
5. Any property requiring site plan approval from Martin County.

C. The Director will respond to the Property Owner indicating whether a Utility Permit is required and the estimated administrative plan review, inspection, and Connection Fees based on the Property Owner's submittal. No plan review will be initiated until a plan review fee is paid to SMRU. If a Utility Permit is not needed, then the procedures in Subsection G and H will not apply. Connection fees are also non-refundable.

D. Property owner's Engineer-of-Record (EOR) shall submit to SMRU preliminary drawings, FDEP, County and HRS permit applications, etc. for review in accordance with SMRU's Construction Standards and Specifications.

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Property Owner(s) requesting an AIA acknowledge that entering into an AIA may not be used to evidence utility service availability to the proposed development for purposes of any growth management concurrence, development plan approvals, or land use or zoning applications for the proposed development. The execution of an AIA does not preclude SMRU from requiring additional Off-Site or On-Site Facilities for the proposed development at the time of entering into Utility Permit. If approved by SMRU, the use of an AIA may allow phasing of reservation of capacity for a proposed development while accommodating utility infrastructure requirements for the total proposed development. All applicable terms and conditions of the RPPs remain applicable to an AIA. All appropriate fees are to be paid before execution of the AIA by SMRU. An AIA will be recorded by SMRU against the proposed development.

AIA's are not binding on SMRU until executed by SMRU. Property Owners may not rely upon any oral or written communications from SMRU regarding utility capacity or terms of service except those set forth in an executed AIA. SMRU will not execute an AIA until all payments required to be paid at execution of an AIA under the provisions of RPPs have been submitted to SMRU. Payments due upon submission of an AIA must clear into the SMRU's bank account as a condition to SMRU's performance of its obligations under an AIA.

An AIA runs with the Property described therein, may only be used for utility service to the Property, and may only be assigned to subsequent owners of said Property upon consent of SMRU. No assignments will be considered by SMRU until an estimated administrative review fee is paid to SMRU. The Property Owner shall reimburse SMRU for all costs incurred by SMRU to prepare and

process an Assignment. No assignments will be approved by SMRU until a final administrative review fee and all past due fees and charges are paid. The assignment of an AIA shall not extend the term of the original AIA. Without exception, no Property Owner may assign or transfer an AIA without approval or acknowledgement of SMRU as set forth above. SMRU shall not recognize any assignment or transfer in violation of this prohibition and shall not be bound or obligated to provide utility service to any assignee or transferee of such an assignment or transfer.

1.2 UTILITY CAPACITY RESERVATION PROCESS

The following capacity reservation process does not apply to a Property Owner with a single family residence or duplex on less than 0.5 acres for which water and wastewater lines run along the boundaries of the property and no extension of lines or installation of a lift station is required. Such Property Owners may make application for service by completing a water/wastewater service application and paying all applicable fees and charges related to receipt of Utility Service. A summary flow chart of the utility capacity reservation process may be found on the SMRU website (the provisions of these RPPs shall control over any conflict with the summary flow chart).

1.2.1 Pre-Reservation of Capacity Procedures

Prior to a Property Owner reserving SMRU System capacity for a project, a Property Owner may request a non-binding status letter from SMRU as to the then existing available capacity in the SMRU System, by submitting the information required in Section 1.2.2(A). Such status letter shall not constitute a reservation of capacity or otherwise bind SMRU to provide service to a Property Owner's property. The Director shall prepare the status letter, which shall set forth the then existing available capacity of SMRU's utility system and the then availability of Potable Water, IQ Water and Wastewater lines within the area of proposed development, which are subject to change without notice. There shall be no charge to a Property Owner for issuance of a status letter. Status letters represent a snapshot of a particular moment in time and may not be relied upon as a commitment as to future capacity at such time as a Property Owner may wish to reserve capacity or connect to the utility system.

In order to begin the process to reserve capacity in SMRU's utility system, the Property Owner must submit the information required in Section 1.2.2(A), and pay a Pre-Reservation Fee for the level of capacity that the Property Owner will be submitting to the applicable governmental agency for land use/zoning/building permit approval, or that the Property Owner wishes to convert from a well and/or septic tank system. The Pre-Reservation Fee is non-refundable, but may be credited to Property Owner's account, without interest, in accordance with the procedures below. Upon receipt of the Pre-Reservation Fee, SMRU will review and begin to process the Property Owner's request.

At the time of payment of the Pre-Reservation Fee, no capacity will be reserved, but SMRU will issue a Conditional Commitment Letter to Property Owner which shall state that upon timely receipt of the required approvals from SMRU and Property Owner's election to go forward with the development pursuant to the requirements set forth in General/Procedures to Reserve Capacity, below, and to the extent capacity remains available at such time, execution of a Utility Permit, capacity will be reserved by SMRU. The Conditional Commitment Letter is effective for twelve (12) months. Before the expiration of the twelve (12) months, the Property Owner shall either: (a) elect to go forward and enter into a Utility Permit; or (b) secure a twelve (12) month extension if the Property Owner has not yet obtained required project approvals, based upon the determination of the Director, in his or her sole discretion, that a good faith effort has been made by the Property Owner to secure project approval for the development, that capacity remains available, and as long as the Property Owner continues a diligent effort to obtain the required approvals. In order to secure such extension, the Property Owner will be required to pay a second, one (1) year full AGRF, which is also non-

refundable, but may be credited to Property Owner's account, without interest, in accordance with terms applicable to the original twelve (12) month Commitment Letter. SMRU will not review the Property Owner's development plans or review any FDEP permit applications until payment of a plan review fee is received by SMRU.

1.2.2 General/Procedures to Reserve Capacity

Upon the election of the Property Owner to go forward with obtaining Utility Service, the following procedures will be utilized by SMRU to establish a capacity reservation in SMRU's utility system through the use of a Utility Permit.

A. The Property Owner making application shall submit to SMRU:

1. The completed Developer's Questionnaire. See SMRU website for Questionnaire.
2. A legal survey of the subject property (8 ½ x 11 in size). Individual single family residences may provide a copy of their deed that has a legible legal description of the property.
3. A copy of the existing or proposed site plan indicating building locations, proposed construction, etc.
4. A letter from the fee-simple title holder of the property authorizing SMRU to work with the inquiring party to develop a Utility Permit for the Property Owner if the inquiring party is not the fee-simple title holder. Payment of all fees and charges required to be paid at the time of application. No action will be taken unless each of these items have been received and approved by the Director.

B. A Utility Permit will be required if any one (1) of the following conditions exists:

1. Construction of Potable Water and/or Wastewater improvements requires the issuance of County/State regulatory permits.
2. SMRU requires ingress/egress to the site. Typically, this will be the case if On-site Potable Water or Wastewater facilities are to be dedicated to SMRU, or if the Property Owner's property provides the only reasonable access to SMRU's facilities.
3. SMRU requires Off-site facilities to be constructed to extend service to the Property Owner's property.
4. A Commitment Letter has been previously issued to the Property Owner.
5. Any property requiring site plan approval from Martin County.

C. The Director will respond to the Property Owner indicating whether a Utility Permit is required and the estimated administrative plan review, inspection, and Connection Fees based on the Property Owner's submittal. No plan review will be initiated until a plan review fee is paid to SMRU. If a Utility Permit is not needed, then the procedures in Subsection G and H will not apply. Connection fees are also non-refundable.

D. Property owner's Engineer-of-Record (EOR) shall submit to SMRU preliminary drawings, FDEP, County and HRS permit applications, etc. for review in accordance with SMRU's Construction Standards and Specifications.

- E. After completion of the plan review process, the EOR for the Property Owner must prepare final plans and shall make a final submittal, which will include signed and sealed engineering drawings, etc. as directed by SMRU for approval.
- F. SMRU will draw up its standard Utility Permit and other appropriate documents and forward to Property Owner for signature.
- G. To proceed further, the Property Owner must timely and properly execute and return the Utility Permit with the payment of applicable fees and charges.
- H. SMRU will not release plans for permitting by other agencies until the EOR has made the final submittal, and all appropriate fees and charges have been received. Refer to the Rate Tariff on the SMRU website.
- I. In addition to the fees and charges that must be paid prior to issuance of the Utility Permit, the Property Owner must pay the prevailing administrative review and plan review fees to SMRU before the pre-construction conference is held.
- J. Prior to scheduling a preconstruction meeting for the project, the contractor shall submit to SMRU, through the EOR for his or her approval, those documents specified in SMRU's prevailing Construction Standards and Specifications.
- K. Property owner/EOR shall then set up a preconstruction meeting with EOR, utility contractor, appropriate SMRU inspectors, the Director, and all other utilities involved in the project at SMRU's offices. No construction of Potable Water, Wastewater, or Irrigation Quality Water facilities is allowed prior to the pre-construction meeting. After the preconstruction meeting, the utility contractor must obtain a Notice to Proceed from SMRU, prior to the commencement of any utility construction.
- L. After the utility contractor receives the Notice to Proceed, the utility contractor shall provide SMRU with a project schedule, and notify the Director and SMRU inspectors a minimum of forty-eight (48) hours prior to commencement of construction of any Potable Water, Wastewater, or Irrigation Quality Water. All construction activities must comply with SMRU's prevailing Construction Standards and Specifications.
- M. Upon completion of construction and prior to the installation of the first Potable Water meter, EOR and/or Property Owner shall submit the following documents, as appropriate, to SMRU. All easements granted to SMRU shall be on SMRU's standard easement form (see sample on the SMRU website) and must be accompanied with title insurance acceptable to SMRU, an indemnity agreement (if required by SMRU), a Bill of Sale, a Release from the Health Department, Record Drawings which must be in SMRU standard format, and any other documents required by SMRU.
- N. Once SMRU has approved all required submittal documents, and SMRU has received copies of releases for Potable Water, Wastewater and Irrigation Quality Water facilities from appropriate regulatory agencies, the utility contractor may apply to SMRU for Potable Water meters, Irrigation Quality Water meters, and inspections of Wastewater lateral tie-ins. The balance of connection fees (if any), AGRF, meter charge, and backflow preventer charge must be paid at this time in accordance with SMRU's Rate Tariff. If Property Owner has previously paid SMRU a portion of its required AGRF in conjunction with the issuance or renewal of a Commitment

Letter, SMRU will credit the Property Owner with all AGRF amounts previously paid for the project, without interest. No permanent meters will be set until all outstanding SMRU requirements have been completed.

- O. After connection of a property, SMRU may field verify from time to time the size and type of unit/business based on capacity reserved and connection charges paid. If changes in use have been made which indicate that additional connection charges should be assessed, SMRU will invoice the Property Owner for payment of said charges.

1.2.3 Plan Submittal Checklist

SMRU will retain two (2) sets of all submittals. It is the Applicant's responsibility to provide sufficient copies to allow for further processing of documents after they have been returned by SMRU. Refer to SMRU website for the current Approved Products List.

All engineering drawings shall be submitted on 24" x 36" size sheets, along with a legible pdf file, and shall include the following at a minimum:

1.2.3.1 General:

Plans must be signed and sealed by a State of Florida Registered Professional Engineer:

- A. Engineering plans must be based on a recent site survey. The vertical datum must be identified.
- B. All existing underground utilities, including Potable Water, Wastewater, Irrigation Quality Water, storm drainage, gas, electric, cable, etc, must be shown on the plans, based on recent information from utility companies, including size, material and depth.
- C. All proposed utilities must be shown and clearly marked on the plans, including size, material, depth and potential utility conflicts with minimum separations and minimum cover labeled.
- D. All pertinent SMRU construction details and notes must be included in the plan set.
- E. All dimensions of Right of Way widths and all existing and proposed easements must be shown and labeled. A Developer's Questionnaire must be completed and submitted to SMRU Customer Service.
- F. Additional permits that may apply to the project must be obtained by Property Owner prior to issuance of the Utility Permit:
 - ⌘ Town of Jupiter Island Building Permit
 - ⌘ Martin County Building Permit
 - ⌘ Martin County Right of Way Permit
 - ⌘ FDOT Right of Way or Utility Connection Permit
 - ⌘ Health Department Permit
 - ⌘ FDEP Permit
 - ⌘ SFWMD Permit

1.2.3.2 Potable Water

Plan set submittal must include:

- A. Include concurrency management calculations estimating the projected Potable Water demand for the project. Include both domestic and irrigation projected demands.
- B. Include fire flow calculations based on a recent fire flow test. Fire hydrants must provide adequate coverage at a maximum of 500' intervals.
- C. A 10' utility easement must be centered on all proposed Potable Water distribution system extensions to serve the project. This does not include service lines on the customer side of the meter.
- D. Show the size and location of any existing meters on site.

1.2.3.3 Wastewater

Plan set submittal must include:

- A. Include concurrency management calculations estimating the projected Wastewater demand for the project.
- B. Include a profile view of all Wastewater gravity system extensions and show and label all conflicts.
- C. A 10' utility easement must be centered on all proposed Wastewater collection system extensions to serve the project. This does not include gravity lines and manholes that discharge into the lift station connecting to the SMRU WWS.
- D. All proposed lift stations that are to be dedicated to SMRU shall lie within a proposed Utility Easement, and shall meet all prevailing SMRU lift station standards.
- E. Submit lift station calculations based on recent force main tie in pressures.
- F. Show all Rim and Invert elevations for all Wastewater structures, including clean outs.
- G. Call out the proposed slope of all gravity mains and service lines.
- H. Include grease trap calculations if applicable.

1.2.4 New Construction/ Expansion Projects Not Requiring a Utility Permit

1.2.4.1. All new construction, reconstruction and expansion projects located within the SMRU Service Area that do not meet the conditions listed in section 1.2.2 of these RPPs shall be reviewed by SMRU as follows:

- A. Projects requiring a Town Building Permit shall be reviewed by SMRU through the Development Review Committee process. Projects must adhere to the Plan Submittal Checklist guidelines listed in section 1.2.3 of these RPPs. A Town Building Permit will not be issued prior to SMRU approval.
- B. Projects not requiring a Town of Jupiter Island Building Permit that meet the following conditions must submit a completed Developer's Questionnaire, a recent property survey, and a proposed site plan to SMRU for review:
 - 1. Construction or demolition and reconstruction of a residence.
 - 2. Expansion of a dwelling unit by 750 sf or greater.
 - 3. Any construction project resulting in an additional Potable Water or Wastewater connection to SMRU facilities.

4. Projects that may require the relocation of existing SMRU Potable Water, Wastewater or Irrigation Quality Water system facilities.

1.2.4.2. For projects with existing SMRU Potable Water meters that meet the requirements and/ or conditions of section 1.2.4.1 above, SMRU reserves the right to require the Property Owner to upsize their meter as determined by the flow calculations outlined in Section 1.2.5 of these RPPs at the Property Owner's expense.

1.2.5 ERC Calculations

In order to establish the Connection Fee associated with the Utility Permit or for Customers not needing a Utility Permit, the number of equivalent residential connection (ERCs) associated with the Property Owner request for Utility Service must first be determined. The Connection Fee is based on the number of ERCs established by SMRU for the property.

ERC's are calculated based on the anticipated Potable Water flow characteristics for the property. The anticipated property Potable Water flow is divided by two hundred fifty (250) gallons per day of domestic Potable Water usage (or one (1) ERC, which is the anticipated usage for a typical single family residence), and for Irrigation Water usage are divided by three hundred fifty (350) gallons per day (or one (1) ERC based on typical Irrigation Water use for one residence), with ERCs rounded to the next highest number. Wastewater ERCs shall be equal to Potable Water ERCs. The minimum number of ERCs for any property, regardless of flow calculation, will be one (1) ERC. In the event of a Wastewater only service application, the Director shall determine the number of Wastewater ERCs based on estimated Potable Water flow used by the Property that is estimated to return to the Wastewater system.

SMRU will determine the size of the Potable Water meter and Irrigation Quality Water meter appropriate to the property and its proposed usage, and may change such meter sizes from time to time based on observed changes in water usage.

Multi-family connections are classified as residential dwelling units that are one (1) of several units that share one (1) or more common walls and are master metered. Multiple dwelling units that share a common parcel and master-metered mobile home parks are considered Multi-family connections.

Property Owners shall submit proposed Potable Water flow calculations (and Wastewater flows for general service, governmental, mixed-use master meter, commercial or industrial properties), signed and sealed by the EOR, in addition to all documents required by SMRU under this Policy, and shall include system size determinations for projected Potable Water demand and Irrigation Water demand (and Wastewater demand as applicable), to be reviewed for approval by the Director.

SMRU may periodically review actual usage at a property to determine whether there has been a material change in utility demand or characteristic of use versus the originally submitted flow calculations. In the event of such material change, SMRU may require the payment of connection fees from the Customer for the additional demand on the SMRU System. For single family residences, no additional connection fees will be required for normal fluctuations in usage, but may be required if new construction or renovation adds additional dwellings, buildings, units, kitchens, bathrooms or other uses not anticipated in the original application for Utility Service.

Irrigation demand is to be determined using the following equation:

$$\begin{aligned}
 & \text{Irrigation Demand (gpd)} \\
 &= \frac{\text{Landscaping area (acres)} \times 32 \text{ inches/year} \times 1 \text{ year}}{365 \text{ days/year}} \\
 &\quad \times 27,152 \text{ gpd/acre} \cdot \text{in}
 \end{aligned}$$

General service, commercial, industrial, mixed-use, master meter and governmental classifications must determine the number of ERC's associated with the property based upon unit flows calculated under 64E-6.008, F.A.C., System Size Determinations, as amended from time to time. The following table contains the current average daily flows under Rule 64E-6.008, F.A.C. , as amended from time to time. These unit flows are to be multiplied by the average number of days in a month (30.4 days/month) to determine an average monthly demand. This average monthly demand is converted to an equivalent number of ERCs, as defined above, to determine the associated Connection Fee.

1.2.6 SMRU Estimate Water and Sewer Flows

Reference Rule 64E-6.008, F.A.C.

TABLE I
For System Design
ESTIMATED SEWAGE FLOWS

TYPE OF ESTABLISHMENT	GALLONS PER DAY
COMMERCIAL:	
Airports, bus terminals, train stations, port & dock facilities, Bathroom waste only	
(a) Per passenger	4
(b) Add per employee per 8 hour shift	15
Barber & beauty shops per service chair	75
Bowling alley bathroom waste only per lane	50
Country club	
(a) Per resident	100
(b) Add per member or patron	25
(c) Add per employee per 8 hour shift	15
Doctor and Dentist offices	
(a) Per practitioner	250
(b) Add per employee per 8 hour shift	15
Factories, exclusive of industrial wastes gallons per employee per 8 hour shift	
(a) No showers provided	15
(b) Showers provided	25
Flea Market open 3 or less days per week	
(a) Per non-food service vendor space	15
(b) Add per food service establishment using single service articles only per 100 square feet of floor space	50
(c) Per limited food service establishment	25
(d) For flea markets open more than 3 days per week estimated flows shall be doubled	
Food operations	40