

CITY OF ALPEAN, MICHIGAN
STANDARD OPERATING POLICY

SUBJECT: Guidelines for Large Water (Over 2”) and
Sewer (Over 6”) Service Tops

SOP No. 9

Date Issued: January 16, 1992

Effective Date: January 16, 1992

Copies to: Mayor, Council Members, City Attorney, and Affected Department Heads and Supervisors

STATEMENT OF POLICY:

A. Water Distribution System Taps

The minimum tap fee for any water tap over 2 inches shall be the cost of a 2 inch water service as indicated in the City’s Comprehensive Fee Schedule as adopted by the City Council. This fee is meant to cover the cost of the meter and serves as a charge to buy into the existing system. The tap and permit fee, as indicated in the City’s Comprehensive Fee Schedule as adopted by the City Council, must be paid prior to any installation. In addition to the minimum tap fee, the time, materials and overhead costs for the installation must be covered by the customer. The costs can be recovered in either of the following ways:

1. After paying the tap and permit fee, the customer is allowed to enlist the services of a qualified plumbing contractor to perform the installation to the City’s specifications. The customer is responsible for the cost of the installation, and restoration of the site to its pre-excavation condition.

The City or the City’s agent will provide an inspector for the duration of the installation at the expense of the customer. Compaction testing is also required at the expense of the customer.

2. After paying the tap and permit fee, the City or the City’s agent will review the installation site, and provide an estimate of the expected costs. The customer will be expected to pay these costs, and the City or the City’s agent will conduct the actual installation and inspections.

B. Sewer Tap

Any sewer tap over 6” will require a tap fee and permit fee for a 6” sewer service, as indicated in the City’s Comprehensive Fee Schedule as adopted by the City Council, to be paid prior to any installation. Either of the two installation cost recovery methods identified above can be used.

Peter Parker
City Manager