CHAPTER 3 – TAP TERMINATIONS

3.1 Tap Termination

All connections to PWSA public facilities (sanitary sewers, combination sewers, storm sewers, and water mains) owned by the PWSA, which are abandoned, proposed to be abandoned, or otherwise not in use or service, must be terminated at the connection to the PWSA owned facilities per PWSA details, specifications, and/or standards at the property owner or developer's expense including but not limited to restoration of public and private streets, sidewalks, utilities, or paving and landscaping.

3.1.1 Termination Application Form

If terminating a water or sewer tap is the only proposed change and no new taps are proposed, then the applicant must complete Form TERM–Termination Permit. The Termination Permit provides the PWSA with information such as the service address of the customer, the type of tap(s), and method(s) of termination. A sample of the permit can be found in Appendix D. Tap termination drawings are required when the applicant proposes to terminate **two** or more taps or the termination involves more than two lots. PWSA reserves the right to determine when and where a tap termination plan(s) will need to be submitted.

One single family residence can submit an 8 ½" x 11" plot plan drawn to scale noting tap termination location(s), complete with related details. All others must submit as noted below (unless otherwise directed). A Termination Permit must be completed as per PWSA regulations and fees paid for all terminations before the work can proceed. The applicant shall obtain the permit from the PWSA permit counter by calling (412) 255-2443. All applicants must complete and sign page one of the permit. If no termination drawings are required, then the applicant will pay the termination fee to the PWSA permit counter staff before commencing the termination work. Upon request, the PWSA permit counter staff will provide the applicant with the appropriate standard PWSA details for terminations. Forms and details are also available in the appendices of this manual.

3.1.2 Termination Drawings

If termination 24" x 36" drawings are required, then the applicant will also be required to complete and sign page two of the permit form. Upon request, the PWSA permit counter staff will provide the applicant with the appropriate standard PWSA details for terminations. Sewer termination details can also be found in Appendix E and water termination details can be found in Appendix G. The applicable standard details must be shown on the applicant's drawings. The

applicant should also note on the drawing any existing account number(s) and/or meter number(s). Once the drawings are complete, the applicant must submit the drawings and both pages of the application to the PWSA permit counter. If the PWSA approves the drawings and permit, then the applicant will pay the termination fee(s) before the work can proceed.

3.1.3 Termination Procedure

PWSA must field verify the termination of the existing connection(s). **The applicant shall notify PWSA three working days in advance of the proposed termination date. A PWSA inspector must be on site during the termination procedure and witness said terminations(s) and pipe zone backfilling.** Notification point of contact is the PWSA Sewer/Service Section at (412) 231-0891 or (412) 231-0892. Removal of existing private portions of abandoned or unused sewer laterals and/or abandoned or unused private water service lines is the responsibility of the property owner. Absent the written agreement of the PWSA to the contrary, should the PWSA be required to remove a property owner's abandoned sewer lateral(s) and/or abandoned or unused water service lines, the total PWSA cost of that removal shall invoice and/or lien said property. In the case of water service lines for fire or domestic use, once the service is terminated, the applicant shall return the meter and remote reading device to PWSA and provide PWSA with said meter and account numbers and the service address(es).

If the applicant proposes to terminate a sanitary or storm sewer connection using trenchless technology, then the applicant must conduct closed-circuit televised video (CCTV) inspections of the public sewer before and after the termination(s). Copies of the videos and related report information must be submitted to the PWSA. All CCTV inspection must be compatible with PWSA electronic media and adhere to current PWSA standards.