
PROCEDURES MANUAL FOR DEVELOPERS

CHAPTER 3 – TAP TERMINATIONS

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CHAPTER 3 – TAP TERMINATIONS

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. This includes but is not limited to restoration of public and private streets, sidewalks, utilities, or paving and landscaping or demolition of structures. For a water service that is located but not in use, the developer has the option of termination or installing a meter.

3.1 Tap Termination Permit 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– Tap Termination Permit Form. The Tap Termination Permit Form 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 form 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 Form must be completed as per PWSA regulations and fees paid for all terminations before the work can proceed. All applicants must sign page one of the Form. 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 available in the appendices of this manual or online at www.pgh2o.com/developer-manual.

3.2 Termination Drawings

If termination drawings are required, then the applicant will be required to complete the termination drawing checklist and sign page one 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 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 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 Form to the PWSA permit counter. If the PWSA approves the drawings and Form, then the applicant will pay the termination fee(s) before the work can proceed.

3.3 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 addresses. Failure to return meter and account number/service address will have developer subject to continued billing on accounts.

Note: Please be advised there could be ferrule charges billed for unremoved taps.

3.3.1 Trenchless Technology

If the applicant proposes to terminate a sanitary or storm sewer connection using trenchless technology, then the applicant must submit shop drawings and calculations for method to be used and conduct NASSCO certified 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.

