

RESOLUTION REVISING THE
WATER SERVICE DISCONNECTIONS
BUILDING DEMOLITIONS
POLICY

Resolution No. 90-47-15


WHEREAS, the Water Service Disconnections Building Demolitions Policy was adopted by the City of Fort Wayne Board of Public Works in 1977;

WHEREAS, it is necessary to rewrite the Water Service Disconnections Building Demolitions Policy in order to provide direction and guidance on issues that have evolved over the past 25 years which directly affect the Fort Wayne Water Utility's distribution system;

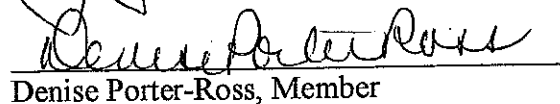
NOW THEREFORE, be it resolved by the Board of Public Works for the City of Fort Wayne, Indiana, that the Water Service Disconnection Building Demolitions Policy of the Fort Wayne Water Utility be replaced with the attached document.

This Resolution shall become effective on Feb. 12th, 2003.

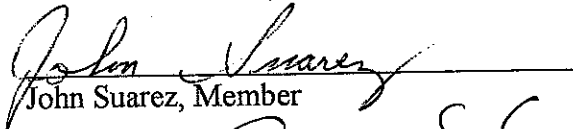
Board of Public Works




Greg Meszaros, Chair



Denise Porter-Ross, Member

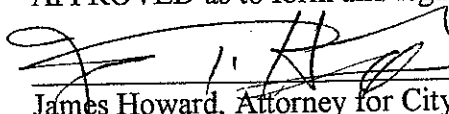


John Suarez, Member

ATTEST: 

Carolyn S. Newport, Clerk

APPROVED as to form and legality:



James Howard, Attorney for City Utilities and
The Board of Public Works

POLICY AND PROCEDURE FOR
WATER SERVICE DISCONNECTIONS
BUILDING DEMOLITIONS

Demolition of residential and/or commercial buildings as a result of condemnation of structures or the redevelopment of areas, change of use, or increased demand for water supply, necessitates the establishment of a policy and procedure to disconnect water service connections and/or water service pipes, as appropriate, in a reasonable and proper manner. Failure to make such disconnection may result in unwanted leakage from the water mains and the loss of potable water, unnecessary saturation of localized ground areas with water, and/or the potential of contamination of the distribution system of the Fort Wayne Water Utility. Therefore, the following policy and procedure is hereby adopted:

I. DEFINITIONS:

CORPORATION STOP or TAP is a fitting owned by the Utility and inserted in the distribution main to which the service pipe is attached.

CURB STOP is a fitting inserted in the service pipe near the curb or main for turning on an shutting off water at the premises supplied.

DISTRIBUTION MAIN is a pipe owned by the Utility, located in a street, easement, road, right-of-way and/or alley, and used to deliver finished water.

PREMISES (OR PROPERTY) is a dwelling, building or structure or parcel of real estate which is normally supplied through a separate pipe and meter installation.

TWO-ON-ONE SERVICE is a water service that has one tap in the water main and one pipe leading to one curb stop from which two or more customers receive service.

UTILITY is the Fort Wayne Water Utility, a department within the division of City Utilities of the City of Fort Wayne, Indiana, having its principal office at One E. Main Street, City-County Building, Fort Wayne, Indiana, and engaged in furnishing the public water supply in the City of Fort Wayne and its environs.

WATER SERVICE CONNECTION is that portion of pipe, $\frac{3}{4}$ " through 2" in size, situated between and including the tap and the curb stop, which is installed by City Utilities or a contractor and maintained by City Utilities after the expiration of any applicable maintenance bond.

WATER SERVICE VALVE is a tap into the distribution main for services 3” and larger in size.

II. POLICY STATEMENT:

- A. A water service connection or water service valve no longer required for usage due to known redevelopment of land areas or individual properties, for a property where no known use has been established, or due to change of use and/or increased demand, shall be disconnected from the water distribution main supplying it and shall be abandoned in accordance with the disconnection procedures established hereafter. The expense for disconnection and abandonment shall be borne by the property owner and/or developer of the property served by such service connection(s).
- B. Maintenance of water service connections, including all fittings and piping between the distribution main and the curb stop, once initially installed by the Utility or a by a contractor whose maintenance bond has passed its expiration date, will be maintained in a usable condition by and at the expense of the Utility. The Utility will maintain such water service connections in accordance with the Fort Wayne Water Utility General Rules and Regulations, approved and adopted by the City of Fort Wayne Board of Public Works. Such maintenance will be accomplished by repairing or replacing faulty fittings or piping, reasonably at the same location and same size as when originally installed, except for service connections that may be damaged.

In cases where the service connection is damaged, the party responsible for the damage shall be required to reimburse the Utility for the cost of repairs to such damage.

If a property owner or developer elects to change the location of the service connection or service valve, such person or firm shall be required to pay the cost to install the new water service connection or valve at the desired new location, and shall be required to pay the cost for the Utility to abandon the existing water service connection or water service valve, as outlined in Item II A, above.

III. DISCONNECTION PROCEDURES FOR THE ABANDONMENT OF WATER SERVICE CONNECTIONS:

- A. Disconnection Specifications/Requirements – When buildings are to be demolished, the instituting department, agency, commission or other governmental body, or property owner, or developer shall include in its specifications and conditions the requirement that all water service connections shall be permanently disconnected at the distribution main by the Utility.
- B. The cost to permanently disconnect a water service connection or valve at the distribution main is herein established as the price of a new ¾” short service installation in accordance with the Water Utility’s current non-recurring charges rate schedule, along with any applicable right of way permits needed, as established by the Board of Public Works. Said cost includes material, labor and equipment hours needed to perform the disconnection. This established cost shall be paid to the Utility’s New Water and Sewer Permit office prior to the abandonment of the water service connection or valve being performed.
- C. The Utility’s Water Maintenance and Service Department shall perform the permanent disconnection of the water service within thirty (30) days from the date payment for this service is received.

Prior to the permanent disconnection of the water service, Water Maintenance and Service will determine whether or not the water service connection to be abandoned is a “two-on-one” service. If a water service connection serves more than one structure, Water Maintenance and Service shall leave the service connection intact for any other structure not being demolished and served by the same service connection. The service line branch feeding the structure to be demolished shall be permanently cut and capped by Water Maintenance and Service, or by a private contractor, on the property where the structure is to be razed, without interruption of service to the remaining structures being served by the same water service connection.

- D. When emergency demolition is ordered by the City of Fort Wayne’s Department of Neighborhood Code Enforcement, the Utility’s Water Maintenance and Service Department shall, upon notification of said emergency demolition, abandon the water service connection at the distribution main within ten (10) working days from the date of notification.

Neighborhood Code Enforcement shall be billed for the permanent disconnection of a water service connection by the Utility’s General Accounting Department, in accordance with the cost set forth in Item III B, above.

