

Appendix E  
TOWN OF BELLINGHAM  
CRPCD SEWER CAPACITY ALLOCATION PROCEDURE  
January 2011

Revisions accepted on the 3rd day of January, 2011, by a majority of the Board of Selectmen.

- I. All properties that have been assessed a sewer betterment related to a Town sewer project and have not connected to the Town sewer on the date of this revision shall be given six months from the date of notice to connect to the town sewer. The notice will be via regular mail. After six months the capacity reserved for these properties will be made available and allocated as noted in below. Up to two six month extensions shall be granted by the DPW Director upon written request from the property owner, provided however such request is received prior to the expiration of said six-month period.
- II. If not connected within six months, as aforesaid, property owners seeking to receive CRPCD Sewer Capacity must complete the "CRPCD Sewer Capacity Allocation Application" form.
- III. CRPCD Sewer Capacity Allocation Application Review and Approval:
  - A. Existing Residential Properties will be reviewed by the DPW Director and shall be approved by the DPW Director without vote of the Board of Selectmen if there is adequate remaining capacity and if said connection is technically feasible.
  - B. Proposed (New Construction) Residential Properties will be initially reviewed by the DPW Director.
    1. Individual Single Family Homes or Duplex Homes in areas where Town sewers are installed within the roads on which said homes are to be located, the connection shall be approved by the DPW Director without vote of the Board of Selectmen if there is adequate remaining capacity and if said connection is technically feasible.
    2. All Others (Subdivisions, Apartments, Multi-family, Condominium, and Single Family Homes) in areas that are not presently served by sewer, will be reviewed by the DPW Director and the request forwarded to the Board of Selectmen for a vote with a recommendation. The criteria used to evaluate such requests shall include but not be limited to: (i) impact to available capacity (ii) protection of water resources; (iii) low impact development and smart growth standards; (iv) consistency with targeted areas under the Comprehensive Water Resource Management Plan (CWRMP); and (v) consistency with Town master plan, housing plan and other delineated planning goals.
  - C. Existing & Proposed Non-Residential Properties will be reviewed by the DPW Director and the request forwarded to the Board of Selectmen for a vote with a recommendation. The criteria used to evaluate such requests shall include but not be limited to: (i) impact to available capacity (ii) protection of water resources; (iii) low impact development and smart growth standards; (iv) consistency with targeted areas under the CWRMP; and (v) consistency with Town master plan, housing plan and other delineated planning goals.

- IV. In exercising their discretion hereunder, the Selectmen may approve, reject or partially approve any request for allocation. The Selectmen may also impose reasonable conditions upon any allocation of capacity.
- V. All properties granted CRPCD capacity by the DPW Director or Selectmen under the provisions of Paragraph III hereof must connect to the sewer within six months of the date of the Selectmen's vote. Up to two six month extensions can be granted by the DPW Director if request for extensions are received in writing prior to the end of the connection period.
- VI. The Privilege Fee for sewer CRPCD capacity allocated after November 30, 2010 shall be \$1.00 per gallon per day for capacity allocated. One half of the building(s)'s Title 5 septic design daily flow shall be considered as the allocated capacity for calculation of the Privilege Fee. No Privilege Fee is required for any property that was assessed a sewer betterment or sewer connection fee related to a Town sewer project.
- VII. Any property owner that has paid a Privilege Fee and fails to connect to the Town sewer within 18 months of the allocation of capacity (*initial 6 months with two extensions*) shall forfeit the Privilege Fee and rights to allocated capacity.
- VIII. Applicants that are allocated CRPCD capacity are in no way released of any other State or Bellingham regulation or requirement applicable to connecting to the public sewer. Nor shall anything herein be construed as governing the process for obtaining a sewer extension permit.