



TAHOE CITY PUBLIC UTILITY DISTRICT Water Service Disconnection and Abandonment Check List

Discontinuance of Water Service

Any District residential, commercial, industrial or public use water service may be temporarily or permanently disconnected upon written request from the Owner. The Owner (or Designated Representative) shall apply for and obtain a permit from the Tahoe City Public Utility District (District) prior to the work being done. This does not include seasonal shut downs, but addresses construction, demolition or permanent abandonment. Such disconnection is subject to the discretion of the District. The Owner must pay fees according to Exhibit 10.01.

When the sewer service to said parcel is to be either temporarily or permanently abandoned, the water service shall also be disconnected either completely or in a way that will not put the water service at risk from the demolition of a structure or structures on the property.

Temporary use of the water service for construction use or irrigation may be allowed if the water service is properly isolated and protected with a District-approved backflow prevention assembly. This will be determined in plan review prior to service disconnection. The water supplier, if other than the District, must be notified prior to the demolition of any structures on the property, and their requirements must be satisfied.

For inspections, please call the District's Technical Services Division at [530-580-6281](tel:530-580-6281). Prior to doing any digging, please call USA North at 1-800-227-2600 at least 2 working days (48 hours) in advance.

Water Service Temporary Abandonment:

In order to temporarily abandon an existing residential, commercial, industrial or public use water service, you will need to obtain a demolition permit and pay fees. A seal cap deposit shall also be charged per Section 10.02.5 and Exhibit 10.01. This deposit may be forfeited if the seal cap is tampered with, or is removed without District approval.

Temporary Abandonment of Existing Water Service:

1. Submit plans for review and apply for a Demolition Permit. A Demolition Permit will be issued upon a successful plan review and payment of fees.
2. If temporary use of the water service (typically for irrigation or construction water uses) has been approved by the District, you will need to shut off the water service at the meter or at the District curb stop. Excavate the service line and install a District-approved backflow prevention assembly prior to attaching any District-approved appurtenances such as a frost-free yard hydrant and/or irrigation controller(s).
3. A certified Backflow Prevention Assembly General Tester must test the backflow device prior to the use of any appurtenances. In this case, the appurtenance(s) connected shall act as the end of the line seal cap. A minimum of 2 feet of line must be removed between the appurtenances and the abandoned house service line. A concrete thrust block may be required on the end cap or end appurtenance. **Please note that the backflow test must be successfully completed by a certified Backflow Prevention Assembly General Tester and submitted to the District before the District's Demolition Permit will be signed off.**

TAHOE CITY PUBLIC UTILITY DISTRICT

Water Service Disconnection and Abandonment Check List

4. If you are not going to use the water service temporarily (for irrigation or construction water uses), you will need to shut off the water service at the customer valve or a location approved by the District. Excavate the service line and cut out and remove a minimum of 2 feet of water pipe. This cut will need to be located within 2 feet of the existing customer shut-off valve, unless otherwise stipulated in the permit. Both ends of the line must be capped. A concrete thrust block shall be installed at the disconnection point, unless it can be proven that the pipe and fitting are sufficiently restrained.
5. Call the District to witness the installation of the cap(s) or plug(s) provided by the contractor. A District Inspector shall then witness the installation of the concrete thrust block, if required.
6. A redwood 2"x 2" stake or a 1" pvc pipe painted yellow shall be placed next to, but not on top of, the seal cap and extend vertically at least 4" above surface level where practical. Do **not** place the stake or pipe in the thrust blocks.
7. Then backfill the excavation in accordance with District Ordinance 263.

Restoration of Service:

1. When the temporarily abandoned water service is ready to be placed back into service, excavate and expose the abandoned section of the water service, leaving both caps/plugs on the pipe. **Do not remove the caps/plugs.**
2. Call the District's Technical Services Division to schedule an appointment for a District inspector to inspect the plugs/caps. After this inspection you may then remove the caps, and install a new section of pipe in accordance with District Ordinance 263.
3. If a meter and/or meter boxes were not installed as part of the original installation, they must be installed at the time of restoration, per current District standards.
4. Call the District's Technical Services Division to schedule an inspection of the meter, trench and a pressure test of the line and meter assembly, prior to backfill.
5. Water and sewer service to the parcel may be restored upon the successful completion of the above inspections. District sewer service restoration procedures must be followed. See *Sewer Service Abandonment Checklist*.
6. Upon successful completion of the trench and pressure test, your seal cap deposit will be refunded.

TAHOE CITY PUBLIC UTILITY DISTRICT
Water Service Disconnection and Abandonment Check List

Water Service Permanent Abandonment:

1. Submit plans for review and apply for a Demolition Permit. A Demolition Permit will be issued upon a successful plan review and payment of fees.
2. The District's Utilities Department will provide a cost estimate for the Permanent Abandonment of the water service, at the water main. Such estimate shall include, but not be limited to; permitting, excavation, materials, equipment, labor, re-surfacing, traffic control, etc. (On occasion, the District may permanently abandon a water service at another location, due to extenuating conditions, as determined on a case-by-case basis.)
 - a. If the lot has been deeded to the California Tahoe Conservancy or the United States Forest Service, or is part of a parcel combination or condemnation process, or for other similar situations as determined by the District, the water service shall be abandoned at the main.
3. This estimate shall be provided to the Owner (or Designated Representative). The Owner (or District Representative) shall then pay the District a deposit in the amount of this estimate.
4. The District's Utilities Department will then perform all work associated with the Permanent Abandonment of the water service. See the attached detail, W-XX "Permanent Water Service Abandonment."
5. Any remaining balance of the deposit will be refunded to the Owner (or Designated Representative). Should the cost of work performed exceed the amount of the deposit, the Owner will be billed for the balance due.