

TOWN OF ROCKFORD
ORDINANCE 25-07 SEWER RULES AND REQUIREMENTS

**AN ORDINANCE OF THE TOWN OF ROCKFORD, WASHINGTON, ADOPTING
RULES AND REQUIREMENTS FOR CUSTOMERS OF THE TOWN'S SEWER
AND WATER UTILITIES, AMENDING THE TIME LIMIT OF BUILDING
PERMITS AND SEWER CONNECTIONS, AND OTHER MATTERS PROPERLY
RELATED THERETO.**

NOW THEREFORE, be it ordained by the Town Council of the Town of Rockford, in the State of Washington, as follows:

SECTION 1: **AMENDMENT** “Sec 13.28.370 Time Limit” of the Rockford Municipal Code is hereby *amended* as follows:

B E F O R E A M E N D M E N T

Sec 13.28.370 Time Limit

- (a) Upon receipt of a permit, except for a mobile (manufactured) home, substantial construction of the structure must start within one year of the issuance of the permit.
- (b) If substantial construction has not started within a year, re-application is required. Such re-application shall be accompanied by a fee established by resolution of the Town Council. Re-application must be submitted in writing by the applicant at least ten days prior to expiration of the original period.
- (c) A mobile (manufactured) home installation permit will be valid for a period of 180 days from the date of issuance and shall be issued for the location of the specific mobile (manufactured) home on a specific lot or mobile (manufactured) home space. Location of a different mobile (manufactured) home in the same location or of the same mobile (manufactured) home in a different location shall require a new permit and fee to be paid by the applicant.
- (d) Failure to meet the conditions of the installation permit within the 180-day period shall require re-application. Such re-application shall be accompanied by a fee established by resolution of the Town Council. Re-application must be submitted in writing by the applicant at least ten days prior to expiration of the original period.

(Ord. No. 19-03, § 6.2.07, 9-4-2019)

A F T E R A M E N D M E N T

Sec 13.28.370 Time Limit

- (a) Upon receipt of a permit, except for a mobile (manufactured) home, substantial construction of the structure must start within ~~one~~two years of the issuance of the

permit.

- (b) If substantial construction has not started within ~~two~~^a years, re-application is required. Such re-application shall be accompanied by a fee established by resolution of the Town Council. Re-application must be submitted in writing by the applicant at least ten days prior to expiration of the original period.
- (c) A mobile (manufactured) home installation permit will be valid for a period of 180 days from the date of issuance and shall be issued for the location of the specific mobile (manufactured) home on a specific lot or mobile (manufactured) home space. Location of a different mobile (manufactured) home in the same location or of the same mobile (manufactured) home in a different location shall require a new permit and fee to be paid by the applicant.
- (d) Failure to meet the conditions of the installation permit within the 180-day period shall require re-application. Such re-application shall be accompanied by a fee established by resolution of the Town Council. Re-application must be submitted in writing by the applicant at least ten days prior to expiration of the original period.

(Ord. No. 19-03, § 6.2.07, 9-4-2019)

SECTION 2: **AMENDMENT** “Sec 12.16.190 Prerequisites To Sewer Access” of the Rockford Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

Sec 12.16.190 Prerequisites To Sewer Access

No sewer shall be accessed by any property to be served until all the connection requirements have been satisfied and all charges incurred have been paid in full.

(Ord. No. 19-06, § 5(i), 12-4-2019)

AFTER AMENDMENT

Sec 12.16.190 Prerequisites To Sewer Access

No sewer shall be accessed by any property to be served until all the connection-~~re~~ requirements have been satisfied and all charges incurred have been paid in full.

(Ord. No. 19-06, § 5(i), 12-4-2019)

SECTION 3: **AMENDMENT** “Sec 12.16.150 Property Owners' Or Developers' Responsibility” of the Rockford Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

Sec 12.16.150 Property Owners' Or Developers' Responsibility

Property owners or developers shall be legally and financially responsible for installation, maintenance and operation of service lines connected to the Town's mains and any other expenses directly or indirectly related to the installation and connection of the Town's sewer system.

(Ord. No. 19-06, § 5(e), 12-4-2019)

AFTER AMENDMENT

Sec 12.16.150 Property Owners' Or Developers' Responsibility

(a) Property owners or developers shall be legally and financially responsible for installation, maintenance and operation of service lines connected to the Town's mains and any other expenses directly or indirectly related to the installation and connection of the Town's sewer system.

(b) No person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof, or engage in the construction of a side sewer, either on private property or within public rights-of-way, without first obtaining a written side sewer permit from Town Hall.

(c) Any new sewer connection must be tied to a specific parcel or property address when the sewer connection is purchased. Only one sewer connection per parcel or property address can be purchased, unless the building permit associated with the sewer connection requires multiple connections (ex. multi-family, commercial).

(e) Any new sewer connection must be purchased in conjunction with a building permit, both of which expire two years after the date of approval as described in [RMC 13.28](#). This requirement shall not apply to any residence served by a private septic system where they property owner is obligated to connect to the Town's sewer system as described in [RMC 12.16](#).

(Ord. No. 19-06, § 5(e), 12-4-2019)

SECTION 4: AMENDMENT “Sec 12.12.320 Connection Responsibilities, Fees” of the Rockford Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

Sec 12.12.320 Connection Responsibilities, Fees

- (a) All property owners shall be financially and legally responsible for extending water mains from the Town's existing mains to their property if necessary. All work, including engineering, must meet Town specifications and approval of Town Council. Any new development of the system that requires additional booster pumps shall be done at the landowner's cost and shall meet all the Town requirements for construction and inspection. Completed and compliant additional booster pumps shall be transferred to the Town for ownership and maintenance. The Town does not maintain booster pumps on personal property.
- (b) All sums collected pursuant to this section shall be held within a separate fund and shall be used only for capital improvement to the Town's water system unless this section shall be amended by ordinance duly passed by the Town Council.
- (c) The Town shall not be obligated to perform any work or share in any water expenses, unless so required by law; however, the Town may contract with owners or developers for water system improvements to the extent authorized by law.
- (d) Upon installation, any water system improvements on Town property shall become property of the Town, and part of the Town's system, and the Town shall be responsible for maintenance and operation of the mains.
- (e) Property owners or developers shall be legally and financially responsible for installation, maintenance and operation of service lines connected to the Town's mains and any other expenses directly or indirectly related to the installation and connection of the Town's water system.
- (f) The Town shall not be obligated or required to issue a residential building permit or certificate of occupancy until the property owner or developer has made adequate provision for extension of the water to the property. The property owner or developer shall provide the following:
 - (1) The specific existing main line and the exact location thereon to which the person requesting service shall connect to.
 - (2) A map indicating the exact location of the water lines and all other equipment installed and connected to the Town's system. The map shall reference the type of materials used, the size of all materials, as well as an exact location of the water lines and where it connects to the existing Town's lines, including the approximate depth of the lines.
- (g) Any water lines installed on any property owned by the Town shall immediately become the property of the Town upon completion and acceptance by the Town, and the Town shall be required to maintain the same.
- (h) Any water line installed upon any private property within the Town shall be maintained by the owner of that property.
- (i) No water shall be turned on or provided to any property to be served until all of the connection regulations have been satisfied and all charges incurred have been paid in full.
- (j) Water connection fees may be adjusted from time to time by resolution of the Town Council.
- (k) After water service lines have been installed and inspected, the Town shall be responsible for repairs and replacement of service lines from the main tap to the meter or property line, whichever is closer to the main. The property owner shall be

responsible for all repairs from the meter or property line and all other pipes on the premises.

- (l) On preexisting installed water service lines the Town shall be responsible for repairs or replacement of service lines to the meter or property line, whichever is closer to the main.
- (m) All meters are property of the Town. The Town shall service or replace meters as they are needed at the expense of the Town except when meters are damaged by the service user, including, but not limited to, failure to insulate meter boxes from freezing and failure to maintain appropriate protection for the meter. In those cases, the service user shall be liable for all costs associated with the repair or replacement of the meter.
- (n) The Town may move a meter located inside a building to the property line for ease of maintenance or reading at its sole cost and expense unless it is for the lack of compliance by the owner.
- (o) If a homeowner requests a meter moved from inside the home to an outside location, it shall be done at the homeowner's expense.
- (p) All new meters shall be installed at the property line and shall use standard boxes, setters, fittings, and meters pre-approved by the Town and in compliance with any public works standards of the Town.
- (q) It is the property owner's duty to keep meter boxes clear of obstructions prior to meter readings. Failure to do so shall require the Town to remove obstructions at the homeowner's expense. This fee shall be determined by resolution of the Town and provided on the Town fee schedule.

(Ord. No. 17-02, § 10, 4-5-2017)

AFTER AMENDMENT

Sec 12.12.320 Connection Responsibilities, Fees

- (a) No person shall uncover, make any connections with or opening into, use, alter, or disturb any public water or appurtenance thereof, or engage in the construction of a water service line, either on private property or within public rights-of-way, without first obtaining a written water service line permit from Town Hall.
- (b) All property owners shall be financially and legally responsible for extending water mains from the Town's existing mains to their property if necessary. All work, including engineering, must meet Town specifications and approval of Town Council. Any new development of the system that requires additional booster pumps shall be done at the landowner's cost and shall meet all the Town requirements for construction and inspection. Completed and compliant additional booster pumps shall be transferred to the Town for ownership and maintenance. The Town does not maintain booster pumps on personal property.
- (c) All sums collected pursuant to this section shall be held within a separate fund and shall be used only for capital improvement to the Town's water system unless this section shall be amended by ordinance duly passed by the Town Council.
- (d) The Town shall not be obligated to perform any work or share in any water expenses,

unless so required by law; however, the Town may contract with owners or developers for water system improvements to the extent authorized by law.

- (e) Upon installation, any water system improvements on Town property shall become property of the Town, and part of the Town's system, and the Town shall be responsible for maintenance and operation of the mains.
- (f) Property owners or developers shall be legally and financially responsible for installation, maintenance and operation of service lines connected to the Town's mains and any other expenses directly or indirectly related to the installation and connection of the Town's water system.
- (g) The Town shall not be obligated or required to issue a residential building permit or certificate of occupancy until the property owner or developer has made adequate provision for extension of the water to the property. The property owner or developer shall provide the following:
 - (1) The specific existing main line and the exact location thereon to which the person requesting service shall connect to.
 - (2) A map indicating the exact location of the water lines and all other equipment installed and connected to the Town's system. The map shall reference the type of materials used, the size of all materials, as well as an exact location of the water lines and where it connects to the existing Town's lines, including the approximate depth of the lines.
- (h) Any water lines installed on any property owned by the Town shall immediately become the property of the Town upon completion and acceptance by the Town, and the Town shall be required to maintain the same.
- (i) Any water line installed upon any private property within the Town shall be maintained by the owner of that property.
- (j) No water shall be turned on or provided to any property to be served until all of the connection regulations have been satisfied and all charges incurred have been paid in full.
- (k) Water connection fees may be adjusted from time to time by resolution of the Town Council.
- (l) After water service lines have been installed and inspected, the Town shall be responsible for repairs and replacement of service lines from the main tap to the meter or property line, whichever is closer to the main. The property owner shall be responsible for all repairs from the meter or property line and all other pipes on the premises.
- (m) On preexisting installed water service lines the Town shall be responsible for repairs or replacement of service lines to the meter or property line, whichever is closer to the main.
- (n) All meters are property of the Town. The Town shall service or replace meters as they are needed at the expense of the Town except when meters are damaged by the service user, including, but not limited to, failure to insulate meter boxes from freezing and failure to maintain appropriate protection for the meter. In those cases, the service user shall be liable for all costs associated with the repair or replacement of the meter.
- (o) The Town may move a meter located inside a building to the property line for ease of maintenance or reading at its sole cost and expense unless it is for the lack of

compliance by the owner.

- (p) If a homeowner requests a meter moved from inside the home to an outside location, it shall be done at the homeowner's expense.
- (q) All new meters shall be installed at the property line and shall use standard boxes, setters, fittings, and meters pre-approved by the Town and in compliance with any public works standards of the Town.
- (r) It is the property owner's duty to keep meter boxes clear of obstructions prior to meter readings. Failure to do so shall require the Town to remove obstructions at the homeowner's expense. This fee shall be determined by resolution of the Town and provided on the Town fee schedule.

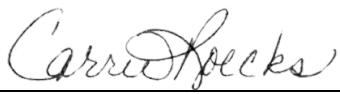
(Ord. No. 17-02, § 10, 4-5-2017)

PASSED AND ADOPTED BY THE TOWN OF ROCKFORD TOWN COUNCIL
NOVEMBER 19, 2025.

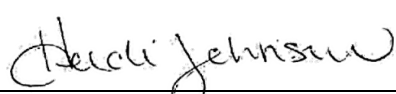
	AYE	NAY	ABSENT	ABSTAIN
Councilmember Tim Fricke	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Councilmember Micki Harnois	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Councilmember Walt Whitman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Councilmember Clint Stevenson	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Councilmember Kevin Willms	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

Presiding Officer

Attest



Carrie Roecks, Mayor, Town of
Rockford



Heidi Johnson, Clerk/Treasurer,,
Town of Rockford