

**CITY OF LIVE OAK POLICY
FOR PROVIDING WATER AND SEWER SERVICE
OUTSIDE THE CORPORATE LIMITS**
(Council Approval 10/09, Revised & Council Approved 2/11)

I. Declaration of Policy

The City of Live Oak owns, operates and maintains the potable water plant and sanitary sewerage collection and disposal system, including the necessary fixtures, plants, facilities and other apparatus appurtenant to and a part of such sewer system.

In order to maintain, replace, expand and improve these systems for the purpose of preserving the public health and safety of the citizens and inhabitants of unincorporated areas, and to ensure the continued supply of the essential services provided by the facilities of said water or sewerage system, it is necessary and essential that the city establish charges for and regulate the system as hereinafter provided.

As used in this Policy, the following words, terms and abbreviations shall have the meanings described herein:

Applicant means the person, organization or corporation who signs an application form requesting sewer service be made available at a specific location and thereby agrees to pay for all such services at that location.

City The word "City" shall mean the City of Live Oak, Florida.

Consumer means the person or persons who actually receive and utilize water service at a specific location and/or who contribute, cause or permit the contribution of wastewater into the city sewer system.

Developer shall mean any person engaged in the business of making improvements to or subdividing real property to which sewer services to be rendered by the city. The term shall also include, where applicable, any individual or legal entity that as owner or legally constituted agent for the owner of such real property, applies for the provision of wastewater facilities in order to serve said property.

Impact fees means the connection charges are those fees imposed and collected to provide for expansion of the utility system necessary to provide service to additional utility consumers.

Meter (water) means the measuring device owned and installed by the city on a service line for the purpose of accurately measuring water use by a customer. All sewerage customers shall agree to have installed on water service line a water meter to measure water usage for computation of monthly sewerage bills. The cost of the meter and the cost of installation is included in the sewage tap fee.

Suspended solids (abbreviated SS) shall mean solids that either float on the surface of or are in suspension in water, sewage or industrial waste and which are removable by a laboratory filtration device. Quantitative determination of suspended solids shall be made in accordance with procedures set forth in the "standard methods."

Utility system means the city's sewerage system and any component parts thereof.

All New Applicants, in addition to any other requirements herein, shall execute a contract furnished by the City, establishing connection and supply of said services, and consenting to taxation in lieu of annexation and subsequent annexation into the City, of the property which is being served, as described herein.

No person shall connect to the utility system of the City, without first obtaining from the City a permit to so connect, including payment of all tap and impact fees, deposits, and connection charges required and delineated within this policy, and in the City of Live Oak Code of Ordinances.

Tap and Impact Fees and titles which are applicable to this Policy are those found in the City of Live Oak Code of Ordinances, Chapter 78, Utilities, as amended.

New applicants, and those which have previously executed a contract or written contractual agreement with the City for taxation in lieu of annexation and services to premises outside the Incorporated City Limits, said tap and impact fees for connection shall be billed the amounts listed under the title "Within City", which are found in the City of Live Oak Code of Ordinances, Chapter 78, Utilities, as amended. Current recipients who are receiving utility services from the City, which have no written contract for taxation in lieu of annexation and services with the City, said tap and impact fees for connection shall be billed the amounts listed under the title "Outside City", found in Chapter 78, Utilities, of the City of Live Oak Code of Ordinances, as amended.

II. Wastewater Strengths (R) For Commercial Users

<u>Description</u>	TABLE I			
	<u>BOD5</u>	<u>SS</u>	<u>Grease</u>	<u>Class</u>
Food related business				
Grocery	450	250	150	III
Meat market	450	250	150	III
Seafood market	600	250	100	III
Fruit stand	250	250	150	II
Bakery	450	250	150	III
Restaurant	450	250	150	III
Icehouse	250	250	100	II
Convenience store	250	250	100	II
Retail sales				
Auto parts	200	200	40	I
Clothing, department store	200	200	40	I
Department or convenience store with restaurant	400	200	100	III
Appliance and furniture	200	200	40	I
Hardware and construction supply	200	200	40	I
Office supply	200	200	40	I
Records, books, etc.	200	200	40	I
Pet	200	200	40	I
Garden supply, plants	200	200	40	I
Commercial printing	200	200	40	I
Other retail sales	200	200	40	I

<u>Description</u>	<u>BOD5</u>	<u>SS</u>	<u>Grease</u>	<u>Class</u>
Health services				
Hospital	300	250	100	III
Medical and dental laboratories	300	250	100	III
Research laboratory	300	250	100	III
Office of physician	300	250	100	III
Office of dentist	300	250	100	III
Office of osteopathic physician	250	100		II
Office of other health practitioner	250	250	100	II
Office of veterinarian	400	250	100	III
Nursing home	300	250	100	III
Pharmacy	250	250	100	II
Professional services				
Banking institutions	200	200	40	I
Office of attorney	200	200	40	I
Office of engineers and surveyors	200	200	40	I
Office of accountants	200	200	40	I
Office of realtors, brokers	200	200	40	I
Office of insurance agents	200	200	40	I
Office of other professionals	200	200	40	I
General office buildings	200	200	40	I
Newspaper office	200	200	40	I
Radio and TV stations	200	200	40	I
Membership organizations				
Churches and religious centers	200	200	40	I
Civic and social clubs	200	200	40	I
Other associations	200	200	40	I
Personal services				
Employment and advertising agencies	200	200	40	I
Laundry and cleaning	200	300	40	III
Photographic studio	200	200	40	I
Beauty shop	250	200	40	II
Barbershop	250	200	40	II
Funeral home	300	200	40	III
Child day-care center	200	200	40	I
Professional repair services	200	200	40	I
Other personal services	200	200	40	I
Educational services				
Elementary school	300	250	150	III
Secondary school	300	250	150	III
Vocational school	300	250	150	III
Adult educational center	250	250	100	II
College, junior college	300	250	150	III

<u>Description</u>	<u>BOD5</u>	<u>SS</u>	<u>Grease</u>	<u>Class</u>
Automobile service				
Petrol service station	250	250	100	II
Carwash	250	250	100	II
Parking garage	250	250	100	II
Maintenance/repair shop	250	250	100	II
Manufacturing				
Mobile home	200	200	40	I
Wood containers	200	200	40	I
Chemicals, drugs, paints, etc.	200	200	40	I
Fruit packing (dry)	200	200	40	I
Warehouse/storage	200	200	40	I
Amusement and public use centers				
Motion picture theater	200	200	40	I
Stage theater	200	200	40	I
Dance studio and school	200	200	40	I
Nightclubs, lounges	200	200	40	I
Bowling and billiard establishment	200	200	40	I
Coin-operated amusement device	200	200	40	I
Health club	200	200	40	I
Bus, rail and airport terminal	200	200	40	I
Lodging				
Hotels, motels without restaurants	200	200	40	I
Hotel and motels with restaurants	450	250	150	III
RV overnight parks	450	250	140	III
Government facilities				
City/county parks	200	200	0	I
Library	200	200	0	I
Offices of State of Florida	200	200	0	I
U.S. Post Office	200	200	0	I
Residential				
Single-family, mobile home and apartments	200	200	40	I

For applicants whose proposed sewer system use does not fall within any of the above user descriptions, the city administrator or his designee shall evaluate the application and assign the applicant an appropriate user class.

In those instances where a commercial establishment and residence are served by a common connection, the charge shall be as established for the commercial establishment of that class.

III. Estimated Domestic Sewage Flows (Q)

TABLE II
For System Design
ESTIMATED SEWAGE FLOWS

<u>TYPE OF ESTABLISHMENT</u>	<u>GALLONS PER DAY (GPD)</u>
COMMERCIAL:	
Airports, bus terminals, train stations, port & dock facilities, Bathroom waste only	
(a) Per passenger	4
(b) Add per employee per 8 hour shift	15
Barber & beauty shops per service chair	75
Bowling alley bathroom waste only per line	50
Country club	
(a) Per resident	100
(b) Add per member or patron	25
(c) Add per employee per 8 hour shift	15
Doctor and Dentist offices	
(a) Per practitioner	250
(b) Add per employee per 8 hour shift	15
Factories, exclusive of industrial wastes gallons per employee per 8 hour shift	
(a) No showers provided	15
(b) Showers provided	25
Flea Market open 3 or less days per week	
(a) Per non-food service vendor space	15
(b) Add per food service establishment using single service articles only per 100 Square feet of floor space	50
(c) Per limited food service establishment	25
(d) For flea markets open more than 3 days per week estimated flows shall be doubled	
Food operations	
(a) Restaurant operating 16 hours or less per day per seat	40
(b) Restaurant operating more than 16 hours per day per seat	60
(c) Restaurant using single service articles only and operating 16 hours or less per day per seat	20
(d) Restaurant using single service articles only and	

operating 16 hours or more per day per seat	35
(e) Bar and cocktail lounge per seat	20
add per pool table or video game	15
(f) Drive-in restaurant per car space	50
(g) Carry out only, including caterers	
1. Per 100 square feet of floor space	50
2. Add per employee per 8 hour shift	15
(h) Institutions per meal	5
(i) Food Outlets excluding deli's, bakery, or meat department per 100 square 10 feet of floor space	
1. Add for deli per 100 square feet of deli floor space	40
2. Add for bakery per 100 square feet of bakery floor space	40
3. Add for meat department per 100 square feet of meat department floor space	75
4. Add per water closet	200
Hotels & motels	
(a) Regular per room	100
(b) Resort hotels, camps, cottages per room	200
(c) Add for establishments with self service laundry facilities per machine	750
Mobile Home Park	
(a) Per single wide mobile home space, less than 4 single wide spaces connected to a shared onsite system	250
(b) Per single wide mobile home space, 4 or more single wide spaces are connected to a shared onsite system	225
(c) Per double wide mobile home space, less than 4 double wide mobile home spaces connected to a shared onsite system	300
(d) Per double wide mobile home space, 4 or more double wide mobile home spaces connected to a shared onsite system	
Office building	15
per employee per 8 hour shift or per 100 square feet of floor space, whichever is greater	15
Transient Recreational Vehicle Park	
(a) Recreational vehicle space for overnight stay,	

(b) without water and sewer hookup per vehicle space	50
(c) Recreational vehicle space for overnight stay, with water and sewer hookup per vehicle space	75
Service stations per water closet	
(a) Open 16 hours per day or less	250
(b) Open more than 16 hours per day	325
Shopping centers without food or laundry 0.1 per square foot of floor space	
Stadiums, race tracks, ball parks per seat	4
Stores per bathroom	100
Swimming and bathing facilities, public per person	10
Theatres and Auditoriums, per seat	4
Veterinary Clinic	
(a) Per practitioner	250
(b) Add per employee per 8 hour shift	15
(c) Add per kennel, stall or cage	20
Warehouse	
(a) Add per employee per 8 hour shift	15
(b) Add per loading bay	100

Footnotes to Table II:

1. For food operations, kitchen wastewater flows shall normally be calculated as 66 percent of the total establishment wastewater flow.
2. Systems serving high volume establishments, such as restaurants, convenience stores and service stations located near interstate type highways and similar high-traffic areas, require special sizing consideration due to expected above average sewage volume. Minimum estimated flows for these facilities shall be 3.0 times the volumes determined from the Table II figures.
3. For residences, the volume of wastewater shall be calculated as 50 percent black-water and 50 percent gray-water.
4. Where the number of bedrooms indicated on the floor plan and the corresponding building area of a dwelling unit in Table II do not coincide, the criteria which will result in the greatest estimated sewage flow shall apply.
5. Convenience store estimated sewage flows shall be determined by adding flows for food outlets and service stations as appropriate to the products and services offered.
6. Estimated flows for residential systems assume a maximum occupancy of two persons per bedroom. Where residential care facilities will house more than two persons in any bedroom, estimated flows shall be increased by 50 gallons per each additional occupant.

IV. Charges In Lieu of Annexation

Annually, customers shall pay to the City, a fee calculated by multiplying the City's ad valorem tax millage rate in effect at that time, times the property appraisal on which Suwannee County ad valorem taxes are calculated and extended. Such payments, with appropriate discounts for early payment, shall be paid at the same time taxes are due to the County of Suwannee.

V. Applicable Sections of the Code of Ordinances

The provisions of Section(s): 78-2, 78-31 through 78-44, 78-81 through 78-93, 78-161 through 78-167, 78-191 through 78-203, 78-221 through 78-230, 78-251 through 78-258, 78-281 through 78-287, 78-311 through 78-320, and 78-361 through 78-371 of Chapter 78 of Code of Ordinances of the City of Live Oak are incorporated and shall immediately apply to potable water supply and/or wastewater collection and treatment system customers receiving such services from the City of Live Oak.

VI. Annexation

An agreement for water/sewer services for a property located outside the corporate City Limits, between a private property owner of said property, and the City of Live Oak, constitutes full consent and authorization by the property owner(s) for: Voluntary Annexation into the City of Live Oak, Land Use Amendments, and Zoning Amendments of the customer's property, as provided for herein: Upon the Incorporated City Limits of the City of Live Oak becoming contiguous to any portion of the boundary line of the utility customer's real property, the City shall commence actions of Annexation of the customer's property into the Incorporated City of Live Oak with subsequent actions of Comprehensive Future Land Use Plan Map amendments from the existing County Land Use Classification to the equivalent City Land Use Classification, and also subsequent actions of Land Development Regulation Official Zoning Atlas Map amendments from the existing County Zoning District to the equivalent City Zoning District, at which point all Chapters of the Code of Ordinances of the City of Live Oak, including the Land Development Regulations, as amended, shall be applicable to the customer's property. Said property owner shall, at that time, provide the City with a notarized letter of authorization, legal description and survey of the property, to be used for such purposes. Any proposed land use or zoning changes to classifications or districts which are not considered an equivalent classification or district shall be by standard application by the property owner to the City, with required fees being remitted by the property owner.