

**NEW CASTLE COUNTY**  
**DEPARTMENT OF SPECIAL SERVICES**  
**SEWER CONNECTION FEE POLICY**

Policy No: SS# 15

Subject: Sewer Connection Fees

Date of Publication: November 1, 2013

Effective Date: November 1, 2013

Supersedes Policy No.: All previous policies on the Subject

Supplements Policy No.: N/A

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**LEGAL AUTHORITY:** The New Castle County (“County”) Department of Special Services (“Department”) and the General Manager of the Department enact this policy pursuant to the authority granted to them in Title 9, Section 1341(4) of the Delaware Code, 9 *Del. C.* § 1341(4), Chapter 2, Section 2.05.301 of the New Castle County Code (“County Code”), 2 N.C.C.C. § 05.301, and Chapter 38, Sections 38.02.012 and 38.02.014 of the County Code, 38 N.C.C.C. §§ 02.012 and 02.014.

**BACKGROUND:** When connecting to the sanitary sewer system, one is required to pay the applicable Sewer Connection Fees which include a Capital Recover Fee (“CRF”), a Lateral Fee and a Sewer Inspection Fee.

**POLICY:** Pursuant to the authority granted it, the Department charges the following fees for connection to the sanitary sewer system:

**I. CRF**

The cost of treatment works, sanitary sewer interceptor and trunk line construction are borne by the prospective users of such treatment works, interceptor and trunk line and are reflected in the CRF which is determined by the Department. The Department maintains a Sewer District Map which states the current Capital Recovery Fee in place for both the area North of the C&D Canal and for the Southern Sewer Service Area (“SSSA”). By July 1<sup>st</sup> of each year, the Department’s Operations Engineer shall submit a memorandum to the General Manager of the Department setting forth each CRF. The memorandum shall state whether there has been any change to the CRF from the previous year, explaining the reason for the change. The memorandum shall include details on any project or study which may have contributed to the change. The calculations which support each CRF do not need to be attached to the memorandum but must be kept in the Operations Engineers’ file so that they are readily available for review by the General Manager upon request. The General Manager shall initial the memorandum to indicate his or her approval of the CRF. The CRF is established as follows:

- A. North of the C&D Canal – The CRF is established for each County project that is initiated for the purpose of accommodating new connections to the sanitary

sewer system. The CRF is set at the time when the scope and cost estimate of the County project is determined. The CRF is not charged to existing connections even if the County project will increase the capacity of the line that serves that connection. CRFs are charged to new sewer connections upstream of the applicable County sewer project based on the proposed average daily flow of that new sewer connection (multiple CRFs may apply to one new sewer connection). Consequently, the CRF north of the C&D Canal will vary from location to location, generally increasing with the distance from the treatment plant. The proposed average daily flow is an estimate of sewer flow generated by the proposed new sewer connection. No refund will be provided if the actual flow generated by the new sewer connection is less than the proposed average daily flow.

- B. SSSA – Development in the SSSA has been more regionalized than in the North. Consequently only one CRF has been established for the SSSA. The CRF applies to all new sewer connections. As is the case North of the C&D Canal, the SSSA CRF is charged based on the proposed average daily flow of the new sewer connection. The proposed average daily flow is an estimate of sewer flow generated by the proposed new sewer connection. No refund will be provided if the actual flow generated by the new sewer connection is less than the proposed average daily flow. The CRF shall be increased annually effective on July 1<sup>st</sup> by the lesser of either 3% or the prevailing Consumer Price Index for all Urban Consumers (CPI-U) published by the US Department of Labor for the Philadelphia-Wilmington-Atlantic City area as of the close of the twelve (12) month period ending on April 30<sup>th</sup> of each year.

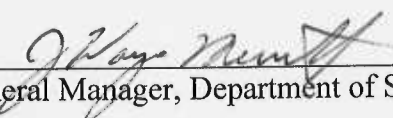
**II. Lateral Fee**

A Lateral Fee is required to be paid for each new lateral tie-in to the sanitary sewer system. The Department establishes this fee to cover the administrative costs associated with inspecting and processing the tie-in of the on-site sewer to the stub and other varying County costs that may arise for different types of installations.

**III. Sewer Inspection Fee**

The Sewer Inspection Fee covers the cost of inspecting newly constructed sewer infrastructure. It is not set by the Department but rather is assessed pursuant to Appendix 2 to Chapter 40 of the Code.

Approved: \_\_\_\_\_

  
Acting General Manager, Department of Special Services

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