

## SECTION 1

### INTRODUCTION AND GENERAL POLICIES

#### 1-1 SCOPE

The design and construction of water mains and other appurtenances in the City of Thousand Oaks shall comply with these Standards herein called "Water Design and Construction Standards," or the permit requirements of various governing bodies, except where specific modifications have been approved, in writing, by the Public Works Director. All submitted plans shall be signed and stamped by a registered civil engineer and all work shall be in accordance with good engineering practice. This document sets forth the procedure for designing and preparing plans and specifications for water systems built for the City. It also sets out minimum requirements for water systems constructed by or for private water companies in the City of Thousand Oaks. Wherever there are differences between these standards and other county, state or federal regulations, the most stringent or highest requirement shall govern. Specifications and plates relating to pipelines are intended for pipes up to and including 12 inches in diameter.

These Standards compliment the requirements specified in the Thousand Oaks Municipal Code - Title 10, Chapter 2.

#### 1-2 INTERPRETATION

The Public Works Director shall decide all questions of interpretation of "good engineering practice" being guided by various standards and manuals including those published by the American Waterworks Association (AWWA).

#### 1-3 ABBREVIATIONS AND DEFINITIONS

Whenever in these specifications or in any documents or instruments where these specifications govern, and the following abbreviations or definitions are used, the intent and meaning shall be interpreted as follows:

##### Abbreviations

AASHTO	American Association of State Highway and Transportation Officials
ANSI	American National Standards Institute
APWA	American Public Works Association
ASTM	American Society for Testing and Materials.

AWWA	American Water Works Association.
SPPWC	Standard Plans for Public Works Construction
SSPWC	Standard Specifications for Public Works Construction "Greenbook"
UPC	Uniform Plumbing Code.

Pipe Types:

AC	Asbestos Cement
CI	Cast Iron
CML&C	Cement Mortar Lined and Coated Steel
DI	Ductile Iron
PB	Polybutylene
PE	Polyethelene
PVC	Poly-Vinyl Chloride

Definitions

"Acceptance"	<p>Field acceptance is when the Public Works inspector and operation and maintenance personnel approves the physical installation of the water system as shown on the water plans.</p> <p>City Council acceptance or final acceptance follows field acceptance. This is when the City Council approves both physical improvements and the administrative items associated with development. Final acceptance means that the City now owns the water system improvements and accepts all maintenance responsibilities.</p>
"Applicant"	An individual, partnership, corporation, etc. proposing to subdivide or improve land which will require water from the City's distribution system.
"Applicant's Engineer"	The engineer licensed by the State of California as a civil engineer, employed by the applicant, under whose direction construction plans, profiles and details for work are prepared and submitted to the City for review and approval.
"Approved"	Unless specifically otherwise indicated, this shall mean approval by the Public Works Director.
"Backbone Pipeline"	A main pipeline which delivers flow to a main section of

	the service area.
"City"	The City of Thousand Oaks, California
"County"	The County of Ventura, California
"Director"	Director shall mean the Public Works Director of the City, or the person(s) engaged by the City and authorized to perform the duties assigned to the Public Works Director, and shall include his deputies and representatives.
"Easement"	A recorded document in which the land owner gives the City permanent rights to construct and maintain a water line across private or other property.
"Engineer"	A civil engineer registered in the State of California or a firm of registered civil engineers appointed by and acting for the Public Works Department in the case of a City sponsored capital project. In the case of a developer sponsored project, the term refers to the engineer hired by the developer and may also be referred to as "applicant's engineer."
"Fire Department"	The Ventura County Fire Protection District
"Fire Service Line"	A pipeline whose sole function is to service a particular building or property with fire protection.
"Inspector"	An employee or agent of the City's Public Works Department engaged to observe and record field compliance with design criteria, plans and construction standards.
"Offsite Water Line"	A water line beyond project boundaries connecting the project to the City's water distribution system.
"Plans"	Drawings of water pipelines, pump stations or reservoirs.
"Plate No."	Where not specified to the contrary, this refers to one of the Water Design and Construction Standard Plates attached to these standards.
"Pressure Zone"	Any one of several zones within the City's Water Distribution system as defined by the elevation, i.e., Zone

2, El. 1,090 feet; it is also referred to as a service zone.

"Private Water Service"	Private water service refers to a well that provides water service to a single parcel.
"Public Water System"	Public water main or system refers to a water pipeline or associated system including reservoirs and pumping stations dedicated for public use and owned by the City and available to receive connections for service.
"Public Works Department"	The department established by the City to administer the water and wastewater systems, as well as streets and storm drains.
"Required"	Unless specifically otherwise indicated, this shall mean a requirement of the Public Works Department.
"Required Fire Flow"	A requirement established for each project as determined by the Ventura County Fire Protection District.
"Service Line"	The water line between the main line and the meter within public right-of-way or an easement granted to the City.
"Service Zone"	See pressure zone.
"Water Main" or "Main Line"	The pipeline which supplies water to service lines, fire hydrants or fire sprinkler service lines. Water mains are generally 8" in diameter or larger.
"Water Purveyor"	Agency or company supplying potable water.

#### **1-4 APPLICABLE CODES AND POLICY**

1-4.1 General: Ordinances, requirements and applicable standards of governmental agencies having jurisdiction within the City's service area shall be observed in the design and construction of water systems. Such requirements include but are not limited to current revisions of the following:

1. The Uniform Plumbing Code as amended by Community Development Department, City of Thousand Oaks.

2. Municipal Code of the City of Thousand Oaks.
3. California Department of Public Health, Division of Drinking Water and Environmental Management.
4. State of California, Department of Water Resources.
5. County of Ventura, Water Resources Division.
6. Road encroachment regulations of the City of Thousand Oaks and the County of Ventura, as applicable.
7. City of Thousand Oaks, Road Design and Construction Standards.

#### **1-5 PUBLIC VS. PRIVATE WATER SERVICE (WELLS)**

Normal policy is to require all properties within the incorporated areas of the City to connect to the public water system or a water system operated by a water purveyor. However, in special cases, approval to use a private water well may be granted by the Public Works Department assuming that the requirements of the Ventura County Fire Protection District, the County of Ventura Water Resources Division, and the State of California Department of Water Resources are met. Fire flow requirements shall only be provided by connection to a public water system or a water system operated by a water purveyor.

The City has entered into an agreement with the County of Ventura which authorizes the Ventura County Water Resources Division to issue well permits for all parcels within the City's jurisdiction. Approval to construct or utilize a well does in no way assure the applicant that a continued high quality and/or sufficient supply source of water will be available in the future.

#### **1-6 GENERAL METER POLICY**

Each parcel of property and each house, building or dwelling unit of separate ownership shall be provided with its own service line and meter. This policy also pertains to townhouse, condominium and/or mobile home projects wherein each owner shall have a separate meter, although a common association may have a meter(s) for irrigation, recreation and/or pool purposes, or other purposes. More than one meter may be permitted to a building where judged necessary, such as a commercial building housing various users. The requirement for each separate ownership unit to have its own separate meter shall also pertain to condominium

conversion projects, unless an exemption is requested by the applicant and approved by the Public Works Department. Where this provision is exempted the plant investment fee due the City shall be as set by Council action. Unless otherwise approved by the Public Works Department, separate buildings within a commercial or industrial project shall have separate meters. A non-residential condominium shall have a minimum of two separate meters, one solely for determining the volume of common area irrigation or landscaping water used, and the other solely for determining the volume of domestic water used within the building or buildings. Additional irrigation and/or domestic meters may be installed, if approved or required by the Public Works Department. Applicable fees for water shall be charged based on the size of each of the meter(s) installed as set by Council action.

## **1-7 PUBLIC WORKS DEPARTMENT JURISDICTION**

The Public Works Department is responsible for the approval of plans and inspection of all public water facilities within the public right-of-way and dedicated easements in the City's water service area. The Building Division of the Community Development Department, City of Thousand Oaks, is responsible for approval of plans and inspection of all private water facilities. The Ventura County Fire Protection District is responsible for approval of plans and inspection of fire service lines outside of the public right-of-way and dedicated easements.

Outside the City's service area, but within the City limits, the City's Public Works Department may condition projects where the designated purveyor has failed to meet the minimum standard requirements established by the City.

Outside City limits, but within the City's service area, the City has jurisdiction over main line extensions, including approval of plans and inspection. The County of Ventura Public Works Agency assumes control over construction in the public right-of-way one foot above the City's water lines. County of Ventura's Building and Safety Department has jurisdiction on site. Therefore, the County is responsible for approval of plans and inspection of all private water facilities.

Where repairs or replacement of a service line on the public side of the meter is required subsequent to acceptance by the City Council and the exoneration of all bonds, it shall be the responsibility of the Public Works Department. If, however, it is an upgrade situation (i.e., by the owner's request or discretion), the owner or customer will be billed for the work. Repairs or replacement on the private side of the meter are the responsibility of the property owner.

Inspection responsibility above the pipe zone (trench and pavement) within the public right-of-way and dedicated easements rests with the Public Works Department, either City or County, as appropriate.

#### **1-8 FIRE PROTECTION WITHIN CITY**

Within the City of Thousand Oaks and surrounding Ventura County areas, fire protection is provided by the County of Ventura Fire Protection District. The water systems which serve fire hydrants and private fire sprinkler systems are owned by the water purveyors listed below.

#### **1-9 WATER PURVEYORS WITHIN CITY**

Within the City there are five water purveyors as follows:

1. City of Thousand Oaks Public Works Department
2. California American Water Company
3. California Water Service Company
4. Academy Mutual Water Company
5. Camrosa Water District

#### **1-10 RESPONSIBILITIES OF THE APPLICANT'S ENGINEER**

These standards establish uniform policies and procedures for the design and construction of the City water system. They are not intended to be a substitute for engineering knowledge, judgment or experience. The contained procedures shall be reviewed by the applicant's engineer and shall be applied as necessary to the project. Proposed deviations to these standards shall be submitted, in writing, prior to tentative map and/or development project approval.

It is the responsibility of the applicant's engineer to be aware of the City's Water Master Plan and to indicate on the tentative tract map any main line relocations, extensions or oversizing of public main lines. This responsibility shall include investigating any changes from the Master Plan necessitated by development subsequent to the Master Plan, although the above shall not relieve the applicant from the responsibility to provide an approved system consistent with Public

Works Department requirements. Verification of the adequacy of the surrounding water system rests jointly with the Public Works Department and the applicant.

All plans, specifications, reports or documents shall be prepared by a civil engineer registered in the State of California, or by a subordinate employee under his direction, and shall be signed and stamped by the registered civil engineer and stamped with their seal to indicate responsibility for them.

A "Preliminary Review" and/or "Plans Approved for Construction" stamp or signature of the City on the plans does not in any way relieve the applicant's engineer of his responsibility to meet all requirements of the City. The plans shall be revised or supplemented at any time if it is determined that the City's requirements have not been met. Generally, plans that are signed as being authorized for construction will not require revisions based upon subsequent changes to these Standards. However, a significant change in the Standards, as determined by the Public Works Department, or failure on the part of the applicant to proceed with construction within the time allowed in the agreement with the City may necessitate revisions to approved plans.

#### **1-11 REFERENCED SPECIFICATIONS**

References to standards such as AWWA, ASTM or SSPWC shall refer to the latest edition or revision of such standards, unless otherwise specified.

#### **1-12 OCCUPANCY/WATER SERVICE**

As a part of the clearance procedure for individual house/building occupancy, the Public Works Department must "clear" the house/building. Such clearance is given per the requirements as specified in the Municipal Code. Occupancy cannot be given until the public water system has been field accepted by the City's Public Works inspector and the City's Water Operation and Maintenance Division.

#### **1-13 CITY COUNCIL ACCEPTANCE**

The Public Works Department will not recommend that a water system be accepted until all applicable requirements of these Standards and of the Thousand Oaks Municipal Code have been met. That includes the requirement that at least 50 percent of all homes or buildings be constructed and occupied or at least 75 percent of all buildings or houses are under construction.