

**Scope of Work for Developing a Wastewater Ordinance for the West Charlotte Village  
For Municipal Planning Grant Application, FY15  
Submitted by the Town of Charlotte**

- I. Determine community's preferences regarding the system
  1. Determine community's preference and priority for allocating capacity to uses.  
*Proposed priority:*  
Appropriate Reserves
    - Reserve for potential future municipal uses (recommended at 245 gpd)
    - Reserve for failed systems within the village (recommended at 900 gpd)
    - Reserve for system infiltration (recommended at 150 gpd)Existing Uses
    - Children's Center (private not-for profit early child education/daycare)
    - Existing retail/food service usesNew Uses
    - Restaurant (specify # of seats)
    - Affordable/Moderate Dwellings including Senior and family housing (specify # of units/bedrooms)
    - Retail/office (x # of square feet)
  2. Determine community's preference for service area. *Proposed service area:*  
Ferry Road between Route 7 and Greenbush Road.
  3. Determine whether to require properties to max out their on-site capacity prior to obtaining allocation from the municipal system—and what it means to “max out capacity”. *Proposed definition of maxing out capacity:* cost to renovate existing system would be more than the cost of connecting to the town system.
  4. Determine what size system to build:
    - 0 gallons (i.e. “no build”)?
    - 4,999 gallons (i.e. what exists)?
    - 6,499 gallons (i.e. the maximum allowed under the small-scale wastewater disposal program, i.e. without triggering need for indirect discharge permit)?
    - 14,999 (i.e. maximum capacity of septic field on Burns property)?
    - Use other disposal fields?
    - Gravity or low pressure collection system?
- II. Describe process for obtaining allocation
  - verification that on-site capacity has been maxed out
  - preliminary approval by Sewage Commission, contingent on the applicant obtaining all land use permits
  - final approval; pay connection fee
  - expiration of final approval if connection has not occurred
- III. Determine financial arrangements
  1. Determine preferred method of financing the constructing of the system—e.g. bond obtained by town, to be reimbursed upon connections vs. properties connecting to system pay directly for expansion of the system.
  2. Determine procedure and financial arrangements for maintaining public portion of the system
  3. Determine ongoing fee structure