

**SALLAL WATER ASSOCIATION**  
KING COUNTY WASHINGTON

**WATER CONSERVATION POLICY**

**G&O #23483**  
**OCTOBER 2023**



**Gray & Osborne, Inc.**  
CONSULTING ENGINEERS

# TABLE OF CONTENTS

OVERVIEW .....	1
Purpose.....	1
Definitions.....	1
Applicability .....	3
Association Rights .....	3
WATER CONSERVATION PROGRAM.....	3
Promoting Conservation .....	3
Water Shortage Response Plan .....	5
Wasteful Use of Water.....	5
Determination of Water Conservation Stages.....	6
Water Conservation Stages .....	7
New Construction .....	9
Irrigation System Inspections .....	10
Unauthorized Water Use.....	11
Violation .....	11
Enforcement.....	11
Notice and Penalties.....	11
Remedies Cumulative .....	13
Variances.....	13
Fire and Other Emergencies.....	13
Board of Trustees Review.....	13

## **OVERVIEW**

### **PURPOSE**

The purpose and intent of this policy is to encourage water conservation and provide a mechanism to assist the Sallal Water Association (Association) in balancing system demand with the availability of supply. Water conservation helps protect a shared, and limited, natural resource as well as retains more water in the Snoqualmie River and other rivers and bodies of water for fish, wildlife and other environmental benefits. This policy will also benefit the Association’s members as using water efficiently helps reduce payments on water bills. The Association’s goal is to encourage water conservation primarily through education but, when necessary, have tools available to reduce water usage and preserve and protect this precious natural resource. As such, the conservation policy is structured to include a “Promoting Conservation” section as well as a “Water Shortage Response Plan.” “Promoting Conservation” has the long-term view of the member responsibilities as the Association manages the limited water resource. The “Water Shortage Response Plan” is a short-term set of strategies to reduce water demand due to a water supply shortage caused by events such as major damage to the water supply or distribution system, drought, or other natural disasters.

The Association’s Board of Trustees is adopting this conservation policy in order to ensure the continued delivery of safe and reliable drinking water to existing and future water customers and to protect water as a finite natural resource.

### **DEFINITIONS**

“Association” – The Sallal Water Association, or its designated representative.

“Association Water System” – Facilities within the Sallal Water Association’s Water Service Area.

“Beneficial Use of Water” – The uses of water necessary for the survival or well-being of humans, plants, and wildlife that serve to promote tangible and intangible economic, social, and environmental goals of mankind.

“Best Management Practice (BMP)” – A policy, program, practice, rule, regulation ordinance, or the use of devices, equipment, or facilities that result in more efficient use or conservation of water.

“Board of Trustees (Board)” – A seven-member administration that oversees, manages, and governs the Sallal Water Association and its assets.

“Certified Landscape Irrigation Auditor” – A person certified to perform landscape irrigation audits by a professional trade organization or other educational organization.

“Fire Chief” – The fire chief of the Eastside Fire and Rescue Department or their designee.

“Irrigation” – The application of water to land to sustain crops, lawns, or landscaping. Using a sprinkler, kiddie pool, water slide or other water recreational device on a lawn for short term recreational purposes shall not constitute “irrigation.”

“Irrigation Service” – A water service that is exclusively for lawn or landscape irrigation purposes.

“Member” – Any person or entity granted membership into the Sallal Water Association located within the Association’s Water Service Area. The term includes but is not limited to: owners of real property, owners of commercial properties and businesses, and wholesale water purchasers.

“Member Class” – A classification that determines the type of water usage by a member. The Association’s member classes are as follows: Single-Family Residential, Multi-Family Residential, Commercial, Irrigation, and Wholesale.

“Monthly Capacity Target” – The cumulative maximum monthly production target volume. Monthly Capacity Targets allow the Association to track water production versus the annual water right allowance on a monthly basis. This is done by calculating a scaling factor for the annual water right using historical annual water production data and extrapolating monthly targets for the annual water right capacity based on historical monthly production data.

“Non-member Water User” – Any person or entity using water supplied by the Sallal Water Association located within the Association’s Water Service Area that has not obtained membership into the Association. The term includes but is not limited to: tenants of single-family and multi-family dwellings, developers constructing new dwellings on parcels within the Association’s Water Service Area, management companies responsible for property management of real property, and bulk sale water purchasers.

“Person” – Any person, business, firm, partnership, association, corporation, company, entity, or organization of any kind.

“Sallal Water Association” – A non-profit, consumer-owned corporation that supplies water to its members within its Water Service Area.

“Significant” – More than a small, trivial, or insignificant amount and requires a substantial amount of water being wasted or a significant adverse economic impact. A significant amount of water shall be defined as a volume in excess of an unrestricted garden hose running for 30 minutes.

“Superintendent” – The Association’s Water System Superintendent or their designee.

“Water Conservation” – The best management practices for the reasonable and efficient use of water for both indoor and outdoor water demands.

“Water Service Area” – The area designated by a water supplier in which the water system currently serves water directly to members, provides wholesale water through a permanent or seasonal intertie, and areas in which the water supplier plans to serve in the future. The boundary of the Association’s Water System is defined by the Water System Plan.

“Water User” – Any person or entity using water supplied by the Sallal Water Association located within the Association’s Water Service Area. This term includes Members and Non-member Water Users.

“Wasteful Use of Water” – As defined in the “Wasteful Use of Water” section of this policy.

## **APPLICABILITY**

The provisions of this policy shall apply to all Water Users supplied by the Sallal Water Association.

## **ASSOCIATION RIGHTS**

1. The Association shall have the right to manage water usage for all Water Users within the Association’s Water Service Area.
2. Public Education Program and Public Efficiency Goals. The Association shall implement a public education program and a public process for establishing water efficiency goals in compliance with all applicable rules, regulations, and laws.
3. The Association will develop best management practices for water use and conservation and share this information with the Association’s Water Users through the establishment of this policy and the public education program.

## **WATER CONSERVATION PROGRAM**

### **PROMOTING CONSERVATION**

The water conservation program will include a public education program and member notification program in order to promote water conservation by the Association’s Water Users. In accordance with all applicable rules, regulations, and laws, as well as the Water

Use Efficiency chapter included in the Association's Water System Plan, the Association has the ability to use any or all of the following actions at any given time to encourage conservation in a manner that is consistent with the provisions of this policy. The Association intends to evaluate and implement the following actions to promote conservation.

- Publish a list of voluntary conservation actions members may take to reduce water consumption.
- Include account consumption history on water bills to advise members on recent trends of consumption.
- Reevaluate water rate structure alternatives as needed to encourage conservation.
- Evaluate the need for implementing an inclining block water rate structure for the Irrigation Member Class.
- Publish a periodic conservation newsletter or schedule a member education event to discuss consumption history, conservation tips for members, and explain water conservation stages.
- Use targeted education and outreach strategies for members with commercial and/or irrigation accounts that are likely to consume greater amounts of water.
- Promote consumption goals for typical households and a percentage reduction goal for commercial and irrigation classes.
- Implement a Water Rebate Program to promote the installation of WaterSense products or other devices that effectively reduce interior and exterior water consumption.
- Install an advanced metering infrastructure (AMI) system to increase service meter data collection and provide Water Users with real time usage data.
- Use reasonable efforts to notify a member of a potential leak if the account usage has increased by more than 20 percent from the same period of the previous year.
- Form a Water Conservation Task Force to evaluate the need of entering a water conservation stage. Members of the Task Force shall be actively involved in Sallal's daily operations, such as the Superintendent,

operations, and administrative staff. The Task Force shall also regularly communicate with members and periodically update the Board regarding conservation efforts, system-wide consumption history, and the status of water conservation stages.

## **WATER SHORTAGE RESPONSE PLAN**

The Association will include tools to respond to a water shortage within the water conservation program to effectively reduce water usage in the event that the Association's water supply becomes limited.

### **Wasteful Use of Water**

Any of the following acts or omissions, whether intentional, unintentional, willful, or negligent, shall constitute the wasteful use of water:

- A. Significant water flowing away from a property caused by excessive application(s) of water beyond reasonable or practical irrigation rates, duration of application, or other than incidental applications to impervious surfaces.
- B. Causing or permitting a significant amount of water to discharge, flow, run to waste into or flood any gutter, sanitary sewer, water course or storm drain, or to any adjacent lot, from any tap, hose, faucet, pipe, sprinkler, or nozzle. In the case of irrigation, "discharge," "flow" or "run to waste" means that water is applied to the point that the earth intended to be irrigated has been saturated with water so that additional applied water then flows over the earth. In the case of washing, "discharge," "flow," or "run to waste," means that water in excess of that necessary is applied to wash, wet, or clean the dirty or dusty object, such as an automobile, sidewalk, or parking area.
- C. Allowing water fixtures or heating or cooling devices to leak or discharge water after becoming aware of such leak or discharge, except as it applies to condensate drains.
- D. Maintaining ponds, waterways, decorative basins, or swimming pools without water recirculation devices or with known leaks, both seen and unseen.
- E. Discharging water from, and refilling, swimming pools, decorative basins, or ponds in excess of the frequency reasonably necessary to maintain the health, maintenance, or structural considerations of the pool, basin, or pond, as determined by the Superintendent. Draining and refilling of

pools must otherwise comply with all applicable federal, state, and local stormwater management requirements.

- F. Continued operation of an irrigation system that applies water to an impervious surface or that is in disrepair.
- G. Irrigation of lawns or landscaping when it is raining.
- H. Overfilling of any pond, pool, or fountain which results in water discharging from the pond, pool, or fountain.
- I. Failure to contact a repair contractor and deliver a repair schedule to the Association within 5 working days when a member discovers or is notified of leaks in pipes, faulty sprinklers, or other water-related fixtures, unless the Superintendent informs the Member that the leak must be repaired more quickly, in which case the Member shall use best efforts to repair the leak as soon as practicable.
- J. Using potable water from the Association Water System for compaction, dust control, or other construction purposes without first obtaining approval from the Superintendent as provided in the “New Construction” section of the Sallal Water Association Conservation Policy and a meter from the Association.
- K. Installing a non-recirculating system in any new automatic car wash or new commercial laundry system or failure to utilize current best management practices for water conservation that are industry standards.

### **Determination of Water Conservation Stages**

In determining the Association Water System’s water conservation stage, the Water Conservation Task Force shall determine whether the system’s water supplies available for potable/beneficial use are sufficient to meet the current water user demands on the system and shall consider, among other things:

- 1. The current relation of the cumulative water production volume to the Monthly Capacity Target volume;
- 2. Any variations in the reliability of the water supplies available to the Association Water System;
- 3. The success, or lack thereof, of previous declarations of a less stringent water conservation stage in achieving the water-use reductions sought by the Association;



4. Any agreements between the Association and local water purveyors for deliveries of additional water supplies to the Association; and
5. Any variations in weather, long-range forecasts, and natural events such as wildfires.

The Water Conservation Task Force will select the necessary stage for conservation.

### **Water Conservation Stages**

Water use restrictions during the various conservation stages shall, at a minimum, be as listed below and may be augmented by other restrictions as determined necessary by the Superintendent.

- A. During the stage zero conservation stage (basic stage, which will always apply), the following restrictions shall be enforced:
  1. Water will be used for beneficial uses; all wasteful use of water is prohibited.
- B. During the stage one conservation stage (the cumulative water production volume exceeds the Monthly Capacity Target volume by 5 to 9.9 percent), the following restrictions shall be enforced:
  1. All stage zero (basic stage) restrictions shall continue to be enforced, except to the extent they are replaced by more restrictive requirements imposed by this section.
  2. Landscape, lawn, and pasture irrigation, except drip irrigation, shall be limited to a maximum of 3 days per week based on the following odd-even schedule. Drip irrigation or soaker hoses may be used on any day. Irrigation of vegetable or flower gardens may be conducted on any day.
    - a. Water Users with street addresses that end with an odd number may irrigate only on Tuesdays, Thursdays, and Saturdays.
    - b. Water Users with street addresses that end with an even number may irrigate only on Wednesdays, Fridays, and Sundays.
    - c. No irrigation is permitted on Mondays.

3. Washing of streets, parking lots, driveways, sidewalks, buildings or other hardscape surfaces is prohibited, except as necessary for health, sanitation, or fire protection purposes.
  4. Watering of public and private streetscape landscaping (medians, frontage, and neighborhood entrances) is prohibited.
  5. No water from the Association Water System shall be used for construction purposes such as dust control, compaction, or trench jetting, unless the use is approved by the Superintendent.
- C. During the stage two conservation stage (the cumulative water production volume exceeds the Monthly Capacity Target volume by greater than 10 percent), the following restrictions shall be enforced:
1. All stage one restrictions shall continue to be enforced, except to the extent they are replaced by more restrictive requirements imposed by this section.
  2. Landscape, lawn, and pasture irrigation, except drip irrigation, shall be limited to a maximum of two days per week based on the following odd-even schedule. Drip irrigation or soaker hoses may be used on any day. Irrigation of vegetable or flower gardens may be conducted on any day.
    - a. Water Users with street addresses that end with an odd number may irrigate only on Tuesdays and Saturdays.
    - b. Water Users with street addresses that end with an even number may irrigate only on Wednesdays and Sundays.
    - c. No irrigation is permitted on Mondays, Thursdays, and Fridays.
  3. Use of water from the Association Water System to drain and refill swimming pools, artificial lakes, ponds, or streams is prohibited.
  4. Water use for decorative ponds and fountains is prohibited unless required to maintain existing vegetation, to sustain existing fish/animal life, or as necessary for public health reasons.
  5. New or expanded landscaping on properties is limited to drought-tolerant trees, shrubs, and ground cover and no new turf or grass shall be planted, hydroseeded, or laid.

6. Washing of automobiles or equipment shall be done at a commercial establishment that uses recycled or reclaimed water.
7. A Member shall contact a repair company to repair all water leaks within 24 hours of notification by the Superintendent or the service valve may be shut or service may be discontinued.
8. Flushing of sewers or fire hydrants is prohibited, except in case of an emergency and for essential operations.
9. Flushing of fire protection systems is prohibited, except during required maintenance or servicing of the system.
10. No water from the Association Water System shall be used for construction purposes such as dust control, compaction, or trench jetting, unless the use is necessary for fire protection system testing, maintenance, or acceptance by the Fire Chief.

## **NEW CONSTRUCTION**

Water for construction purposes obtained from the Association's water supply may only be used within the Association's existing Water Service Area. Water for dust control, compaction, and other construction activities shall be subject to the following conditions:

1. Use of water from the Association Water System for construction purposes shall require an Association-issued construction water meter and a refundable security deposit that includes a monthly meter rental fee as established by the Superintendent. Prior to such water use, the construction water user must obtain approval from the Superintendent to use the water for construction and agree to comply with all of the requirements of this policy. The Superintendent may impose such additional conditions on the use of such water including, but limited to, conditions regulating the purpose for the use of the water, rate of use, location, frequency and quantity of use, and such other conditions as deemed reasonably necessary by the Superintendent to effectuate the purposes of this policy. The construction meter shall be located by the Superintendent and shall only be relocated or removed by the Superintendent. Unauthorized relocation or removal of a construction meter shall be deemed theft and the offender shall be subject to the penalties set forth in the "Notice and Penalties" section of this policy.
2. Construction water shall only be drawn through a construction water meter. Construction water drawn through an unmetered connection shall be deemed theft of water and shall be grounds for the deposit on the construction meter to be forfeited. The offender shall also be subject to

the penalties specified the “Notice and Penalties” section of this policy. In the event the person identified as drawing water without a metered connection does not have a meter, the action shall be deemed theft and the offender shall be subject to the penalties specified in the “Notice and Penalties” section of this policy.

3. These requirements for construction water use may be modified or supplemented by other conservation measures as determined appropriate by the Superintendent for the declared conservation stage. The Superintendent may terminate the approval granted to use the construction water based on water use restriction stages, violation of the terms and conditions of use, and/or for conduct that amounts to wasteful use of water.

The requirements for any new construction shall be as follows:

1. Irrigation. All landscape beds, if irrigated, shall be irrigated with a drip irrigation system and not with an automatic sprinkler system.
2. Landscaping. All new landscaping shall be drought tolerant to the greatest extent possible.
3. All new commercial, industrial, and multi-family water users shall install separate domestic and irrigation meters whenever irrigation water will be used. Domestic and irrigation meters shall be owned by the Association and billed according to the Association’s Master Rate Schedule for the respective water usage classification.

## **IRRIGATION SYSTEM INSPECTIONS**

All Water Users with an irrigation only meter or a parcel over one acre with an irrigation system shall conduct an annual irrigation system inspection prior to the start of the irrigation season on May 1<sup>st</sup> of each year. This inspection is in addition to the annual backflow assembly testing that should be performed on the irrigation system backflow prevention device. The annual irrigation system inspection shall be performed by a Certified Landscape Irrigation Auditor or licensed landscape or irrigation contractor and the results forwarded to the Superintendent. Single-family residences are exempt unless the Superintendent determines there has been wasteful use of water on a Water User’s premises and the owner has either not corrected the condition or not contacted a contractor to correct the conditions within 5 days after the Association provided written notification to discontinue such practice.

Water Users that have a current irrigation system check-up on file with the Superintendent will be allowed one courtesy water waste warning before being deemed in violation of this chapter.

**UNAUTHORIZED WATER USE**

An unauthorized connection to the Association Water System shall be terminated by the Superintendent immediately and the offender shall be subject to the penalties specified in the “Notice and Penalties” section of this policy and the Association’s Rules and Regulations.

Unauthorized use of a fire hydrant for anything other than fire flows or permitted and metered construction water shall subject the offender to the penalties specified in the “Notice and Penalties” section of this policy and the Association’s Rules and Regulations.

**VIOLATION**

Water Users found in violation of this policy shall be subject to the penalties set forth in the “Notice and Penalties” section of this policy.

**ENFORCEMENT**

This chapter shall be enforced pursuant to the provisions of this policy, the Association’s Bylaws, the Association’s Rules and Regulations, and any other enforcement mechanism available to the Association under the applicable law.

Unless otherwise expressly provided in this policy, the Superintendent shall enforce the provisions of this policy.

The penalties that follow are not exclusive.

**Notice and Penalties**

The goal of the provisions of this policy are to achieve voluntary compliance from the Water User, and the Association will take reasonable measures to assure the Water User has information available to promptly and efficiently address water use issues. Where voluntary compliance cannot be achieved through initial contacts, education, and warnings, then appropriate administrative penalties and further action are required. Except as otherwise provided herein, consecutive violations for the same condition causing such violation of any provision of this policy during a calendar year shall be addressed as follows:

<b>Occurrence of Violation</b>	<b>Notice or Penalty</b>
First	Personal or written notification (or both) of the condition violating a provision of this policy with a request to correct the condition

Occurrence of Violation	Notice or Penalty
Second	Written notification and issuance of a notice to correct violation. Penalty of \$25 per day
Third	Penalty of \$50 per day

A. Penalties

1. Each of the remedies identified in the Association’s Rules and Regulations or authorized by law shall be available for enforcement of the provisions of this policy. Each day a violation of this policy continues, it shall be deemed a separate violation subject to the above penalties.
2. In addition to any other penalties provided by this policy, if a Water User of the Association Water System violates any of the water use restrictions during a stage one or two water conservation stage, and such conditions are not corrected within five days after the Water User is given written notice, the Association is authorized to do any or all of the following:
  - a. If the parcel has over 2,500 square feet of landscaping and the parcel does not have a separate irrigation meter, the Association may require that an irrigation meter be installed. Costs for the water meter, connection charge, and for any required cross-connection controls and installation, shall be paid by the property owner.

B. Appeal. Any appeal of administrative penalties imposed pursuant to this policy, any order to install a mandatory water meter, or any other orders or decisions of the Superintendent shall be appealable to the Board. A written appeal must be received by the Association’s business office to be given to the Board at which time the member’s concerns will be placed on the agenda for discussion at the next scheduled Board meeting. Such an appeal must be submitted within 14 days of the Water User’s receipt of the notice of the penalties being appealed. Such appeal shall clearly state the factual and/or legal basis for such appeal and be accompanied by a \$35.00 appeal fee. The Association’s business office shall forward that appeal to the Board, the Superintendent, and the Association’s attorney. The Board shall make best efforts to issue a decision on such appeal within 30 days of the date such appeal is filed with the Association’s business office. The Board’s decision shall be the final administrative decision and there shall be no further right of appeal.

## **Remedies Cumulative**

The remedies set forth in this policy are cumulative to any other remedy available to the Association. Pursuit of one remedy shall not preclude any other remedy, and nothing contained in this policy shall limit or be deemed to prevent the Association from pursuing any other remedy available to the Association under the Association's Bylaws, Rules and Regulations, or other applicable law.

## **VARIANCES**

In unusual circumstances, application of this policy may cause unnecessary hardships or results or adversely impact public recreational activities which promote economic development, such as a public sporting event. Such impacts are inconsistent with this policy's purposes and intent. Therefore, exemptions and variances to some of the requirements of this policy may be appropriate as delineated below. Variances for reasons relating to new landscaping will not be granted.

- A. Authority to Grant Variances. The Superintendent may grant variances from this policy's provisions for up to 10 days during conservation stage zero, one, or two as specified in the "Water Use Restrictions" section of this policy.
- B. Other Variances. Water Users who seek a variance from this policy, shall submit to the Board a written request for variance, setting forth, in detail, the extraordinary circumstances that support the application. The Board may approve the application in their discretion; provided, that the variance allows the applicant to use only the minimum amount of water in addition to that allowed by this policy that the Board reasonably believes is necessary to satisfy the circumstances that support the application. Any such variance shall terminate one year after its issuance, subject to an application for its renewal.

## **FIRE AND OTHER EMERGENCIES**

Nothing in this policy limits or may be construed as limiting the availability of water for extinguishing fires, meeting the demands of any other similar emergency, preventive measures for fire and wildfire protection, or routine inspection and maintenance of fire hydrants.

## **BOARD OF TRUSTEES REVIEW**

The Water Conservation Task Force will provide annual water reports to the Board showing summarized consumption data for the year compared to previous years for the purpose of determining the effectiveness of the policy.