



# -POLICY DOCUMENT- SUSSEX COUNTY ENGINEERING DEPARTMENT

Adopted by County  
Council on 7/21/2015

## POLICY FOR NEW SEPTIC SYSTEM RELIEF

### **Purpose**

The purpose of this policy is to provide monetary relief to a qualified property owner who has paid more than \$10,000 to install or upgrade their on-site septic system in the past five years from the date of connection to a Sussex County sewer district.

Guidelines and procedures that will be used to provide relief to residents are included in this policy. The intent of the policy is to provide monetary relief to a resident that has recently installed a septic system and is now required to connect to a Sussex County sewer district, but at the same time, not pass the burden on to the other users of the sewer district.

### **Scope**

This policy shall apply to property owners that are required to connect to a Sussex County sewer district and can show a financial need. Financial eligibility is based on the current medium household income for Sussex County. Property owners must have proof that they paid more than \$10,000 to install or upgrade their on-site septic system in the past five years from the last required date to connect.

While this policy does not cover every possible situation, it establishes adequate guidelines for employees and officials to make appropriate and consistent judgments regarding connection fee relief.

### **Policy**

It is the intent of the County to provide affordable sewer to the residents of Sussex County.

### **Procedures**

The following steps shall be taken in order to provide monetary relief to the property owner:

1. The property owner shall complete a provided application form and provide a proof of purchase of the recently installed or upgraded septic system. The proof of purchase must include date, amount and description.
2. The septic system must be in proper working order with no reported failures.
3. The property owner must stay current of all debts owed to the County.
4. The property is not in any County Code violations.
5. The property owner must provide a copy of the DNREC permit that allowed the installation or upgrade of the septic system.

6. The property owner shall connect to the County sewer system by the date specified in the notice received from the Sussex County Engineering Department.
7. The property owner will be responsible for the abandonment of the existing on-site septic system per Department of Natural Resources and Environment Control (DNREC) guidelines.
8. The County will delay the Property Owner's System Connection Charge payment for up to 5 years or until the parcel property is sold or transferred, whichever occurs first. The County will place a lien on the property that will be paid during the transfer of the property. The amount of System Connection Charge to be paid shall reflect the rate in effect when the property connected.
9. The County will grant the annual Front Foot Assessment charge up to five years based on the following schedule:

Installed or upgraded the system within five years from the required date of connection – grant one year of front footage assessment

Installed or upgraded the system within four years from the required date of connection – grant two years of front footage assessment

Installed or upgraded the system within three years from the required date of connection – grant three years of front footage assessment

Installed or upgraded the system within two years from the required date of connection – grant four years of front footage assessment

Installed or upgraded the system within one year or less from the required date of connection – grant five years of front footage assessment

10. Standard service charges will be paid by the property owner beginning at the time of connection.