

		West Virginia Department of Health and Human Resources			
		MANUAL OF ENVIRONMENTAL HEALTH PROCEDURES			
Section	Drinking Water	Date	January 23, 2007	Procedure #	DW-20
Subject	Permits to Construct Water Line Extensions			Page	1 of 2

The [Public Water Systems Rule, 64 CSR 03](#), requires that a permit to construct be obtained from the Department for all construction, renovation, or alteration of a public water supply system. However, in accordance with Subsection 4.8 of the Public Water Systems Rule, a permit to construct is not required for minor extensions where the system is not significantly impacted.

The Environmental Engineering Division (EED) must be notified in writing ten (10) days prior to the initiation of any construction, regardless of whether a permit to construct will or will not be required. The notification must include the location, size, number of customers and extent of the proposed extension.

The following guidelines are to be followed in determining if a permit to construct is required:

1. A permit to construct is not required for water service lines serving single family dwellings. However, special approval will be required for connection to systems under moratorium.
2. A permit to construct will not be required for water line extensions provided all of the following conditions are met:
 - a. The extension is constructed by or under the direct supervision of, and will be owned and operated by, a municipality, public service district, or other utility regulated by the West Virginia Public Service Commission.
 - b. The extension is constructed in accordance with the [Public Water Systems Design Standards, 64 CSR 77](#), is flushed, disinfected and bacteriologically sampled prior to being placed in service.
 - c. The extension will not serve more than 25 dwelling units.
 - d. The length of the extension does not exceed 1000 feet.
 - e. No portion of the extension is greater than 6 inches in diameter.
 - f. No fire hydrants are to be installed.
 - g. The pressure at the connection to the existing system is 40 psi or greater and the minimum pressure throughout the extension (as calculated) is 30 psi or greater.

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- h. There are no sewer line crossings or sewer lines, septic tanks, or other sources of contamination within 10 feet, or septic tank drain fields within 50 feet.
 - i. There are no stream crossings or unusual conditions involved.
 - j. There are no booster stations, pressure reducing stations, or treatment or storage facilities included.
- 3. A permit to construct will not be required for connection of a single commercial, apartment, or public building to a public water system providing the conditions of Section 2.b. are met.
- 4. A permit to construct will be required for multiple building complexes having on-site water lines.
- 5. The EED may, in some cases, require a permit to construct for proposed extensions which appear to meet the conditions of Sections 1, 2, and 3, in order to insure that the extension conforms to appropriate regulations and design standards.
- 6. Construction of a large extension in small segments without first obtaining a permit to construct is considered a circumvention of the regulations and a violation thereof.

References [64 CSR 03, Public Water Systems Rule](#)
 [64 CSR 77, Public Water Systems Design Standards](#)

History Replaces DW-20 dated October 2, 1986

Attachments