



***REMODELING?
ADDITIONS OR OTHER CHANGES TO YOUR PROPERTY?***

ASK BEFORE YOU START.

DISTRICT STAFF
281-367-5383 EXT. 110 or 121

ARE YOU PLANNING TO DO ANY OF THE FOLLOWING?

REMODEL
RE-DEVELOP EXISTING FACILITIES
NEW DEVELOPMENT
ADD OR DEMOLISH A POOL
POUR ANY CONCRETE
MODIFY DRAINAGE
BUILD A STRUCTURE
DEMOLISH A STRUCTURE
PLUMBING MODIFICATIONS
OTHER SITE MODIFICATIONS

BE INFORMED, KNOW THE RULES AND REGULATIONS BEFORE YOU START.



REMODELING? ADDITIONS OR OTHER CHANGES TO YOUR PROPERTY?

The District has rules and regulations and has an adopted *Rate Order* to guide owners and businesses when they are remodeling and/or have changes to their property, such as adding concrete, adding structures, demolitions, etc. Reference the entire *Rate Order* at www.smcmud.com.

WHEN IN DOUBT, ASK.....

Following is a quick reference (not all inclusive of all rules and regulations) to follow when remodeling and/or making other changes to your property:

1. DEMOLITIONS AND RE-DEVELOPMENTS

A. DEMOLITIONS

- i. Notify the District at 281-367-5383 before removing any structures that connect to the District's facilities.
- ii. Pay *Demolition Inspection Fee*.
- iii. Locate existing sewer service connection at property line, cut, plug, and leave open for District Operator to inspect. Call 281-367-5383 ext. 111 for inspection.
- iv. After inspection by District Operator, backfill and mark pipe per *Rate Order*.
- v. Water service shall be terminated, and the meter removed until re-development occurs and is approved by the District.

B. RE-DEVELOPMENTS

- i. Notify the District at 281-367-5383 prior to any re-development of any property in the District.
- ii. Complete and submit the *Application for Utility Service*, fees, and required documents.

2. SITE MODIFICATIONS

A. APPLICATION AND SUBMITTAL

- i. Notify the District at 281-367-5383 prior to performing any changes to the property.
- ii. Complete and submit the *Site Modification Application*, fees, and required documents.

B. PLAN REVIEW AND APPROVAL

- i. The General Manager will review to determine if the maximum impervious cover meets the drainage criteria of the District.
- ii. The General Manager will evaluate existing water and sewer capacity and the proposed capacity to determine if additional impact fees are required for the addition/remodel.
- iii. If required, a *Commitment Letter* will be issued outlining conditions for approval.

C. CONSTRUCTION

- i. The General Manager should be notified 24 hours in advance when forms will be placed for new concrete, asphalt, or other impervious cover to ensure they match the approved plans.
- ii. The developer/owner will pay the *Drainage Inspection Fee* for inspection to occur of the forms prior to placing concrete, asphalt, or other impervious cover.

D. PLUMBING EXHIBITS AND PROJECT CLOSEOUT

- i. Re-piping of interior plumbing requires that the contractor submit all required plumbing exhibits/certifications prior to requesting the post-construction inspection by the General Manager.
- ii. Schedule final inspection. Confirm no damage to District's facilities.
- iii. Ensure service account has been setup properly as residential and/or commercial.
- iv. Ensure service account deposit for utility service account is paid.

Ask.....are there deed restrictions and/or other entities that may require the developer/owner to get approval?

Southern Montgomery County

Municipal Utility District

25212 Interstate 45
Spring, Texas 77386
Phone 281/367-5383
Fax: 281/298-1657

DATE: January 20, 2021
TO: Residents and Businesses of Southern Montgomery County MUD
FROM: Board of Directors
RE: Re-Developments and Site Modifications (Additions, Modifications, or Remodeling)

Southern Montgomery County Municipal Utility District (SMCMUD – the “District”) provides water, wastewater, and drainage services to your property. It is imperative as a resident and/or business owner that if you are thinking about demolishing or modifying any structures on your property or converting it from a residence to a business, that you are aware that the District has rules and regulations that must be followed to prevent penalties from being imposed and/or the termination of water and sewer services from occurring. Residents and business owners should also be informed and aware that each subdivision may have existing deed restrictions that must be followed when making changes to any structures on your property. It is the owner’s responsibility to ensure that the necessary approvals are received from all entities before any site modification/project is started. Other entities may include, Homeowners Associations, Civic Associations, TxDOT, Montgomery County, Montgomery County Drainage District No. 6, and/or others.

The District is fortunate in that it continues to grow and that property values are impacted by the growth. The Board recognizes that with an increase in businesses, employment opportunities grow as well. With the growth, comes challenges and planning requirements. SMCMUD’s water and sewer systems are over 45 years old. It is important for the community to understand that when residences are converted to commercial, there is an additional strain on the District’s facilities. This is caused by the increase in sewage flows and water demands. When unapproved site modifications occur, increased impervious areas impact drainage. Approximately 20 years ago, SMCMUD began providing drainage relief by working with the TxDOT and Montgomery County to install underground storm systems designed to carry runoff from major storm events. The drainage facilities were designed for properties where the majority of the lot has a grassy pervious area. When properties re-develop, concrete and rooftops often replace the grassy areas, causing road ditches to flood and water to backup into yards and structures. The District, through their current site modification plan review process, is trying to help protect your property and your neighbors from incurring drainage issues, while also making sure that everyone has enough available drinking water and sewer capacity in the system to serve the needs of the community.

Therefore, please note that SMCMUD’s *Rate Order* requires residents and business owners who are modifying any structures on their property to follow the rules and regulations established. Following is an excerpt of the rules and regulations from the District’s *Rate Order* as approved by the Board of Directors:

Section 4: Commercial Tract Development Procedures (Including Residential)

A. Demolitions and Re-Developments

1. *Demolitions: The property Owner or Developer shall notify the District prior to removing an existing structure (residential or commercial) that is connected to the District’s facilities. A demolition inspection fee shall be paid to the District according to Appendix “C”. The property owner shall locate the existing sewer service connection at the property line, cut and plug the pipe and leave the trench open for the District Operator to inspect. After approval by the District Operator, the hole shall be filled and location of the end of pipe marked by a 4”x4” post or 4” PVC pipe for future reference. Water service to the property shall be terminated and the water meter shall be removed until all procedures for the re-development have been met according to Section C.2.*
2. *Re-Development: The Developer or property Owner shall notify the General Manager prior to any Re-development of property serviced by the District. If the existing building or home is to be modified, re-modeled or expanded and includes a new building structure with new plumbing between the proposed structure and existing service or requires a new service tap (sewer or water), the Owner or Developer shall have site plans prepared by a registered professional engineer in the State of Texas and submitted to the District according procedures outlined in Section 4.B.*

B. Site Modifications

- 1. Application and Submittal: The Developer or property Owner shall notify the General Manager prior to any site modifications to a property serviced by the District. The Developer or property Owner will submit to the General Manager plans indicating the extent of improvements for review. The General Manager will determine if the project will require a full analysis of capacity or drainage mitigation or a cursory review. It will be up to the discretion of the General Manager to determine if application fees are required for the review or be waived based on the extent of the project improvements. Projects that include the addition of a concrete, asphalt or other impervious cover to the driveway or parking lot, or structure addition without external plumbing, will submit the Site Modification Application, a copy of the modified floor plans, and a site survey map (provided to Owner at purchase of property or most recent survey showing existing features). Application fees (if the General Manager determines are appropriate) will be paid according to Appendix "C".*
- 2. Plan Review and Approval: The General Manager will review the drawings and evaluate proposed drainage conditions to determine if maximum impervious cover will be exceeded according to the drainage criteria outlined in Appendix "D". The General Manager will also perform an analysis of existing water and sewer capacity and proposed capacity to assess if additional impact fees are required for the new addition or re-model. A new assignment of capacity will be issued according to the projected new use of the property based on single-family equivalent connections. A Commitment letter will be issued outlining conditions for approval and if inspections or impact fees are required for the project. The new assignment of capacity will be reviewed annually by the District.*
- 3. Construction: The General Manager will be notified when forms have been placed for new concrete, asphalt or other impervious cover to confirm the proposed improvements match the approved plans. The Owner will notify the General Manager 24 hours in advance of requiring the inspection. The developer or property owner will pay a drainage inspection in accordance with Appendix "C" for the General Manager or District Operator to inspect the forms before placing concrete, asphalt or other impervious cover.*
- 4. Plumbing Exhibits and Project Closeout: If the project includes re-piping of interior plumbing, the Contractor shall complete and submit all required plumbing exhibits/certifications, and file them with the General Manager prior to requesting a Post-Construction Inspection. Once all plumbing exhibits are submitted, a final inspection (after all improvements have been completed) will be performed to verify no District facilities have been damaged. Residential homes being converted to offices or other commercial uses will have the water accounts changed to commercial services and the customer deposit upgraded to the minimum commercial deposit (as shown in Appendix "C").*

C. Deed Restriction Enforcement

The District may enforce real property restrictions pursuant to Section 54.237, Texas Water Code. Restrictions to be enforced shall include those in properly recorded covenants, property restrictions, plats deeds, plans, and other instruments affecting real property that have not been abandoned, waived or properly rescinded. The District may take all actions necessary to enforce a restriction or any agreement as it affects the value of the property or adjacent properties, settlement agreement or court judgement associated with such enforcement including the termination of service pursuant to Subsection 23.B.1(e). Any and all agreements, settlement agreements and court judgments associated with deed restriction enforcement considered a part of this Order, and breach of such agreements, settlement agreements or court judgments will be a violation of this Rate Order.

Residents and business owners in the District should be aware that failure to follow the above procedures is considered a violation of the Rate Order and the owner or contractor will be subject to the minimum penalties as shown under Appendix "C" of the District's Rate Order and/or termination of service. Please contact Donna Smith at donna@smcmud.com for further guidance.

The complete *Rate Order* and meeting agendas are posted on the District's website at www.smcmud.com. If you have any questions or concerns about SMCUD, please contact our General Manager, Kim Wright at kim@smcmud.com or visit us at our monthly Board Meeting.

Sincerely,

SOUTHERN MONTGOMERY COUNTY MUD
Board of Directors