

Enclosure 2

Backflow Prevention and Cross Connection Control

The Water Division shall adhere to the Uniform Plumbing Code (and amendments thereto), and Kansas Statutes 65-163a and 65-171y regarding protecting our municipal water supply from pollution or contamination due to cross connection. The Division shall also adhere to the City of Topeka Codebook Chapter 26, Backflow Prevention and Cross Connection Control, with the following exceptions:

- Licenses and permits required for lawn irrigation installations inside the City limits are not required for outside City¹ installations. However, a lawn irrigation system application, including plans, must be completed for either inside or outside City installations.
- Inspections of backflow preventer devices or assemblies within structures, buildings or premises required inside the City limits are not required for outside City locations.

The following is a summary of the areas of responsibility of the Water Division and the Development Services Division in relation to backflow prevention, cross connection control and lawn irrigation system installations. Water Division responsibilities are detailed further within this policy. This policy and any Water Division supporting documents referenced herein, i.e., lawn irrigation installation procedures, shall be made available on the City's web site and updated as necessary.

Responsibilities of the Water Division:

- Enforce the backflow prevention and cross connection control program for the entire City of Topeka potable water supply system.
- Establish fees to be assessed when a connection to the outside City potable water supply system is made via installation, replacement or repair of a lawn irrigation system or a backflow prevention device or assembly, and maintain such fees on a fee schedule.
- Maintain backflow assembly/device installation requirements for installations connected to the entire City of Topeka potable water supply system.
- Schedule and perform inspections of installations, replacements and repair of backflow preventers connected to the entire City of Topeka potable water supply system on existing construction.
- Inspect installations and replacements of lawn irrigation systems connected to the entire City of Topeka potable water supply system on existing lawn irrigation systems, and also on new outside City lawn irrigation systems.
- Investigates lawn irrigation systems installed inside the City limits without permits, and issues associated violations.
- Maintain a list of approved backflow training courses.

¹For the purpose of this policy, the term "outside City" shall mean those sections of the City of Topeka's potable water supply system which are located outside the City limits.

- May offer in-house backflow training courses.
- Maintain a database to track all backflow prevention assembly or device installations connected to the entire City of Topeka potable water supply system, and their locations.
 - Maintain a schedule of testing for each backflow prevention assembly or device.
 - Provide testing notices for backflow prevention devices or assemblies.
- Process and approve/disapprove applications for lawn irrigation system installations connected to the entire City of Topeka potable water supply system, including reviewing plans for such installation, and provide approval to Development Services Division or disapproval to the lawn irrigation contractor.
- Maintain lawn irrigation system installation procedures for installations connected to the entire City of Topeka potable water supply system.

Appeals of determinations made by the Water Superintendent for the cross connection control and backflow prevention program outside the City limits may be appealed to the Public Works Director if controversy arises. The Water Superintendent shall be notified of all such appeals and the resolution.

Responsibilities of the Development Services Division:

- Issue permits and licenses to:
 - Plumbing Contractors
 - Backflow Testers/Technicians
 - Lawn Irrigation System Contractors, per lawn irrigation system installation applications as approved by the Cross Connection Control Inspector.
- Establish fees to be assessed for the permits, licenses and inspections for installations, replacements, and repair of backflow preventers and lawn irrigation systems performed inside the City limits.
- Schedule and perform inspections of installations, replacements and repair of backflow preventers and lawn irrigation systems performed inside the City limits on new construction.
 - Verify non-installation for denied applications.

Backflow Training:

A list of approved training courses will be maintained by the Water Superintendent as follows:

Approved training courses shall include, but are not limited to, backflow/cross connection training courses offered by the American Society of Safety Engineers (ASSE), the Plumbing-Heating-Cooling Contractors Association (PHCC) and the American Water Works Association (AWWA). Any organization or individuals (other than the ASSE, PHCC and AWWA) desiring approval shall submit to the

¹For the purpose of this policy, the term “outside City” shall mean those sections of the City of Topeka’s potable water supply system which are located outside the City limits.

Water Superintendent their course curriculum, test laboratory equipment list and their curriculum testing procedures. Certification requirements shall be:

- Initial certification requires attendance at an accredited training session and a passing score on a written examination.
- Re-Certification requires attendance at an accredited re-certification training session is required every three (3) years.
- Re-Certification by Examination Only: A currently certified tester/repair technician will not be required to attend a re-certification session if a written and practical examination, administered by the Water Division, is successfully passed.

As staffing schedule permits, backflow certification and re-certification training may be offered in-house by the Cross Connection Inspector. Fees for such training shall be established by the Water Superintendent and maintained on the [City of Topeka Utilities Fees and Charges Schedule](#).

Installations/Replacements/Repairs of Backflow Prevention Assemblies/Devices Inside the City Limits:

Backflow preventers shall only be installed or replaced by individuals who have successfully completed a backflow training course and obtained a license from the Development Services Division. Per City Codebook, only Topeka licensed plumbers employed by a Topeka licensed plumbing contractor shall install backflow preventers; certified backflow/tester technicians may replace and repair existing backflow preventers.

The Cross Connection Control Inspector shall maintain specifications for installation of backflow prevention assemblies and devices.

Outside City Installations/Replacements/Repairs of Backflow Prevention Assemblies/Devices:

Only plumbing contractors with proof of comprehensive commercial general liability insurance in the amount of \$300,000 shall install backflow preventers. Certified backflow/tester technicians may replace and repair existing backflow preventers.

The Cross Connection Control Inspector shall maintain specifications for installation of backflow prevention assemblies and devices.

Backflow Preventer Testing Notice:

The Cross Connection Control Inspector shall maintain a schedule of testing for each assembly or device as approved by the Water Superintendent. The Cross Connection Control Inspector shall provide written notice to those service location addresses which include an approved backflow prevention assembly or device. The notice shall advise the owner, or authorized agent of the owner, of a building or premises that the (1) backflow prevention assembly or device is due for testing, (2) due date, (3) results must be provided to the Water Division, and (4) water service may be subject to

¹For the purpose of this policy, the term “outside City” shall mean those sections of the City of Topeka’s potable water supply system which are located outside the City limits.

interruption for failure to complete the testing and provide the results to the Water Division.

Cross Connection Control Fees:

1. Lawn irrigation system contractors shall be assessed an installation fee, in accordance with the [City of Topeka Utilities Fees and Charges Schedule](#), on all residential and commercial irrigation systems installed outside the City limits; a backflow prevention connection fee shall be included in this charge. All lawn irrigation system drawings shall be inspected to ensure protection of the public water supply from cross connection.
2. Plumbers shall be assessed a backflow prevention connection fee, in accordance with the [City of Topeka Utilities Fees and Charges Schedule](#), for new installation of a backflow preventer installed at residential and commercial properties located outside the City limits unless previously paid by a lawn irrigation system contractor.

¹For the purpose of this policy, the term “outside City” shall mean those sections of the City of Topeka’s potable water supply system which are located outside the City limits.