

THREE LAKES WATER ASSOCIATION

Water Users Policy

Revised June 2026

I. Water Users Policy Purpose

A. This policy sets forth rules and regulations for water use by Members and their properties connected to the potable water system owned and operated by the Three Lakes Water Association, a nonprofit corporation, hereinafter called the Association.

II. Membership and Association Conditions

A. As a condition of receiving water service from the Association, Members shall adhere to the rules and regulations contained herein, as presented in Association By-laws, Association Articles of Incorporation and local, state and federal regulations applicable to the connection to and receiving service from a potable water system.

B. The Association shall furnish, subject to the limitations set out in the By-laws and those hereinafter provided for, such quantity of water as the Member may desire in connection with his/her occupied property.

C. Members shall install and maintain at his/her own expense a service line which shall begin at the Association's meter and extend to the approved dwelling or place of use. The service line shall connect with the distribution system of the Association at the nearest place of desired use by the Member, provided the Association has determined in advance that the system is of sufficient capacity to permit delivery of water at that point. Members shall install and maintain a private pressure reducing valve on their private service line to limit pressure to 80 pounds per square inch (psi) or lower as desired, or as otherwise required by local code. Members should also install a private shut-off valve on their private service line between the meter and the connection to the water system plumbing for structure(s) on the property.

D. Members shall pay for water service at such rates, time, and place as shall be determined by the Association, and shall be subject to the penalties for non-compliance with the above as determined by the Association, including the provision stated below. Current rates, fees, and charges are set forth in the Association's Revenue Policy. Members may also contact TLWA staff directly at customerservice@3LWA.org for rate and billing inquiries.

E. Service Connections and Meters

The Association shall provide and install a shut-off valve and a water meter for each service connection, all at the Member's expense. The Association shall have exclusive right to use such shut-off valve and water meter. Members shall be fully responsible for any damages or other consequences, whether to public or private property, or to the Association water system, as a result of the Member's operation of the Association's shut-off valve.

Service connections are governed by the following rules, consistent with Snohomish County regulations and Washington State law:

- 1. Principal Dwelling:** Each tax parcel shall be served by one (1) service connection and meter for the principal dwelling unit, unless otherwise specified herein.
- 2. Attached Accessory Dwelling Units (ADUs):** An Accessory Dwelling Unit (ADU) that is structurally attached to the principal dwelling unit with at least one shared common wall does not require a separate service connection or meter. The attached ADU may share the existing service connection and meter of the principal dwelling unit. The Member remains responsible for all water charges billed through the shared meter. Documentation must be provided to the Association demonstrating that the water supply is adequate to serve both the principal unit and the attached ADU.
- 3. Detached Accessory Dwelling Units (DADUs):** A Detached Accessory Dwelling Unit (DADU) — a dwelling unit that is physically separated from and located in a different structure than the principal dwelling — requires its own dedicated service connection and meter. The Member must apply for a new service connection with the Association prior to construction or occupancy of the detached ADU. Connection fees and ongoing service charges applicable to a new service connection shall apply and are set forth in the Association's Revenue Policy. Questions regarding applicable fees may be directed to TLWA staff at customerservice@3LWA.org.
- 4. Water Adequacy:** For any ADU — attached or detached — the Member must provide documentation, Letter of Water Availability obtain from the Association, showing the proposed accessory dwelling unit has physical and legal access to water that is potable and of adequate flow, consistent with Snohomish County Code (SCC 30.28.010) and applicable Washington State Department of Health requirements.
- 5. No Unauthorized Connections:** Except as expressly permitted under items 2 and 3 above, no Member may allow additional connections to their service line for the purpose of supplying water to another dwelling or place of use.

F. The Association shall have final jurisdiction in any question of location of any service line connection to its distribution system; shall charge additional base rates

per meter size plus overages and/or shut-off Member's meter who allows additional connections to their service line in violation of this policy; shall determine the allocation of water to Members in the event of a water shortage; and may shut-off water to a Member who allows a connection or extension to be made to his/her service line for the purpose of supplying water to another dwelling or place of use outside of the permissions granted by this policy. In the event the total water supply shall be insufficient to meet all of the needs of the Members, or in the event there is a shortage of water, the Association may pro-rate the water available among the various Members on such basis as is deemed equitable by the Board of Trustees and may also post a schedule of hours covering use of water for garden purposes by particular Members and require adherence thereto or prohibit the use of water for garden purposes; provided that, if at any time the total water supply shall be insufficient to meet all of the needs of all of the Members, the Association must first satisfy all of the needs of all Members for domestic purposes before supplying any water for livestock purposes and must satisfy all the needs of all Members for both domestic and livestock purposes before supplying any water for garden purposes.

G. Members shall comply with the requirement of the Washington State Department of Health, such that no other present or future source of water will be connected to any water lines served by the Association's waterline and that Member shall disconnect from his/her present water supply prior to connecting to and switching to the Association's system.

H. The Member may connect his/her service lines to the Association's distribution system and may commence to use water from the system on the date that the water is made available to the Member by the Association. Water service charges to the Member, whether or not the Member has completed the service line connection, shall commence on the date that the service is made available and the meter is in place.

I. The failure of a Member to pay water charges duly imposed shall result in the automatic imposition of the following penalties:

- 1.** Non-payment from the due date will be subject to a late penalty per the Revenue Policy.
- 2.** Continued non-payment will result in the water being shut-off from the Member's property per the Revenue Policy.
- 3.** In the event it becomes necessary for the Association to shut-off the water from a Member's property, disconnection and reconnection fees will be charged as established in the Revenue Policy. For the current fee schedule, please contact TLWA staff at customerservice@3LWA.org.
- 4.** In the event it becomes necessary for the Association to pull the meter and terminate or revoke Member's share for nonpayment, a registered letter will be

sent to that effect. For the Member's share and service to be reinstated, all past through current base and water volume charges, including costs for pulling and reinstalling the meter, must be paid in full. Applicable reinstatement fees are set forth in the Revenue Policy.

Note Regarding Applicable Laws and Regulations

The ADU service connection provisions of this policy are consistent with the following applicable authority:

- Snohomish County Code (SCC) § 30.28.010 – Accessory Dwelling Units
- Snohomish County Planning & Development Services Assistance Bulletins #12 (Detached ADUs) and #13 (Attached ADUs), revised June 2025
- RCW 36.70A.696 – Washington State Growth Management Act, Accessory Dwelling Units
- WAC 246-290 – Washington State Department of Health, Group A Public Water Systems

Members with questions regarding ADU service connections are encouraged to contact TLWA staff at customerservice@3LWA.org prior to initiating any ADU construction or permit application.