CITY OF SHELTON, WASHINGTON
OF MASON COUNTY

CROSS CONNECTION CONTROL POLICY

September 2011

Authorized by City of Shelton Resolution #1026-0811
## CITY OF SHELTON

### CROSS CONNECTION CONTROL POLICY

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Pursuant to Washington Administrative Code (WAC) 346-290-490, or as amended, it is the responsibility of the City of Shelton to protect its drinking water by instituting and enforcing a cross connection control program. NOW, THEREFORE, THE CITY OF SHELTON OF MASON COUNTY, WASHINGTON STIPULATES AS FOLLOWS:

1:01 DEFINITIONS

Except where specifically designated herein, all words used in this document shall carry their customary meanings. Words used in the present tense include the future and plural words include the singular. The work "shall" is always mandatory, and the word "may" denotes a use of discretion in making a decision. Any definition not found in this section will take its meaning from the WAC (246-290), or as amended, or in the most recent edition of the Manual of Cross Connection Control published by the Foundation for Cross Connection Control and Hydraulic Research, University of Southern California or recommended practice for Backflow Prevention and Cross Connection Control (M14) published by American Water Works Association.

1. "Agreement" shall mean all agreements for service installation, meters and special service with any person, firm or corporation, or the authorized agents thereof.

2. "Air gap" shall mean a physical separation between the free-flowing end of a potable water supply pipeline and the overflow rim of an open or non-pressure-receiving vessel. To be an "approved air gap," the separation must be at least twice the diameter of the inlet piping (supply pipe) measured vertically, and never be less than one (1) inch. When located near walls, the air gap separation must be increased.

3. "Approved backflow prevention assembly" or "backflow assembly" or "assembly," shall mean an assembly to counteract backpressure or prevent backsiphonage. This assembly must appear on the list of approved assemblies issued by the Washington State Department of Health. The assembly must be purchased and installed as a complete unit including two shut-off valves and test cocks.

4. "Auxiliary supply" shall mean any water source or system other than the City of Shelton's water. This will include, but is not limited to, wells, streams, ponds, and irrigation ditches. These waters may be contaminated or polluted, or they may be objectionable and constitute an unacceptable water source over which the water purveyor does not have sanitary control.

5. "Backflow" shall mean the flow of water or other liquids, gases or solids from any source back into the distribution system. The flow of water in the opposite direction of its intended flow.
(6) "Backflow Assembly Tester" shall mean a person holding a valid BAT certificate issued in accordance with the Washington Administrative Code 246-290-490 and the RCW 18.106, 18.27, and 70.119.

(7) "Backpressure" shall mean backflow due to water pressure on the downstream side of the meter. Water pressure higher than the supply pressure, caused by a pump, elevated tanks, building, boilers, or any other means that may cause backflow.

(8) "Back siphonage" shall mean backflow due to a negative or reduced pressure within the public potable water supply.

(9) "Building Inspector" shall mean the City of Shelton Building Inspector.

(10) "City" shall mean City of Shelton.

(11) "Closed system" shall mean any water system or portion of a water system in which water is closed to atmosphere.

(12) "Connection" shall mean any physical connection to the City water system by any water service of any private water system or pipeline extension.

(13) "Contamination" shall mean the entry into or presence in a public water supply system of any substance, which may be harmful to health and/or quality of the water.

(14) "County" shall mean Mason County.

(15) "Cross connection" shall mean any physical arrangement where a public water system is connected, directly or indirectly (actual or potential), with any other non-drinkable water system or auxiliary system, wells, sewer, drain conduit, swimming pool, storage reservoir, plumbing fixture, swamp coolers, or any other device which contains, or may contain, contaminated or polluted water, sewage, used water, or other liquid of unknown or unsafe quality which may be capable of imparting contamination or pollution to the public water system as a result of backflow. Bypass arrangements, jumper connections, removable sections, swivel or changeover devices, or other temporary or permanent devices through which, or because of which, backflow may occur are considered to be cross connections.

(16) "Cross Connection Specialist" or "CCS" shall mean a person holding a valid CCS certificate issued in accordance with the Washington Administrative Code who is employed by the City or under contract with the City.

(17) "Degree of hazard" shall mean the low or high hazard classification that shall be attached to all actual or potential cross connections.
(18) "Distribution system" shall mean all piping components of the City’s system that serve to convey water from transmission mains linked to source, storage, and treatment facilities to the consumer excluding individual services.

(19) "DOH" shall mean Washington State Department of Health.

(20) "Double check valve assembly" or "double check assembly" or "double check" or "DCVA" or "DC" shall mean an assembly, which consists of two independently operating check valves, which are spring-loaded or weighted. The assembly comes complete with a shut-off valve on each side of the checks, as well as test cocks.

(21) "Double check detector assembly" or "DCDA" shall mean an assembly that consists of two independently operating check valves that are spring-loaded or weighted. The assembly comes complete with a shut-off valve on each side of the checks, as well as test cocks to test the checks for tightness. It shall also be provided with a factory bypass arrangement with a meter and a minimum of an approved double check assembly.

(22) "Health hazard" shall mean an actual or potential threat of contamination, death or illness, spread of disease, of a physical, toxic or biological nature that would be a danger to health.

(23) "in-premises protection" shall mean a method of protecting the health of consumers served by the customer’s plumbing system (i.e., located within the property lines of the customer’s premises) by the installation of an approved air gap, backflow prevention assembly at the point of hazard.

(24) "Inspector", "Surveyor" or "Specialist" shall mean a person holding a valid CCS certificate issued in accordance with the Washington Administrative Code, who meets the stipulations in this Policy.

(25) "Local Administrative Authority" or "LAA" shall mean the local official, board, department, or agency authorized to administer and enforce the provisions of the Uniform Plumbing Code and all other plumbing codes recognized by the State of Washington.

(26) "Low health hazard" shall mean the classification assigned to an actual or potential cross connection that could allow a substance that may be objectionable, but not hazardous to one’s health, to backflow into the potable water supply.

(27) "Manager" shall mean City’s General Manager or General Manager Designee.

(28) "Mobile unit" shall mean units connecting to the water system through a hydrant, hose bib, or other appurtenance of a permanent nature that is part of
the City water system or a permanent water service to a premise. Examples can include, but are not limited to, the following: water trucks, pesticide applicator vehicles, chemical mixing units or tanks, waste or septage hauler trucks or units, sewer cleaning equipment, carpet or steam cleaning equipment, rock quarry or asphalt/concrete batch plants, or any other mobile equipment or vessel. Uses that are excluded from this definition are recreational vehicles at assigned sites or parked in accordance with other City Policies pertaining to recreational vehicles, and homeowner devices that are used by the property owner in accordance with other provisions of this, or other City Policies pertaining to provision of water service to a premise.

(29) "Person" shall mean a natural person (individual), corporation, company, association, partnership, firm, limited liability company, joint venture company or association, and other such entity.

(30) "Plumbing hazard" shall mean an internal or plumbing-type cross connection in a consumer's potable water system that may be either a pollutional or a contamination-type hazard. This includes, but is not limited to, cross connections to toilets, sinks, lavatories, wash trays, domestic washing machines and lawn sprinkling systems. Plumbing-type cross connections can be located in all types of structures including, but not limited to, homes, manufactured homes, apartment houses, hotels and commercial, structures over 30 feet tall or industrial establishments.

(31) "Pollutional hazard" shall mean an actual or potential threat to the physical properties of the water system or the potability of the public or the consumer's potable water system but which would not constitute a health or system hazard, as defined. The maximum degree of intensity of pollution to which the potable water system could be degraded under this definition would cause a nuisance or be aesthetically objectionable or could cause minor damage to the system or its appurtenances.

(32) "Potable water supply" shall mean any system of water supply intended or used for human consumption or other domestic use and meets all requirements established by the Safe Drinking Water Act and the DOH regulations.

(33) "Premises" shall mean any piece of property to which water is provided, including, but not limited to, all improvements, mobile structures and structures located on it.

(34) "Premises isolation" shall mean a method of protecting a public water system by installation of an approved air gap or approved backflow prevention assembly at the point of service (end of purveyor's service pipe) to separate the customer's plumbing system from the purveyor's distribution system.
(35) "Reclaimed water" shall mean effluent derived in any part from sewage from a wastewater treatment system that has been adequately and reliably treated, so that as a result of that treatment, it is suitable for beneficial use or a controlled use that would not otherwise occur, and it is no longer considered wastewater.

(36) "Reduced pressure detector assembly” or “RPDA” shall mean an approved assembly consisting of two approved reduced pressure backflow assemblies, set in parallel, equipped with a meter on the bypass line to detect small amounts of water leakage or use.

(37) "Reduced pressure backflow assembly” or “RP” shall mean an assembly containing two independently operating check valves together with a hydraulically-operated, mechanically independent pressure differential relief valve located between the check valves. The assembly shall include properly located test cocks and tightly closing shut-off valves at each end of the assembly.

(38) "Retrofitting” shall mean the addition of new technology, features or parts that are added to or fitted onto older or outdated systems or parts.

(39) "Stringent" WAC 246-290-490(2)(a) contains a provision for purveyors to implement more stringent cross-connection control programs than minimum program required by WAC 246-290-490. Office of Drinking Water will fully support purveyors who choose to implement the more stringent approach, since it is more protective of public health and is consistent with industry practice. L.

(40) "Thermal expansion” shall mean the pressure created by the expansion of heated water.

(41) "Unapproved auxiliary water supply” shall mean a water supply (other than the purveyor’s water supply) on or available to the consumer’s premises that is either not approved for human consumption by the health agency having jurisdiction or is not otherwise acceptable to the purveyor. This will include, but is not limited to, wells, streams, ponds and irrigation ditches/piping.

(42) "Used water” shall mean any water supplied by the City to a customer’s property after it has passed through the service connection and is no longer under the control of the City.

(43) “WAC” shall mean the most recent edition of the Washington Administrative Code.

1:02 PURPOSE

The purpose of this Policy is to protect the water system of the City of Shelton from contamination or pollution due to any existing or potential cross connections as
defined in WAC 246-290-010 and WAC 246-290-490, or as amended, this Policy and
the City's current SOP Manual.

1:03 CROSS CONNECTIONS REGULATED

(1) The program for the City of Shelton is to have premises isolation and in
premises isolation program.

(2) No cross connections shall be created, installed, used or maintained within the
area served by the City, except in accordance with this Policy.

(3) The CCS for the City shall carry out or cause surveys to be carried out to
determine if any actual or potential cross connections exist. If found necessary,
an assembly commensurate with the degree of hazard will be required to be
installed at the service connection.

(4) The owner, occupant or person in control of the property is responsible for all
cross connection control within the premises.

(5) The owner, occupant or person in control of the property shall abide by all
other City regulations.

(6) City customers are required to notify the City prior to the installation of all
backflow prevention assemblies for verification of the appropriate assembly.

(7) The consumer agrees to immediately notify the City and the local health
jurisdiction of any backflow incident occurring within the consumer's premises
(i.e., entry of any contaminant/pollutant into the drinking water) and shall
cooperate fully with the City to determine the reason for the backflow incident.

1:04 APPLICATION AND RESPONSIBILITIES

This Policy applies throughout the City and to every premise and property served by
the City Water System. It applies to any premises, public or private, regardless of
date of connection to the City water. Every owner, occupant and/or person in control
of any concerned premises is responsible for compliance with the terms and
provisions contained herein.

The City of Shelton shall be responsible for the protection of the water distribution
system from contamination or pollution due to the backflow of contaminants or
pollutants through the water service connection. If, in the judgment of said CCS an
approved backflow assembly is required (at the customer's water service connection;
or, within the customer's private water system) for the safety of the water system, the
CCS shall give notice in writing to said customer to install such an approved backflow
assembly(s) at specific location(s) on his/her premises. The customer shall
immediately install such approved assembly(s) at his/her own expense; and, refusal,
or inability on the part of the customer to install, have tested, and maintain said assembly(s) shall constitute grounds for discontinuing water service to the premises until such requirements have been satisfactorily met.

1:05 BACKFLOW PREVENTION ASSEMBLY REQUIREMENTS

A CCS shall determine the type of backflow assembly to be installed within the area served by the City. All assemblies shall be installed at the service connection unless it is determined by the CCS to install the assembly at an alternate location. The cross connection shall be eliminated or an assembly shall be required to be installed in each of the following circumstances, but the CCS is in no way limited to the following circumstances:

(1) The nature and extent of any activity on the premises, or the materials used in connection with any activity on the premises, or materials stored on the premises, could contaminate or pollute the potable water supply.

(2) Premises having any one or more cross connections or potential cross connections as that term is defined in the Policy, the Washington Administrative Code and all applicable plumbing codes.

(3) When a cross connection survey report form is required by the City to be filled out and the City has not received it.

(4) Internal cross connections are present that are not correctable.

(5) Intricate plumbing arrangements exist or plumbing subject to frequent changes is present that make it impractical to ascertain whether or not cross connections exist.

(6) There is a repeated history of cross connections being established or re-established.

(7) There is unduly restricted entry so that surveys for cross connections cannot be made with sufficient frequency to assure that cross connections do not exist.

(8) Materials, chemicals or any substance or apparatus is being used that if backflow occurred contamination would result.

(9) Installation of an approved backflow prevention assembly is deemed to be necessary in the judgment of the CCS to accomplish the purpose of this Policy.

(10) In the event an in-premise assembly has not been tested or repaired as required by the WAC 346-290-490, or as amended.
(11) If it is determined that additions or rearrangements have been made to the plumbing system without obtaining proper permits as required by the City Code Enforcement Division.

(12) All high health hazard premises, which are defined in Table 9 of the WAC section 246-290-490, or as amended, are required to have premises isolation by installing a reduced pressure backflow assembly in accordance with this Policy.

(13) When a garden hose attachment is connected to the premises plumbing, including but not limited to fertilizer applicators, pesticide applicators and radiator flush kits.

(14) Where reclaimed or reused water systems are installed.

(15) Premises on which any substance is handled under pressure so as to permit entry into the public water system.

1:06 AUXILIARY SUPPLY

All properties receiving irrigation water from a source other than from the City shall be required to have Reduced Pressure Backflow Assembly at the service connection.

Any premise which has any other auxiliary supply as that is defined in Section 1:01 of this document and which in connected, directly or indirectly, to the City's water supply, will be required to install an assembly commensurate with the degree of hazard.

1:07 IRRIGATION SYSTEM USING THE CITY'S WATER SUPPLY

All properties which use the City's water for irrigation shall be protected in accordance with the plumbing code and have a minimum of a Double Check Valve Assembly (DCVA). In the event any system is equipped with an injector system, a Reduced Pressure Backflow Assembly (RPBA) will be required.

1:08 FIRE SYSTEMS

An approved double check detector backflow assembly shall be the minimum protection on all new fire sprinkler systems using piping material that is not approved for potable water use, and/or that does not provide for periodic flow-through. A reduced pressure detector assembly or RPDA must be installed, if any solution other than the potable water can be introduced into the sprinkler system. Retrofitting on fire sprinkler systems will be required in each of the following circumstances:

(a) Where improper maintenance has occurred.

(b) On all high hazard systems.
(c) Wherever a CCS deems necessary.

(d) Wherever required by the WAC.

1:09 TEMPORARY HYDRANT METERS AND VALVES

Backflow protection will be required on temporary hydrant meters and all other temporary connections, including blow-offs. An approved air gap or appropriate assembly, commensurate with the degree of hazard, will be determined on a case-by-case basis by the City's CCS. The air gap or assembly must be installed, inspected and maintained in accordance with the WAC, and this Policy.

1:10 MOBILE UNITS

Any mobile unit or apparatus, as defined in Section 1 of this Policy, which uses the City's water from any premises or piping within the distribution system, shall first obtain permission from the City. The mobile unit will be inspected to assure appropriate backflow protection is installed in accordance with the WAC and this Policy.

1:11 RIGHT-OF-WAY ENCROACHMENT

(1) No person shall install or maintain a backflow assembly upon or within any County, State or City right-of-way except as provided in this Section.

(2) A backflow assembly required by the City may be installed upon or within any County, State or City right-of-way only if the owner proves to the City that there is no other feasible location for installing the assembly, and installing it in the right-of-way will not interfere with traffic or utilities. The City retains the right to approve the location, height, depth, enclosure, and other requisites of the assembly prior to its installation.

(3) All permits required by the City or County code to perform work in the right-of-way shall be obtained by the property owner or their lessee and/or tenant.

(4) A property owner shall, at the request of the City and at the owner's expense, relocate a backflow assembly, which encroaches upon any right-of-way, when such relocation is necessary for street or utility construction or repairs for purposes of public safety.

1:12 PLUMBING CODE

As a condition of water service, customers shall install, maintain, and operate their piping and plumbing systems in accordance with all Washington State Plumbing Codes.
1:13 ACCESS TO PREMISES

Authorized employees of the City, with proper identification, shall have access during the hours of 8:00 a.m. to 4:00 p.m. to all parts of commercial, industrial and residential premises and within the buildings to which water is supplied. If access to the premises or the interior of a structure during these hours is denied, a reduced pressure backflow assembly shall be required to be installed at the service connection to that premises.

1:14 TESTING AND REPAIRS

Backflow assemblies shall be tested at installation, annually, backflow incident, repaired, reinstalled or relocated or an air gap is re-plumbed in accordance with the requirements set out in the WAC and, this Policy.

1:15 RESPONSIBILITIES OF BACKFLOW PREVENTION ASSEMBLY TESTERS

All backflow assembly testers operating within the City’s water systems shall be certified in accordance with all applicable State regulations and shall comply with all stipulations WAC in this Policy.

1:16 MAINTENANCE OF ASSEMBLIES

Backflow assemblies shall be maintained in accordance with the requirements set out in the WAC and this Policy.

1:17 INSTALLATION REQUIREMENTS AND SPECIFICATIONS

Backflow prevention assemblies shall be installed in accordance with the requirements set out in the WAC and the most recent edition of the Plumbing Code.

1:18 THERMAL EXPANSION

If a closed system has been created by the installation of a backflow assembly, it is the responsibility of the property owner to eliminate the possibility of thermal expansion.

1:19 PRESSURE LOSS

Any reduction in water pressure caused by the installation of a backflow assembly is not the responsibility of the City. The City will give reasonable assistance to the owner regarding information on adequate sizing of assemblies and proper plumbing practices in order to provide required pressure and flows for fire protection.
1:20 PARALLEL INSTALLATION

Premises where non-interruption of water supply is critical shall have two (2) assemblies of the same type installed in parallel. They shall be sized in such a manner that either assembly will provide the minimum water requirements while the two (2) together will provide the maximum water requirements.

1:21 NEW CONSTRUCTION

(1) On all new non-residual construction, an approved backflow assembly shall be installed at the service connection. The type of assembly will be commensurate with the degree of hazard as determined by a CCS.

(2) When a building is constructed on commercial premises, and the end use of the building is not determined or could change, a reduced pressure backflow assembly shall be installed at the service connection to provide protection of the public water supply in the event of the most hazardous use of the building.

1:22 RESIDENTIAL SERVICE CONNECTIONS

Any residential property, which has been determined to have an actual or potential cross connection and/or has violated the Plumbing Code, this Policy in any way, shall be required to install an approved backflow assembly in accordance with this Policy.

1:23 RENTAL PROPERTIES

The property owner is responsible for all in-premise cross connections. It is the responsibility of the property owner to determine if a cross connection is created when the tenants change or the plumbing is altered in any way.

The property owner is responsible for the installation, testing and repair of all backflow prevention assemblies on his/her property.

1:24 RETROFITTING

Retrofitting shall be required on all service connections where an actual or potential cross connection exists, and where ever else the City deems retrofitting necessary.

1:25 COSTS OF COMPLIANCE

All costs associated with the purchase, installation, inspections, testing, replacement, maintenance, parts, and repairs of the backflow assembly are the financial responsibility of the property owner.
1:26 RECOVER OF COSTS

Any water customer violating any of the provisions of this Policy and who causes damage to or impairs the City's water system, including, but not limited to, allowing contamination, pollution, any other solution or used water to enter the City's water system, shall be liable to the City for any expense, loss or damage caused by such violation. The City shall collect from the violator for the cost incurred by the City for any cleaning, purifying, repair or replacement work or any other expenses caused by the violation. Refusal to pay the assessed costs shall constitute a violation of this Policy and shall result in the termination of service.

1:27 EMERGENCY SUSPENSION OF SERVICE

The Manager or his designee may, without prior notice, suspend water service to any premises when such suspension is necessary to stop the eminent threat of any actual or potential cross connection as defined in this Policy.

1:28 NON-EMERGENCY SUSPENSION OF SERVICE AND/OR INSTALLATION OF ASSEMBLY

The Manager or his designee may suspend, with proper notice, the water supply to any premises where the conditions of this Policy or WAC have been violated.

In lieu of suspension of service, the City may install a reduced pressure principle backflow assembly as premise isolation.

The owner of the property will be responsible for all costs associated with the purchase, installation and testing of this assembly.

1:29 PENALITES

Any violation of this Policy or any regulation, rule or permit of the City issued pursuant to this Policy will result in additional administrative and investigative expenses, as well as potential damage to part of the City's system. The exact amount of these expenses cannot be reasonably anticipated at the time this Policy is adopted. Based on the certainty of additional expense, and the uncertainty of the amount of that expense, the City shall charge any person, property owner, firm, corporation or business entity $2,000.00 per violation of (a) this Policy or (b) any regulation, rule or permit of the City issued pursuant to this Policy. Each continuing day's violation under this Policy is a separate violation and will result in an additional $2,000.00 charge. This provision shall not preclude the City from filing suit to enjoin any anticipated or actual violation. This provision shall not limit the City's right to collect from the violator any costs, expenses or damages that exceed the charges made against the violator under this provision, or enforcing any additional remedy that law and equity may allow. The City retains all legal rights and remedies available to it pursuant to local, state and federal law.
1:30 FALSIFYING INFORMATION

Any person who knowingly makes any false statement, representation, record, report or other document filed or required to be maintained pursuant to this Policy or who falsifies, tampers with, bypasses or knowingly renders ineffective or inaccurate any backflow assembly, device or method required under this Policy, shall (in addition to civil and/or criminal penalties by state law) be subject to a penalty.

1:31 CONSTITUTIONALITY AND SAVING CLAUSE

That if any provision, section, clause or phrase of this Policy, or the application of same to any person or set of circumstances are for any reason held to be unconstitutional, void, invalid, or for any reason unenforceable, the validity of the remaining portions of this Policy or its application to other persons or circumstances shall not be affected thereby, it being the intent of the Commissioners of the City of Shelton in adopting this Policy that no portion hereof or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality or invalidity of any other portion, provision, or regulation.