



WATER POLLUTION CONTROL AUTHORITY

REGULATIONS FOR THE INSTALLATION AND CONNECTION
OF BUILDING SEWERS AND FOR THE USE OF PUBLIC SEWERS

IN THE

TOWN OF STAFFORD – CONNECTICUT

Effective Date: November 17, 2015





Table of Contents

ARTICLE I.	GENERAL PROVISIONS	7
SECTION 1.01	PURPOSE	7
SECTION 1.02	DESIGNATION AND AUTHORITY OF WATER POLLUTION CONTROL AUTHORITY	7
SECTION 1.03	MEMBERS; MANNER OF APPOINTMENT	7
SECTION 1.04	REMOVAL	8
SECTION 1.05	POWERS AND DUTIES	8
SECTION 1.06	RESPONSIBILITY FOR ADMINISTRATION	8
SECTION 1.07	OFFICERS AND EMPLOYEES; RECORDS AND PROCEEDINGS	8
SECTION 1.08	ANNUAL BUDGET	9
SECTION 1.09	ACCOUNTING	9
SECTION 1.10	APPLICABILITY.....	9
SECTION 1.11	DEFINITIONS.....	9
SECTION 1.12	VALIDITY OF PROVISIONS	24
ARTICLE II.	REQUIRED USE OF PUBLIC SEWERS	25
SECTION 2.01	UNLAWFUL DISCHARGE OF WASTEWATERS	25
SECTION 2.02	REQUIRED CONNECTION TO PUBLIC SEWERS	25
SECTION 2.03	REQUIREMENTS FOR NEW OR MODIFIED DISCHARGES.....	25
ARTICLE III.	PRIVATE SEWAGE DISPOSAL	27
SECTION 3.01	REQUIRED CONNECTION TO PRIVATE SEWAGE DISPOSAL SYSTEMS.....	27
SECTION 3.02	PERMIT TO CONSTRUCT A PRIVATE SEWAGE DISPOSAL SYSTEM.....	27
SECTION 3.03	DISPOSAL OF SEPTAGE.....	27
SECTION 3.04	DISPOSAL OF FATS OILS AND GREASE AND OIL/WATER INTERCEPTOR PUMPING’S.....	28
SECTION 3.05	EXCLUSIONS	28
SECTION 3.06	SPECIAL REQUIREMENTS.....	28
ARTICLE IV.	PERMIT APPLICATIONS REQUIRED TO CONNECT TO OR ALTER PUBLIC SEWER	29
SECTION 4.01	GENERAL	29
SECTION 4.02	SEWER CONNECTION PERMIT	29
SECTION 4.03	SEWER SERVICE REPAIR PERMIT	35
SECTION 4.04	DISCONNECTION PERMIT	35
SECTION 4.05	RIGHT TO CONFIRM COMPLIANCE	36
SECTION 4.06	ISSUANCE OF PERMIT	36
SECTION 4.07	SUSPENSION/REVOCAION OF PERMIT	37
SECTION 4.08	LENGTH OF PERMIT	37
SECTION 4.09	REUSE OF EXISTING BUILDING SEWERS	37
SECTION 4.10	PROTECTION OF CAPACITY FOR EXISTING USERS.....	37
SECTION 4.11	SEWER CONNECTION/IMPACT FEES	38
SECTION 4.12	AS-BUILT PLANS	39
SECTION 4.13	GIS SYSTEM MODIFICATIONS UPDATES.....	40
SECTION 4.14	PERMITS FOR PROPERTIES/APPLICANTS WITH DELINQUENT SEWER FEES.....	40
ARTICLE V.	DESIGN, CONSTRUCTION, REPAIR, AND MAINTENANCE OF BUILDING SEWERS.....	41



SECTION 5.01	UNAUTHORIZED CONTACT WITH SEWERS	41
SECTION 5.02	DRAIN LAYERS	41
SECTION 5.03	LOCATION AND NATURE OF CONNECTION	43
SECTION 5.04	STANDARD DESIGN AND CONSTRUCTION REQUIREMENTS	44
SECTION 5.05	RECORD OF CONNECTIONS, REPAIRS, AND ALTERATIONS TO SEWERS	45
SECTION 5.06	SEPARATE STORM AND SANITARY CONNECTIONS.....	45
SECTION 5.07	MAINTENANCE OF SEWER CONNECTIONS	46
ARTICLE VI.	DESIGN, CONSTRUCTION, REPAIR AND MAINTENANCE OF PUBLIC SEWER MAINS	47
SECTION 6.01	AUTHORIZATION TO WORK ON SEWER MAINS.....	47
SECTION 6.02	AUTHORIZED AGREEMENTS WITH DEVELOPERS AND OTHER OWNERS.....	47
ARTICLE VII.	USE OF PUBLIC SEWERS	49
SECTION 7.01	PERMISSIBLE AND NON-PERMISSIBLE DISCHARGES	49
SECTION 7.02	WATERS AND WASTES INADMISSIBLE TO PUBLIC SEWERS.....	49
SECTION 7.03	WATERS AND WASTES REQUIRING PRIOR APPROVAL	51
SECTION 7.04	MAXIMUM CONCENTRATIONS OF POLLUTANTS.....	53
SECTION 7.05	SPECIAL AGREEMENTS.....	53
SECTION 7.06	DETERMINATION FOR EXCLUSION OR ACCEPTANCE	53
SECTION 7.07	PROTECTIVE DEVICES	54
SECTION 7.08	OBSERVATION, SAMPLING, AND MEASUREMENT OF WASTEWATER CHARACTERISTICS.....	55
SECTION 7.09	INFORMATION REQUIRED FOR COMPLIANCE	56
SECTION 7.10	STANDARD TEST REQUIREMENTS.....	57
SECTION 7.11	FEDERAL CATEGORICAL PRETREATMENT STANDARDS.....	57
SECTION 7.12	ACCIDENTAL DISCHARGES	58
SECTION 7.13	SEWER LINE BREAKS AND BLOCKAGES	58
SECTION 7.14	WASTEWATER LOAD SURCHARGES:	59
ARTICLE VIII.	FATS, OILS, AND GREASE PRETREATMENT	61
SECTION 8.01	GENERAL	61
SECTION 8.02	APPLICATION TO INSTALL A FOG PRETREATMENT SYSTEM.....	61
SECTION 8.03	DISCHARGE LIMITS	62
SECTION 8.04	PRETREATMENT SYSTEM REQUIREMENTS.....	62
SECTION 8.05	ALTERNATE FOG PRETREATMENT SYSTEM	65
SECTION 8.06	PRETREATMENT EQUIPMENT MAINTENANCE	66
SECTION 8.07	FOG MINIMIZATION.....	67
ARTICLE IX.	ENFORCEMENT AND PENALTIES	69
SECTION 9.01	RIGHT TO ENTER AND INSPECT	69
SECTION 9.02	PENALTIES FOR VIOLATIONS	70
SECTION 9.03	INTERPRETATION OF REQUIREMENTS.....	71
SECTION 9.04	APPEAL FROM INTERPRETATION	72
ARTICLE X.	SANITARY SEWER ASSESSMENT POLICY.....	73
SECTION 10.01	AUTHORITY TO IMPLEMENT SEWER ASSESSMENTS.....	73
SECTION 10.02	GENERAL SEWER ASSESSMENTS	73
SECTION 10.03	TIME OF SEWER ASSESSMENT.....	73



SECTION 10.04	GENERAL SEWER UNIT DESIGNATION	74
SECTION 10.05	SEWER UNIT DETERMINATIONS.....	74
SECTION 10.06	GENERAL BETTERMENT PAYMENT	76
SECTION 10.07	PRIVATE SEWER EXTENSION	76
SECTION 10.08	PRIVATE SEWER EXTENSION CONNECTION/IMPACT FEES	77
SECTION 10.09	PUBLIC SEWERS IN UNACCEPTED WAYS.....	77
SECTION 10.10	ABATEMENT AND DEFERRALS	77
ARTICLE XI.	SEWER USE CHARGE SYSTEM	79
SECTION 11.01	POWER, AUTHORITY AND PROCEDURES.....	79
SECTION 11.02	GENERAL RULES OF APPORTIONMENT	79
SECTION 11.03	DETERMINATION OF SEWER USAGE CHARGE	79
SECTION 11.04	COMPOSITION OF ANNUAL SEWER CHARGES.....	80
SECTION 11.05	INTERMUNICIPAL USERS – CONVEYING FROM THE TOWN OF STAFFORD.....	81
SECTION 11.06	INTERMUNICIPAL USERS – CONVEYING TO THE TOWN OF STAFFORD	81
SECTION 11.07	BILLING CYCLE, COLLECTION AND PAYMENT	81
SECTION 11.08	PER EQUIVALENT DWELLING UNIT BASIS	82
SECTION 11.09	WATER CONSUMPTION BASIS.....	83
SECTION 11.10	RIGHT TO INSPECT	86
SECTION 11.11	CERTIFICATE OF OCCUPANCY	86
SECTION 11.12	USER APPEAL PROCEDURES.....	87
SECTION 11.13	ADJUSTMENT OF ANNUAL SEWER USE BILLS.....	87
SECTION 11.14	PAST DUE SEWER BILLS	88
SECTION 11.15	DETERMINATION OF WATER CONSUMPTION	89
SECTION 11.16	CHARGES FOR SEPTAGE LOADINGS.....	89
ARTICLE XII.	STANDARD CONSTRUCTION REQUIREMENTS	91
SECTION 12.01	GOVERNING CODES	91
SECTION 12.02	SEWER PIPING	91
SECTION 12.03	MANHOLES.....	92
SECTION 12.04	LOW PRESSURE SEWERS	94
SECTION 12.05	PRIVATELY OWNED WASTEWATER PUMPING STATIONS.....	95
SECTION 12.06	WASTEWATER PUMPING STATIONS TO BE OWNED BY THE WPCA UPON COMPLETION.....	96
SECTION 12.07	WARRANTY PERIOD.....	99
SECTION 12.08	MAINTENANCE OF SAFE WORKING CONDITIONS	99
SECTION 12.09	DESIGN OF INFRASTRUCTURE COMPONENTS WHICH ARE TO BE PUBLICALLY OWNED UPON COMPLETION.....	100

Figure 1 – Building Sewers

Appendix A – Sewer Use Fees and Administrative Documents

Appendix B – General WPCA Sewerage System Details

Appendix C – State of Connecticut Public Health Code





Article I. General Provisions

Section 1.01 Purpose

The purpose of these regulations is to provide for the maximum possible beneficial public use of the Town of Stafford's wastewater facilities through regulation of sewer construction, sewer use, wastewater discharges, penalties and other procedures in cases of violation of these regulations. Established are specific limits for pollutant discharges which by their nature or by their interaction with sewerage may be detrimental to the public health, cause damage to the public sewer or the Water Pollution Control Facility, pollute the waters of the State, or otherwise create a public nuisance. Provided are the methods of equitable distribution of costs of the Town's wastewater facilities and procedures for complying with the requirements contained herein. Established are minimum requirements and procedures for the Installation and Connection of Building Sewers.

These regulations shall apply to the Town of Stafford and to all persons outside the Town who are users of the public sewer system. Except as otherwise provided herein, the Water Pollution Control Authority for the Town of Stafford shall administer, implement, and enforce the provisions of these regulations.

Section 1.02 Designation and Authority of Water Pollution Control Authority

The Town of Stafford hereby creates a Water Pollution Control Authority and designates said Authority as the Water Pollution Control Authority of the Town of Stafford in accordance with Connecticut General Statutes Sec. 7-246, as amended.

These regulations are adopted in accordance with the General Laws of the State of Connecticut. The Town of Stafford herein prescribes the following Regulations for the Installation, Modification and Connection of Building Sewers and for the Use of Public Sewers.

Section 1.03 Members; Manner of Appointment

The Water Pollution Control Authority shall consist of seven (7) members of the Town of Stafford who shall be appointed by the Board of Selectmen and serve without compensation. Members shall be appointed for terms of three (3) years, and terms shall expire on October 15 in each year, with a maximum of three appointments expiring per year. Whenever a vacancy occurs, the Selectmen shall appoint a successor to hold office for the unexpired portion of the term. A member of the WPCA shall continue in office until his successor is appointed. All appointments, reappointments, and appointments to fill any vacancy shall be made in accordance with the provisions of Connecticut General Statutes Sec. 9-167a in order to ensure minority representation.



Section 1.04 Removal

A member of the WPCA may be removed for inefficiency or neglect of duty or misconduct in office by the Board of Selectmen after a hearing conforming to recognized standards of due process of the law; a member of the WPCA shall be removed only after the opportunity to be heard in person or by counsel before the Board of Selectmen at least ten days prior to which he shall have been given a copy of the charges against him. In the event of the removal of any member of the WPCA, a record of the proceedings together with the charges and findings thereon shall be filed in the Office of the Town Clerk of the Town of Stafford.

Section 1.05 Powers and Duties

Except as limited herein, the WPCA shall have all those powers conferred by law on Water Pollution Control Authorities including the power to establish and revise rules and regulations for the control and use of the sewerage system, including rules and regulations prohibiting deregulating the discharge into a sewerage system of any sewage or any storm water runoff which in the opinion of the WPCA may adversely affect any part of any process of the sewerage system.

Section 1.06 Responsibility for Administration

The Water Pollution Control Authority of the Town of Stafford shall be the Permitting Authority/Authorized Enforcement Authority and shall administer, implement and enforce these regulations. Any powers granted to or duties imposed upon the Water Pollution Control Authority to promulgate such rules and regulations shall not have the effect of suspending or invalidating these regulations.

Section 1.07 Officers and Employees; Records and Proceedings

The WPCA shall elect a Chairman and Vice Chairman from among its own members at the first meeting and annually thereafter at the first meeting held after the fifteenth day of October in each year. The Town Treasurer shall serve as the Treasurer of the WPCA. The Water Pollution Control Facility shall collect all assessments and other charges, if any, imposed by the WPCA. The WPCA may appoint an Attorney, who need not be a member of the WPCA. The WPCA shall appoint a Secretary, who need not be a member of the WPCA. The Secretary shall keep a complete record of the proceedings of the WPCA and shall file the same with the Town Clerk. All such records shall be open for public inspection at reasonable hours. Meetings of the WPCA may be called by the Chairman, Vice Chairman or any two members upon twenty four (24) hours notice thereof.



Section 1.08 Annual Budget

The WPCA shall annually prepare a budget setting forth estimated revenues, proposed expenditures and a reserve for future capital projects. A draft budget shall be prepared for discussion at a preliminary budget workshop to be scheduled in the Month of January, with subsequent budget workshops scheduled as necessary for final budget adoption by May 1st of each calendar year. The final budget shall be adopted by a majority vote of the WPCA.

Section 1.09 Accounting

All accounting books and financial records of the WPCA shall be kept and maintained by the same personnel who are responsible for keeping and maintaining the accounting records of the Town, and such records shall be subject to annual audit of the Town as required by law.

Section 1.10 Applicability

Every person who directly or indirectly discharges wastewater to the sewer system shall ensure that such discharge complies with these regulations and any and all applicable State and Federal Regulations.

Section 1.11 Definitions

Unless the context of usage indicates otherwise, the meaning of specific terms in these regulations shall be as follows:

1. "Abutting" shall mean land which fronts on a public sewer.
2. "Act or "the Act" shall mean The Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 USC 1251, et. seq.
3. "Applicant" shall mean the owner as hereinafter defined who makes out a building sewer permit application with the intention of providing sewer to an improved property.
4. "ANSI" shall mean the American National Standards Institute.
5. "ASCE" shall mean the American Society of Civil Engineers.
6. "ASTM" shall mean the American Society of Testing & Materials.
7. "Average Daily Flow" or "ADF" shall mean the quantity of flow as calculated on a twelve month basis, or the quantity of flow a facility discharges to the Public Sewer on a typical day of operation, or set forth in the Connecticut Public Health Code for the estimation of wastewater flows, and all amendments/updates there to.



8. "Assessment of Benefits" shall mean the lump sum fee for the costs associated with the construction, replacement, extension or improvement of a public sewer paid for by the WPCA or TOWN. The fee shall cover all costs associated with the project and shall be divided between each of the properties to be sewered as part of the project. The lump sum amount shall be individually calculated for each property.
9. "Betterment Assessment" – See Assessment of Benefits.
10. "Biochemical Oxygen Demand" (BOD) is the amount of oxygen required by bacteria while stabilizing decomposable organic matter under aerobic conditions for five days. The determination of BOD shall be performed in accordance with the procedures prescribed in the latest edition of the *Standard Methods for the Examination of Wastewater* expressed in terms of mass and volume (milligrams per liter, mg/L).
11. "Board of Selectmen" shall mean the Board of Selectmen of the Town of Stafford.
12. "Building Drain" means that part of the lowest horizontal piping of a building plumbing which receives the discharge from soil, waste, and other drainage pipes inside the walls of the building and conveys it to the building sewer which begins five (5) feet outside the inner face of the building wall.
13. "Building Sewer" or "House Connection Lateral" shall mean a pipe connecting a building drain to a public sewer or other place of disposal. The term building sewer shall include not only the pipe extending directly from the main sewer to the building drain, but also other drain pipes connecting directly or indirectly thereto and discharging directly or indirectly thereunto, or intending to so connect or discharge.
14. "Categorical Standards" are the National Categorical Pretreatment Standards or Pretreatment Standards shall mean any regulation containing pollutant discharge limits promulgated by EPA in accordance with sections 307(b) and (c) of the Act (33 U.S.C. § 1317) which applies to a specific category of users and which appear in 40 CFR Chapter I, Subchapter N, Parts 405-471.
15. "CFR" shall refer to the Code of Federal Regulations.
16. "Chairman" shall mean the Chairman of the Stafford Water Pollution Control Authority, or the agents or representatives of said Chairman, acting under and limited by the instructions, duties and authorities assigned by said Chairman to said agent or representative.
17. "Clean Water Act" or "the Clean Water Act" shall mean the Federal Water Pollution Control Act, also known as the Clean Water Act, as amended (33 U.S.C. § 1251, et. seq.).



18. "COD" (denoting Chemical Oxygen Demand) shall mean the quantity of oxygen utilized in the chemical oxidation of organic compounds under standard laboratory procedures prescribed in the latest edition of the *Standard Methods for the Examination of Wastewater*, expressed in terms of mass and volume (milligrams per liter, mg/L).
19. "Combined Sewer" shall mean a sewer provided and intended to convey, in the same pipe, both sanitary sewage and storm or surface water.
20. "Commercial User" shall mean a commercial property that is zoned by the Town of Stafford for commercial use and discharges wastewater to the Town of Stafford sanitary sewer system but are not defined as a Residential User or an Industrial User. Commercial Users include but are not limited to restaurants, grocery stores, churches, schools, municipal/government offices, professional offices (except medical), general shops/store fronts, etc.
21. "Commissioner" shall mean the Commissioner of the Department of Energy and Environmental Protection for the State of Connecticut.
22. "Compatible Pollutant" includes biochemical oxygen demand, chemical oxygen demand, total suspended solids, pH, and fecal coliform bacteria; plus any additional pollutants identified in the Water Pollution Control Facility's NPDES permit, where the Water Pollution Control Facility is designed to treat such pollutants and, in fact does treat such pollutants to the degree required by the NPDES permit.
23. "Composite Sample" shall mean a mixture of aliquot samples obtained at regular intervals over a time period. The volume of each aliquot shall be proportional to the discharge flow rates for the sampling interval. The minimum time period for composite sampling shall be four (4) hours unless otherwise specified for the conditions.
24. "Connection Fee" – See Connection/Impact Fee.
25. "Connection/Impact Fee" shall be the cumulative fees imposed by the WPCA for the connection of all new construction/development properties to the publicly owned sewer. Connection/Impact Fee's shall also be the cumulative fees imposed by the WPCA for the differential flow modification for existing properties which are proposing an increase of their flow allocation.
26. "Cooling Water" shall include the discharge of relatively clean water from air conditioning, industrial cooling, condensing, and similar apparatus and from hydraulically-powered equipment. Cooling water shall include only water which is sufficiently clean and shall not plug the discharge, without treatment or purification, into any natural open stream or water course without offense.



27. "DEEP" shall mean the Department of Energy and Environmental Protection of the State of Connecticut.
28. "Developed Lots" or "Developed Building Lots" shall mean a property which has been developed to include a minimum of one residential/commercial/industrial structure per lot.
29. "Director of Health" shall mean the Director of Health of the Town of Stafford, or his duly authorized agent or representative acting according to and limited by the instructions, duties and authority assigned by said Director to the particular agent or representative as the case may be.
30. "Domestic Wastes" shall mean liquid wastes (1) from the non-commercial preparation, cooking, and handling of food; or (2) containing human excrement and similar matter from the sanitary conveniences of dwellings, commercial buildings, industrial facilities, and institutions.
31. "Domestic Wastewater" shall mean normal water-carried household and toilet wastes discharged from any improved property, excluding ground surface, and/or storm water.
32. "Drain Layer" or "Licensed Drain Layer" shall mean a person who possesses a valid license to install and repair sewers, sewer connections, and related appurtenances issued under Chapter 393 of the Connecticut General Statutes as amended. The term drain layer may also be applied to the Town Highway Department, the Connecticut Department of Transportation, and private contractors, when and in so far as they are authorized to be engaged in installing, altering and repairing sewers, drains, or connections and appurtenances thereto under permit from the Stafford Water Pollution Control Authority or its agents.
33. "Dwelling Unit" shall mean a residential property with the appropriate number of families. For instance a single family property or apartment is one dwelling unit, two family properties are two dwelling units, etc.
34. "Easement" shall mean an acquired legal right for the specific use of land owned by others.
35. "EDU" shall mean an equivalent dwelling unit. An equivalent dwelling unit is a calculation by which a commercial or industrial user is converted to an appropriate number of residential users. The value for an EDU, in gallons per day, shall be as established annually by the WPCA and provided in Appendix A.
36. "EPA" shall mean the U.S. Environmental Protection Agency or, where appropriate, the Regional Water Management Division Director, or other duly authorized official of said agency.



37. "Excessive" shall mean amounts or concentrations of any constituent of a wastewater which in the judgment of the Superintendent shall cause damage to the wastewater treatment facilities, which shall be produced in significant quantities in the sludge produced at the wastewater treatment facility, which shall be harmful to a wastewater treatment process, which cannot be removed in the wastewater treatment facilities of the Town of Stafford to the degree required to meet the limited stream classification standard of the receiving water, which can otherwise endanger life, limb, the environment or public property, or which can constitute a nuisance.
38. "Facilities" shall include structures and conduits for the purpose of collecting, treating, neutralizing, or disposing of domestic wastewater and/or industrial or other wastewaters that are disposed of by means of structures and conduits including treatment and disposal works, necessary intercepting, outfall, and outlet sewers, and pumping stations integral to such facilities with sewers, equipment, furnishings thereof and other appurtenances connected therewith.
39. "Fats, Oils, and Grease" (FOG) shall mean substances that may solidify or become viscous between the temperatures of 32°F and 150°F (0°C to 65°C) and that separate from wastewater by gravity. Any edible substance Identified as grease per the most current EPA method as listed in 40-CFR 136.3.
40. "Flat Fee" shall mean the portion of the annual sewer fees that include the annual base for connection to the sanitary sewer system. The annual base fee is used to offset a portion of the annual fixed costs such as operations and maintenance of the system, interest on capital projects, funding for capital projects, etc.
41. "Floatable Oil" shall mean all oil, fat or grease in a physical state such that it shall separate by gravity from wastewater by treatment in an approved pretreatment facility. A wastewater shall be considered free of floatables if it is properly pretreated and the wastewater does not interfere with the collection system.
42. "FOG Contact Person" shall mean the individual responsible for overseeing daily operation of the Food Preparation Establishment and who is responsible for overseeing the Food Preparation Establishment's compliance with the FOG Pretreatment Program.
43. "FOG Interceptor" shall mean a passive tank installed outside a building and designed to remove fats, oils, and grease from flowing wastewater while allowing wastewater to flow through it, and as further defined herein.
44. "FOG Recovery Unit" shall mean all active indoor mechanical systems designed to remove fats, oil, and grease by physical separation from flowing wastewater, as further defined herein.



45. "FOG Pretreatment System" refers to properly Installed and operated FOG Interceptors and FOG Recovery Units as approved by the WPCA.
46. "Food Preparation Establishment" shall mean Class III and Class IV food service establishments and any other facility determined by the WPCA to discharge FOG above the set limits in Section 5(c) of the Connecticut Department of Energy and Environmental Protection's General Permit for the Discharge of Wastewater Associated with Food Preparation Establishments. These facilities shall include but not be limited to restaurants, hotel kitchens, hospital kitchens, school kitchens, bars, factory cafeterias, and clubs. Class III and Class IV food service establishments shall be as defined under Section 19-13-B42 of the State Of Connecticut Public Health Code.
47. "Garbage" shall mean the solid animal and vegetable wastes resulting from the domestic or commercial handling, preparation, cooking and serving of food and from the handling, storage and sale of produce. It is composed largely of putrescible organic matter and its natural moisture content.
48. "Properly shredded garbage" shall mean the wastes from the preparation, cooking, and dispensing of food that have been shredded to such a degree that all particles shall be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than 1/2 inch (1.27 centimeters) in any dimension.
49. "Grab Sample" shall mean a sample which is taken from a waste stream on a one-time basis with no regard to the flow in the waste stream and without consideration of time.
50. "Holding Tank Waste" shall mean any waste derived from holding tanks such as wastewater storage vessels, chemical toilets, campers, trailers and septage hauling trucks.
51. "Illegal Connection" shall mean a connection to the sanitary sewer from which non-sewer wastes, such as surface run off or rain water enter the sanitary sewer system. Illegal connections include but are not limited to roof leaders, floor drains, sump pumps, non-permitted filtration system backwash, yard drains, catch basins, and storm sewers (drainage) connected to the sanitary sewer, etc.
52. "Impact Fee" – See Connection/Impact Feet.
53. "Improved Property" shall mean any property located within the Town of Stafford upon which there is erected a structure intended for continuous or periodic habitation, occupancy, or use by human beings or animals and from which structure domestic wastewater and/or industrial wastes shall be or may be discharged.



54. "Incompatible Pollutant" is any pollutant other than the compatible pollutants defined above.
55. "Industrial Establishment" shall mean any room, group of rooms, building or other enclosure used or intended for use in the operation of one (1) business enterprise for manufacturing, processing, cleaning, laundering, assembling or preparing any product, commodity or article or from which any process waste, as distinct from domestic wastewater, may be discharged.
56. "Industrial Wastewater" shall mean all wastewater derived from industrial processes, trade or business establishments (non-residential users), and is distinct from domestic sewage from sanitary conveniences. It shall include the liquid or water-carried wastes of any industrial process not clearly included within the definitions of sanitary sewage, storm water, cooling water, or subsoil drainage herein. Wastewaters carrying any quantity of oils, grease, fats, abrasives, chemicals, residues of manufacturing processes, wastes from commercial food preserving or canning, from slaughter houses or meat processing plants, and similar substances, whether dissolved, in suspension, or mechanically carried by water, shall be considered as industrial wastewater.
57. "Industrial User" shall mean manufacturing, processing, or other non-residential or non-commercial facilities which discharge high quantities of wastewater or non-sanitary industrial wastes into a public sewer. All industrial users are regulated and allowed to discharge to the waters of the Town. In addition to individual permits issued by the State of Connecticut, the WPCA reserves the right to regulate industrial users via an individual discharge permit issued by the WPCA. Industrial users include but are not limited to Intermunicipal users, hospitals, professional medical offices, car washes, commercial laundries, manufacturing facilities, metal finishing facilities, food processing facilities, packaging facilities, etc.
58. "Industrial Wastes" shall mean the liquid or solid wastes from industrial processes, trade, or business, as distinct from sanitary sewage.
59. "Industrial Wastewater" shall mean the liquid wastes resulting from the processes employed in industrial, manufacturing, trade, or business establishments.
60. "Infiltration" shall mean the water entering a sewer system and service connections from the ground, through such means as, but not limited to, defective pipes, pipe joints, connections, or manhole walls. Infiltration does not include, and is distinguished from, inflow.
61. "Inflow" shall mean the water discharged into a sewer system and service connections from such sources as, but not limited to, roof leaders, cellar, yard and area drains, foundation drains, cooling water discharges, drains from springs and swampy areas,



manhole covers, cross connections from storm sewers and combined sewers, catch basins, storm water, surface runoff, street washes, or drainage. Inflow does not include, and is distinguished from, infiltration.

62. "Infiltration/Inflow" shall mean the total quantity of water from both infiltration and inflow source without necessarily distinguishing the exact source.
63. "Interest Rate" shall equal 1.5% per month; 18% per annum or the maximum value as modified by State of Connecticut General Statutes.
64. "Interference" shall mean a discharge which alone or in conjunction with a discharge(s) from other sources:
 - A. Inhibits or disrupts the POTW, its treatment processes or operations, or its sludge processes, use or disposal;
 - B. Inhibits or disrupts the POTW biological processes including the removal of organics, conversion of Ammonia Nitrogen (Nitrification) to Nitrate Nitrogen and off gassing of Nitrate Nitrogen (De-Nitrification).
 - C. Therefore is a cause of a violation of any requirement of the POTW's NPDES permit (including an increase in the magnitude or duration of a violation) or of the prevention of sewage sludge use or disposal in compliance with the following statutory provisions and regulations or permits issued thereunder (or more stringent State or local regulations): Section 405 of the Clean Water Act, the Solid Waste Disposal Act (including Title II, the Resource Conservation and Recovery Act) , and including State regulations contained in any State sludge management plan prepared pursuant to Subtitle D of the SWDA), the Clean Air Act, the Toxic Substances Control Act and the Marine Protection, Research and Sanctuaries Act.
65. "Invert" shall mean the bottom inside of the sewer pipe.
66. "Lateral Stub" shall mean a pipe incidental to a sewer that lies between the sewer and some point at the side of the street, highway, or property line, which has been capped, for intended extension to a building sewer or house connection as defined above. When a lateral stub has been connected to a house connection or building sewer, it shall become, and thereafter be, a part of such house connection or building sewer to be maintained as provided for house connections.
67. "May" is permissive (see "Shall")
68. "mg/L" shall mean milligrams per liter.
69. "Mixed Use" shall mean a property that has more than one designation. Mixed use properties include properties that have a commercial enterprise on one or more levels



and residential units/apartments on one more level.

70. "National Pollution Discharge Elimination System (NPDES) Permit" shall mean a permit issued pursuant to Section 402 of the Clean Water Act (33 U.S.C. 1342).
71. "National Pretreatment Standard" or "Pretreatment Standard" shall mean any regulation containing pollutant discharge limits promulgated by the U.S. Environmental Protection Agency in accordance with Section 307 (b) and (c) of the Clean Water Act which applies to industrial users (IUs), including the specific prohibitions found in 40 CFR 403.5.
72. "Natural Outlet" shall mean any outlet, including storm sewers and combined sewer overflows, into a water course, pond, ditch, lake, or other body of surface or groundwater.
73. "NH₃" shall mean Ammonia Nitrogen measured under standard laboratory procedures, expressed in terms of mass and volume (milligrams per liter, mg/L).
74. "Non-renderable Fats, Oils, and Grease" is food grade grease that has become contaminated with sewage, detergents, or other constituents that make it unacceptable for rendering.
75. "Oil & Grease" shall mean fats, waxes, grease, including petroleum hydrocarbons, biological lipids, and mineral hydrocarbons.
76. "OSHA" shall mean the Occupational Safety & Health Administration as administered through the United States Department of Labor.
77. "Overflow Sewer" shall mean a pipe or conduit, with appurtenances provided to carry some part of flow entering or within any sewer in excess of the Capacity of that sewer, or some portion of the flow within said sewer. Overflow sewers shall only exist or have been provided in connection with and for excess flows from combined sewers.
78. "Owner" shall mean any person vested with ownership, legal or equitable, sole or partial, of any improved property.
79. "Pass Through" means a discharge which exits the POTW into waters of the United States in quantities or concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the POTW's NPDES permit (including an increase in the magnitude or duration of a violation).
80. "Person" Any individual, partnership, co-partnership, firm, company, corporation, association, group or society, joint stock company, trust, estate, the State and agencies, districts, commissions, and political subdivisions created by or pursuant to



State Law, or any other legal entity, or their legal representatives agents, or assigns. The masculine gender shall include the feminine, the singular shall include the plural where indicated by the context.

81. "pH" shall mean the logarithm of the reciprocal of the hydrogen ion concentration. The concentration is the weight of hydrogen ions, in grams, per liter of solution as determined in accordance with the "Standard Methods."
82. "Pollutant" shall mean any material or substance that may cause an alteration of the chemical, physical, biological, or radiological integrity of the POTW or its receiving waters.
83. "POTW (Publicly Owned Treatment Works)" shall mean the treatment works operated by the Town of Stafford and its agents, including any devices and systems, whether owned by the Town of Stafford or under its control, used in the collection, storage, treatment, recycling and reclamation of municipal sewage or industrial wastes of a liquid nature and also including without limiting the generality of the foregoing, the Town of Stafford's Wastewater Treatment Facilities and appurtenances, the sewers, pipes, pumping stations and other devices conveying wastewater to the treatment facilities, and sludge processing systems whether operated by the Town of Stafford directly or by a contractor or agent of the Town of Stafford.
84. "Pretreatment or Treatment" shall mean the reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater to a less harmful state prior to or in lieu of discharging or otherwise introducing such pollutants into a Water Pollution Control Facility. The reduction or alteration can be obtained by physical, chemical, or biological processes, or process changes or by other means except as prohibited by Title 40, Code of Federal Regulations, Section 403.6(d).
85. "Pretreatment Requirements" shall mean any Federal, State, or Local substantive or procedural requirement related to pretreatment other than a National Pretreatment Standard imposed on a user.
86. "Pretreatment Standards" shall mean all applicable federal rules and regulations implementing Section 307 of the Clean Water Act, as well as any non-conflicting state or local standards.
87. "Property" or "Parcel" or "Lot" shall mean an area of land as marked on the assessment maps and/or drawings in the office of the Assessor, Town of Stafford, Connecticut.
88. "Property Owner" or "Owner of Property" or "Owner" shall mean the person or persons who legally own, lease, or occupy private property with wastewater facilities that



discharge, or can discharge to the Town's wastewater collection and/or treatment facilities.

89. "Public Sewer" shall mean a sewer controlled and maintained by a governmental agency or public utility.
90. "Receiving Waters" shall mean any watercourse, river, pond, ditch, lake, aquifer, or other body of surface or ground water receiving discharge of wastewaters.
91. "Receiving Water Quality Standards" shall mean the Connecticut Water Quality Standards, as put forth by the State of Connecticut.
92. "Renderable Fats, Oils, and Grease" is material that can be recovered and sent to renderers for recycling into various usable products. Renderable grease is created from spent products collected at the source, such as frying oils and grease from restaurants. This material is also called yellow grease.
93. "Renderable Fats, Oils, and Grease Container" refers to a closed, leak-proof container for the collection and storage of food grade fats, oil, and grease.
94. "Regional FOG disposal facility" is a facility for the collection and disposal of non-renderable FOG approved by the Connecticut Department of Energy and Environmental Protection.
95. "Residential User" shall mean a residential property that is zoned by the Town of Stafford for permanent or seasonal residences. Residential users include single family homes, multifamily homes, permanent trailer/mobile style homes, apartments, and condominiums. Multifamily homes shall be equivalent single family dwellings based on the number of multifamily units (i.e. two family = 2 single family dwellings, three family = 3 single family dwellings, etc.)
96. "Sanitarian" shall mean the Sanitarian of the Town of Stafford or the duly authorized deputy, agent, or representative of the Director of Health.
97. "Sanitary Sewage" or "Domestic Sewage" shall mean the common wastewater and water-carried wastes from human dwellings and from toilet and lavatory fixtures, kitchens, laundries, and similar facilities of business, and industrial buildings. Sanitary sewage shall not include storm water from roofs, yards, streets or open spaces, water from land surfaces or brooks, clean waste or overflows from springs, wells, or subsoil drainage, large volumes of clean water from air conditioning or other cooling or condensing facilities, clean wastewater from hydraulically-operated contrivances and those wastes included within the definition of "industrial wastewater."



98. "Sanitary Sewer" shall mean a sewer intended to convey only sanitary sewage, or, if so stipulated with respect to the particular sewer, sanitary sewage plus industrial or other wastes. Sanitary sewers shall not be intended to convey storm water, nor more than very small quantities of cooling water and/or ground water.
99. "Sanitary Sewer Service" shall mean the privately owned sewer service which conveys the sewage from the building where it is generated to the publicly owned sanitary sewer.
100. "Septage" shall mean the liquids and solids which are pumped/removed by a contracted hauler from a cesspit, cesspool, pump chamber, septic tank/settling tank, or holding tank used to treat domestic sewage, normally as part of a subsurface sewage disposal system.
101. "Sewage" shall mean wastewater, water-carried wastes, or a combination of them discharged into and conveyed by sewers, or intended to be customarily discharged and conveyed. Sewage may be referred to as wastewater. From the standpoint of source, "sewage" or "wastewater" may be a combination of the liquid and water-carried waste from residences, commercial buildings, industrial plants, and institutions together with any groundwater, surface water, and storm water that may be present.
102. "Sewage Treatment Plant" see Water Pollution Control Facility.
103. "Sewage Collection System" means all facilities for the collecting and pumping to collect and convey sewage to the Water Pollution Control Facility.
104. "Sewer" shall include the main pipe or conduit, manholes and other structures, and equipment appurtenant thereto, provided to carry sewage, industrial wastes, storm water, cooling water, or similar wastes, subject in each particular case to the purposes and limitations imposed upon the particular pipe or conduit or sewer. Where the context so indicates, the word "sewer" shall be restricted to pipes and conduits intended to convey sanitary sewage. Where the context so indicates, the words "public sewer" shall be used only with respect to the main line of pipe or conduit, owned, controlled and maintained by a public municipal body for the conveyance of waste or sewage from several properties, and shall not be understood to include house connections or connections between the main sewer and individual properties, which house connections are maintained by the owners or tenants of the properties using them.
105. "Sewer Connector" see Sanitary Sewer Service.
106. "Sewer Connection Permit" shall mean a permit required for a private owner to make a connection to the publicly owned sewer.



107. "Sewer Main" shall mean a sewer constructed of adequate diameter, slope, and material having the capability, in the opinion of the WPCA, to function as a public sewer.
108. "Sewer Use" shall mean the amount of wastewater generated by a property on a daily basis by the said for conveyance and treatment by the WPCF. This amount of wastewater generated may be used to calculate the sewer fees due for the said property."Sewer Authority" or "Authority" shall mean the Stafford Water Pollution Control Authority.
109. "Sewer User" or "User" shall mean any person who contributes, causes, or permits the contribution of sewage into the Town of Stafford's sanitary sewer system.
110. "Shall" is mandatory (see "May")
111. "Slug" shall mean any sudden or excessive discharge which exceeds permitted levels either in terms of pollutant concentration or instantaneous flow rate in such a manner as to adversely affect the sewage collection system and/or the Water Pollution Control Facility.
112. "Soluble Oil" shall mean oil which is of either mineral or vegetable origin and disperses in water or sewage at temperatures between 0°C and 65° C. For the purposes of these regulations, emulsified oil shall be considered as soluble oil.
113. "Spill" shall mean the release, accidental or otherwise, of any material not normally released to the facilities, which by virtue of its volume, concentration, or physical or chemical characteristics, creates a hazard to the facilities, their operation, or their personnel. Such characteristics shall include but are not limited to volatile, explosive, toxic, or otherwise unacceptable materials.
114. "Standard Methods" shall mean the latest edition of Standard Methods for Examination of Water and Wastewater, published by the American Public Health Association, Water Pollution Control Federation, and American Water Works Association.
115. "Storm Sewer" or "Storm Drain" where the context so indicates or implies, shall mean a pipe, conduit, sewer or drain, with appurtenances, provided and intended for the conveyance of storm water with or without other unplugged waters as may have been stipulated for any particular drain or sewer.
116. "Storm Water" shall mean any flow occurring during or immediately following any form of natural precipitation and resulting there from. Storm water shall include the runoff or discharge of rain and melted snow or other clean water from roofs, surfaces of public or private lands or elsewhere. Storm water shall not include the flow of any natural brook, rivulet, or stream, even if the source of such water is storm runoff from land or



other property. Once runoff has entered the channel of such brook or natural watercourse it is no longer considered storm water. Storm water shall include only water which is sufficiently clean and unplugged to admit of being discharged, without treatment or purification, into any natural open stream or watercourse without offense.

117. "Storm Drain" or "Storm Sewer" shall mean a sewer which carries storm and surface waters and drainage, but excludes sewage and industrial wastes other than unpolluted cooling water.
118. "Subdivision" shall mean the development and division of a lot, tract, or parcel of land into two or more lots, plats, sites, or otherwise for the purpose of establishing or creating a subdivision through sale, lease, or building development.
119. "Superintendent" shall mean the Superintendent of the Town of Stafford WPCF, or his authorized deputy, agent, or representative. "Suspended Solids" or "Total Suspended Solids" or "SS" or "TSS" shall mean total suspended matter that either floats on the surface of, or is suspended in wastewater or other liquids and that is removable by laboratory filtering as prescribed in *Standard Methods for the Examination of Water and Wastewater* 40 CFR 136.
120. "TKN" shall mean Total Kjeldahl Nitrogen which is the sum of Organic Nitrogen and Ammonia Nitrogen measured under standard laboratory procedures, expressed in terms of mass and volume (milligrams per liter, mg/L).
121. "Town" shall mean the Town of Stafford, Connecticut.
122. "Toxic Pollutant" or "Toxic" shall mean any pollutant or combination of pollutants listed as toxic in regulations promulgated by the Administrator of the Environmental Protection Agency under the provisions of Section 307(a) of the Act or other Acts.
123. "TP" shall mean Total Phosphorous, which is the sum of the organic, and inorganic forms of phosphorus measured under standard laboratory procedures, expressed in terms of mass and volume (milligrams per liter, mg/L).
124. "Unpolluted Water" is water of quality equal to or better than the effluent criteria or water that would not cause violation of receiving water quality standards as put forth by the State of Connecticut and would not be benefited by discharge to the sanitary sewers and wastewater treatment facilities.
125. "User" shall mean any person who contributes, causes, or permits the contribution of sewage into the public sewer or sewage works. (see also "Sewer User")
126. "Wastes" shall mean substances in liquid, solid, or gaseous form, which can be carried in water.



127. "Wastewater" shall mean the spent water of a community. From the standpoint of source, it may be a combination of the liquid and water-carried wastes from residences, commercial buildings, institutions, and industrial establishments, together with any groundwater, surface water, and storm water that may be present, whether treated or untreated, which is discharged into or permitted to enter the Town of Stafford's wastewater treatment system. (see also "Sewage")
128. "Wastewater Treatment Facility" see Water Pollution Control Facility.
129. "Wastewater Treatment System" or "System" shall mean any devices, facilities, structures, equipment, or works owned or used by the Town of Stafford for the purpose of the transmission, storage, treatment, recycling, and reclamation of industrial and domestic waste, or is used for the ultimate disposal of sludge resulting from such treatment.
130. "Wastewater Facilities" shall mean the structures, equipment, and processes required to collect, carry away, and treat domestic and industrial wastes and dispose of the effluent.
131. "Water Pollution Control Authority" (WPCA) shall mean the Water Pollution Control Authority of the Town of Stafford empowered by the Connecticut State Statutes and often referred to herein as the "Sewer Authority" or "Authority".
132. "Water Pollution Control Facility" (WPCF) shall mean an arrangement of devices and structures owned by the Town of Stafford for treating sewage and sludge. Sometimes used as synonymous with "sewage treatment plant" or "wastewater treatment facility". The facility is located at 50 River Road, Stafford Springs, Connecticut, 06076.
133. "Watercourse" means a natural or artificial channel for the passage of water either continuously or intermittently.
134. "WPCA Office" or "Office of the WPCA" shall mean the office of the Water Pollution Control Authority for the Town of Stafford located at the Water Pollution Control Facility (WPCF).

All other words and terms not otherwise defined herein shall be construed as having meaning defined in the Glossary: Water and Wastewater Control Engineering, published by the Joint Committee of American Public Health Association, ASCE, American Water Works Association, and Water Pollution Control Federation, or the latest edition of Standard Methods for the Examination of Water & Wastewater, published by the American Public Health Association as either may be amended from time to time, and, if undefined in either publication, by their general and common usage.



Section 1.12 Validity of Provisions

The invalidity of any section, clause, sentence, or provision of these regulations shall not affect the validity of any other part of these regulations which can be given effect without such invalid part or parts. If any provisions of local, State, or Federal regulations are determined to be in conflict, the provisions of the stricter interpretation/regulations shall be valid and take precedence.

These Regulations shall be in full force and effect from and after their passage, approval, recording, and publication as provided by law.



Article II. Required Use of Public Sewers

Section 2.01 Unlawful Discharge of Wastewaters

It shall be unlawful to discharge to any natural outlet, watercourse, pond, ditch, or lake within the Town of Stafford or in any area under the jurisdiction of said Town, any sanitary sewage, industrial wastes, or other polluted waters, except where suitable treatment has been provided in accordance with subsequent provisions of these regulations and applicable State and Federal laws and regulations. Wastewater discharges to the Town's sewage collection system are not authorized unless approved by the WPCA in accordance with provisions of these regulations.

No order to connect shall be issued to a property owner until after a public hearing with respect thereto and after due notice in writing to such property owner has been made in accordance with Connecticut General Statutes Sec. 7-257. If any owner fails to comply with an order to connect, the WPCA shall cause the connection to be made and shall assess the expense thereof against such owner.

Section 2.02 Required Connection to Public Sewers

The owner of all houses, buildings, or properties used for human occupancy, employment, recreation, or other purpose, situated within the Town and abutting on any street, alley, or right-of-way in which there is now located or may in the future be located, a public sanitary sewer, shall at the Owners expense, be required to connect his sewer facilities directly to the public sewer in accordance with the provisions of these regulations within six months after date of official notice to do so. This section shall not be applicable to any property the boundary line of which on said street is not within 300 feet of said sewer or sewer extension.

It shall be unlawful for any person to construct or maintain any privy, privy vault, septic tank, cesspool, or other facility intended for the disposal of sewage if public sewers are available. Portable chemical toilets may be utilized on a temporary basis after obtaining written approval from the Town.

Section 2.03 Requirements for New or Modified Discharges

Any person proposing a new or modified discharge into the Town's sanitary sewer collection system shall notify the WPCA prior to the proposed connection or change. New and modified discharges include anything that would cause substantial change in the volume or character of pollutants, in the opinion of the Superintendent. No new connection shall be made before the user has first obtained a permit from the State, federal, and/or other governmental agencies of jurisdiction for such discharges to connect in accordance with Article IV of these regulations. No new or modified discharge may be connected unless all sewer fees owed to the WPCA have been paid in full for all properties owned by the person or persons proposing the new or modified discharge. Any person proposing a new or modified discharge shall comply with all design and construction standards and discharge limitations as provided in applicable sections



of these regulations. All new or modified discharges, both public and/or private, shall be subject to connection/impact fees as outlined herein. The WPCA shall not waive connection/impact fees under any circumstances.



Article III. Private Sewage Disposal

Section 3.01 Required Connection to Private Sewage Disposal Systems

Where a public sanitary sewer is not available, the building sewer shall be connected, at the owner's expense, to a private sewage disposal system complying with the provisions herein and the Connecticut Public Health Code (See Appendix C).

Section 3.02 Permit to Construct a Private Sewage Disposal System

Before commencement of construction of a private sewage disposal system, the owner shall first obtain a written permit signed by the Director of Health/Sanitarian or their authorized representative. Permission to discharge shall not become effective until the installation is completed to the satisfaction of the Director of Health or their authorized representative.

Section 3.03 Disposal of Septage

1. For Residents in the Town of Stafford Not Connected to the Sanitary Sewer Service

Septage that is pumped from private subsurface sewage disposal systems shall be removed and disposed of by authorized subsurface sewage disposal system cleaners licensed by the State of Connecticut in accordance with the requirements of the Connecticut General Statutes. All costs associated with the removal and disposal of the private subsurface sewage disposal systems shall be the responsibility of the home owner. The private subsurface sewage disposal system septage shall be disposed of at a Water Pollution Control Facility in accordance with the Connecticut General Statutes and all regulations of said Water Pollution Control Facility.

2. For Contracted Haulers at the Town of Stafford – Water Pollution Control Facility

The Town of Stafford, may from time to time permit the discharge and treatment of septage that is pumped from private subsurface sewage disposal systems, only from the Town of Stafford, at the Water Pollution Control Facility. The septage from private subsurface sewage disposal systems shall be removed and disposed of by authorized subsurface sewage disposal system cleaners licensed by the State of Connecticut in accordance with the requirements of the Connecticut General Statutes. The septage shall be disposed of in accordance with the directives of the WPCF Superintendent and shall be subject to the disposal/tipping fees established by the WPCA. The WPCF Superintendent shall have the sole discretion to reject septage loads based on the process control requirements of the WPCF or the composition of the septage load. The disposal of septage at the WPCF shall be on a first come first service basis. Septage haulers who call ahead and schedule a septage disposal/delivery shall have their disposal volume guaranteed. Septage haulers who schedule an appointment and then cancel the appointment shall be responsible for a cancellation penalty equal to double



the septage disposal/tipping fees for a full truck established by the WPCA. Disposal of septage at the WPCF shall be limited to a maximum of 6,000-gallons per day. Violators of the requirements stated herein shall be subject to the penalties noted within these regulations.

Section 3.04 Disposal of Fats Oils and Grease and Oil/Water Interceptor Pumping's

1. For Properties in the Town of Stafford Not Connected to the Sanitary Sewer Service

The fats, oils and grease and oil/water interceptor pumping's from private systems shall be removed and disposed of by authorized fats, oils and grease and oil/water interceptor system cleaner licensed by the State of Connecticut in accordance with the requirements of the Connecticut General Statutes. All costs associated with the removal and disposal of the fats, oils and grease and oil/water interceptor pumping's shall be the responsibility of the property owner. The fats, oils and grease and oil/water interceptor pumping's shall be disposed of in accordance with the Connecticut General Statutes and all regulations of said Water Pollution Control Facility.

2. For Sanitary Sewer System Users

No fats, oils and grease and oil/water interceptor bypass shall be disposed of within the Town of Stafford sanitary sewer system. It is the responsibility of the property owner to inspect and maintain said fats, oils and grease and oil/water interceptor system. Violators of the requirements stated herein shall be subject to the penalties noted within these regulations.

3. For Contracted Haulers at the Town of Stafford – Water Pollution Control Facility

No fats, oils and grease and oil/water interceptor pumping's shall be disposed of at the WPCF. Violators of the requirements stated herein shall be subject to the penalties noted within these regulations.

Section 3.05 Exclusions

This section shall not apply to any private system that discharges directly to a natural outlet watercourse or groundwater by authority of a separate NPDES permit and is in full compliance with applicable State and federal laws.

Section 3.06 Special Requirements

No statement contained in this article shall be construed to interfere with any special additional requirements that may be imposed by the Town, State or Federal Authority having jurisdiction in the permitting, design, construction and/or operation/maintenance of private sewage disposal facilities.



Article IV. **Permit Applications Required to Connect to or Alter Public Sewer**

Section 4.01 General

No person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof without first obtaining a written permit from the WPCA and paying all fees in full. Any person proposing a new discharge into the system or a substantial change in the volume or character of pollutants that are being discharged into the system shall notify the WPCA a minimum sixty (60) days prior to the proposed change or connection, and shall be required to obtain a written permit as well as approval from the WPCA for said new connection or substantial change in discharge.

Section 4.02 Sewer Connection Permit

(a) *General*

Building Sewer Permit

Any person, persons, or business intending to connect, or repair a building sanitary sewer service from his property to the public sewer shall first obtain a permit to connect from the WPCA. No work shall be completed until it has been approved by the WPCA or its designated representative and all fees have been paid. Owners of establishments discharging industrial type wastewaters (and some commercial users) into the Town's sewerage system may also be required to obtain an Individual Wastewater Discharge Permit.

Sewer Main Alteration/Extension Permit

Any person may propose an extension, replacement, or relocation of a publicly owned sewer to serve a new or rehabilitated building or development. Any person who proposes to extend, replace, or relocate a publicly owned sewer shall prepare and submit for review and approval by the WPCA construction plans with an original stamp by a licensed Professional Engineer in the State of Connecticut, supplemented by such other permits, plans, specifications, and information the WPCA deems necessary to determine whether to approve or deny the request. Permit Fee's as set forth-in Appendix A shall apply to all proposed Sewer Main Alteration/Extension Permits. Extension, replacement, or relocation of a publically owned sewer shall not commence without the WPCA's prior written approval and the issuance of a permit as set forth herein. Every extension, replacement, or relocation of a publically owned sewer shall be designed and constructed in accordance with the current municipal design standards, requirements, specifications, and standard details as set forth in Article XII. All expenses incurred pursuant to the extension, replacement or relocation of a publicly owned sewer including but not limited to application,



application fees, engineering, legal, permitting, construction, inspection, and connection costs, shall be borne by the applicant.

The WPCA, at its sole discretion, may elect to design and construct any and all proposed infrastructure components which are to be publically owned upon completion of construction. Proposed infrastructure components include but are not limited to proposed/relocated sanitary sewer mains or extensions, wastewater pumping stations, metering stations, water pollution control facilities, etc. Should the WPCA elect to design and construct the proposed infrastructure components which are to be publically owned upon completion of construction, all costs incurred by the WPCA associated with the final completed project (legal, engineering, construction, incidentals, appurtenances, etc.) shall be back charged to the applicant. The back charges to the applicant incurred by the WPCA shall be paid in full prior to connection. The back charges to the applicant shall be in addition to the impact/connection fees from the WPCA, which are separate charges.

Requirement to Provide Service

All projects which require sewer extensions, replacements, or relocations shall become publicly owned sewers upon completion of the project. All sewer extensions, replacements, or relocations shall provide sanitary sewer service to all existing properties which are currently sewered as well as all un-sewered properties (regardless if they are developed or undeveloped) properties which abut the sewer extensions, replacements, or relocations. All existing building sewers shall be replaced to the property line with a cleanout provided at the property line. All existing un-sewered properties (regardless if they are developed or undeveloped) shall be provided with a building sewer to the property line with a cleanout provided at the property line. The applicant shall not be responsible for connection/impact fees for existing un-sewered properties (regardless if they are developed or undeveloped) that are not part of the applicants project (current or future). The un-sewered property owner shall pay the connection/impact fees at the time of connection the sanitary sewer system.

(b) *Permit Classifications*

There shall be four classes of sewer permit applications:

- i. Permit Type (1) Residential
- ii. Permit Type (2) Commercial
- iii. Permit Type (3) Industrial
- iv. Permit Type (4) Sewer Main Alteration/Extension



(c) *Application Process*

i. Preliminary Review

The Applicant is encouraged to meet with the Superintendent, or his authorized agent, to discuss the project, and review preliminary plans and the application in an informal discussion. The Applicant may incorporate these comments. The WPCA may incorporate these comments. The WPCA may provide comments for incorporation into the plans or approve the preliminary plans for Public Hearing.

ii. Submit Completed Application Forms

The application for a permit shall be made on forms provided by the WPCA. The application shall be signed by the owner of the premises to be served or his authorized agent and by the drain layer who has been chosen to perform the work of installing and connecting the building drain to the public sewer. The application shall state the location and ownership of the property to be served by the sanitary sewer in question; the post office address of said property owner, a brief description and engineering plans of the work to be done, and shall contain an agreement that the permittee shall do the work in accordance with the requirements of the WPCA, Town, and local laws, ordinances and regulations, and permits as those laws, etc., may apply to the particular location or work, and shall save the said WPCA, Town, and others harmless from damages, loss, damage claims, etc. Permit Application Fees shall be submitted with each Application according to the class of permit for which the applicant is applying. The WPCA shall not begin processing the Application until all fees have been paid in full.

iii. Plans

The application shall include 2 hard copies and 1 electronic copy of engineered plans showing the proposed installation and construction details in sufficient detail to enable the WPCA or its approved agent to determine that the proposed installation meets the requirements of these regulations and other applicable specifications, codes, and laws.

A Professional Engineer's Design is required for **all** *Type (2) Commercial, Type (3) Industrial, and Type (4) Main Alternation* applications. Additionally, *Type (1) Residential* applications shall submit design documents for all residential construction connections. Engineered plans shall be stamped by a Professional Engineer currently licensed in the State of Connecticut for **all** *Type (2) Commercial, Type (3) Industrial, and Type (4) Main Alternation* applications. In addition all subdivisions submitted as *Type (1) Residential* applications are required to provide engineered plans. Those plans shall be stamped by a Professional Engineer currently licensed in the State of Connecticut.



iv. Request for Pre-requisite Information

The WPCA, or an authorized agent thereof, may, in his discretion, require as a prerequisite to the issuance of any permit that he be furnished evidence. This evidence may include by not limited to:

- a. That any and all necessary permits, etc., to open public streets, State Roads, public or private grounds or property have been or shall be issued,
- b. That the agent of the applicant is properly authorized to sign the application in question, or
- c. Other pertinent information or proof.

v. Sanitary Sewer Impact Report

A Sanitary Sewer Impact Report (SSI Report) is required for **all** *Permit* applications with an average daily sewage flow greater than or equal to 3,000 gallons per day (including infiltration). For multi-phased projects the SSI report shall be developed for the ultimate project buildout. If the average daily flow is less than 3,000 gallons per day (including infiltration), the applicant(s) shall submit written confirmation of such flows to the WPCA for review and approval. All SSI Reports shall be conducted by the WPCA Engineer. All engineering fees associated with the SSI Reports shall be back charged to the developer/applicant.

All flow computations shall be based on the values assigned herein.

- a. Peaking Factor shall be in accordance with Technical Paper #16 prepared by the New England Interstate Water Pollution Control Commission.
- b. Infiltration rate for Polyvinylchloride (PVC) pipe shall be 100 gallons per day per mile of pipe, per inch of pipe diameter.
- c. Infiltration rate for Reinforced Concrete pipe (RCP) shall be 500 gallons per day per mile of pipe, per inch of pipe diameter.
- d. Average Daily Flows shall be calculated as described in the State of Connecticut Public Health Code (See Appendix C).
- e. When requested applicant shall provide testing results for all wastewater that is to be directed to the Public Sewer. The minimum testing components shall be as follows, additional testing based on the actual proposed connection may be required:



Chemical Oxygen Demand (COD)	Bio-chemical Oxygen Demand (BOD)	Total Suspended Solids (TSS)
Total Dissolved Solids	Ammonia Nitrogen	Total Kjeldahl Nitrogen
Nitrate Nitrogen	Total Phosphorous	Ortho Phosphorous
Copper	Iron	Mercury
Nickel	Zinc	Aluminum

All testing shall utilize an ASTM method which tests to the lowest EPA approved detection limit.

- f. When requested the applicant shall submit expected chemical constituents and concentrations for all chemicals utilized on site (Industrial and Commercial). These should be substantiated with facilities of comparable size and process.
- vi. Engineering Review

The WPCA shall send all Type (2), Type (3) and Type (4) permit applications and some Type (1) permit applications for review by the WPCA Engineer for consistency with Federal, State, and Local Regulations, these regulations, and standard engineering practice. All engineering fees associated with the engineers review shall be back charged to the developer/applicant.

- vii. Planning and Zoning Commission

The Applicant shall submit the site plans to the WPCA for evaluation of Assessment and conformance with these regulations. Upon approval by the WPCA, the application shall submit the WPCA approved plans to the Town Planning and Zoning Commission for review and approval. Should the Town Planning and Zoning Commission require modifications to the plans which affect or could affect the sanitary sewer the applicant shall re-submit plans to the WPCA or its designated representative for review and approval. Upon approval by the Town Planning and Zoning Commission, the applicant shall finalize plans for filing with the Town Clerk.

- viii. Connection/Impact Fees

The WPCA shall levy connection/impact fees for the connection of each new property/unit and for the modification of existing buildings/properties. For modifications of existing properties the connection/impact fees shall be levied for the incremental flow from the properties. Properties which are vacant/abandoned properties or have not discharged to the system in 6 months shall have an existing flow of zero. No refunds shall be provided for a decrease in the flow allocation from the property and the property shall still be subject to other fees as set forth in Appendix A. Properties which demolish the existing structure and construct a new sewer service shall be considered a new connection. Properties which demolish the existing structure and re-use the existing sewer service without increasing the flow from the demolished property shall not be levied a connection/impact



fee but shall still be subject to other fees as set forth in Appendix A. Connection/Impact Fee's shall be as set forth in Appendix A.

ix. Recommendation of Superintendent

The Superintendent or his authorized agent shall make a recommendation to the WPCA for the approval, rejection, or continuance based on the Application's conformance to these regulations.

x. Meeting of the Authority

The Applicant or his agent shall present the proposed sanitary sewer connection for consideration by the WPCA for **all** *Type (2) Commercial* and *Type (3) Industrial* permit applications. The WPCA shall make judgment on the Application based on applicable Federal, State, and Local regulations, and these regulations.

For individual residential connections (*Type (1) Residential* permit applications), the Superintendent shall make a determination if the Applicant or his agent shall be required to present the proposed connection to the WPCA for consideration by the WPCA or if the recommendation of the Superintendent is sufficient. For all residential sub divisions, the Applicant or his agent shall be required to present the proposed connection to the WPCA for consideration by the WPCA. The WPCA shall make judgment on the Application based on applicable Federal, State, and Local regulations, and these regulations.

For *Type (4) Main Alteration* permit applications, the WPCA, or an authorized agent thereof, may, in his discretion, require:

a. WPCA Public Hearing for Sewer Extension

The WPCA schedules, advertises and conducts a Public Hearing for the construction of sanitary sewers together with notifying affected property owners besides the applicant.

b. Action by the WPCA

The WPCA takes action on the Public Hearing. The Action shall be taken not less than 10 days and no later than 30 days following the Public Hearing.

c. Pre-requisite Information

As a prerequisite to the issuance of any permit that he be furnished evidence including but is not limited to:

- i. That any and all necessary permits, etc., to open public streets, State Roads, public or private grounds or property have been issued,



- ii. That the agent of the applicant is properly authorized to sign the application in question, or
 - iii. Other information or proof pertinent to the particular job in question.
- d. Developer's Permit Agreement

The WPCA shall prepare a Developer's Permit Agreement for the proposed project on behalf of the Applicant. The WPCA shall consider the payment in full of all Sewer Connection/Impact Fees as well as all past due sewer use fees as a condition of the approval of Developer's Permit Agreement. All costs incurred by the WPCA for the preparation of the Developer's Permit Agreement shall be paid in full by the applicant.

Section 4.03 Sewer Service Repair Permit

Any person or persons intending to repair an existing sewer service shall obtain a permit from the WPCA prior to commencement of work. Each permit requires a Sewer Service Repair Permit Fee, in accordance with the schedule set forth in Appendix A. Responsibility and liability for all repair work shall be the same as are herein imposed for original connections.

No permit shall be issued, except where deemed by the WPCA to be an emergency, to make an excavation in a public way until the applicant files with the WPCA copies of the notices to public utility companies as required by the Connecticut General Statutes. Applicant shall also comply with all applicable Local, State and Federal rules and regulations, regarding trench excavation and safety, where applicable.

Section 4.04 Disconnection Permit

When any building or structure, or portions thereof, served by a connection to any public sewer is destroyed, demolished, abandoned, or altered in such manner that any building sewer or connection is, or is to be, no longer connected to a plumbing system or portion thereof, or to any other inlet permitted under these regulations, such connection to the public sewer shall be sealed off so that no water or other wastes shall be permitted to enter the public sewer. Such sealing shall be by bulkheading or capping and shall be performed at the street line or, if impracticable, at a point acceptable to the WPCA. All such work shall be done by a drain layer under permit from the WPCA, and opportunity shall be afforded representatives of the WPCA to inspect said sealing. In the case of planned destruction, demolitions, abandonment, or alterations, the WPCA shall be notified in advance, a permit obtained, and said sealing accomplished prior to said destruction, demolitions, abandonment, or alteration. In case of unplanned destruction of building or structure, said sealing shall be accomplished at the earliest practicable time. Such sealing shall be arranged for by the demolition contractor, but in any event, it shall be the responsibility of the owner to see that the work is carried out in conformity with the provisions of these regulations and to the satisfaction of the WPCA. A Sewer Disconnection Permit shall be obtained for the work, and the work shall be inspected by the



WPCA or an authorized agent. Their shall be a sewer disconnection permit fee as set forth-in Appendix A. The fee shall apply to all disconnection permits.

Section 4.05 Right to confirm compliance

(a) *Accessibility to Site*

By applying for, operating under, or holding any permit issued hereunder, said person agrees, grants and permits any WPCA employee and/or duly authorized representatives of the WPCA bearing proper credentials and identification the right to enter the subject property for the purposes of inspection, observation, measurement, sampling, testing, and investigations to the degree necessary to permit the evaluation for compliance with these regulations in accordance with the provisions of these regulations. The WPCA shall provide reasonable notice of any such request and, upon such request, access shall be granted in a timely manner.

(b) *Inspection*

The applicant for the Building Sewer Permit shall notify the Superintendent prior to commencing any construction activities a minimum of 24 hours in advance of when the building sanitary sewer service is ready for inspection and connection to the public sanitary sewer. The connection shall be made under the supervision of the Superintendent or his representative. All connections shall be inspected and approved prior to trench backfilling and compacting. All inspections shall be made during normal WPCA working hours. All inspectional costs shall be borne by the applicant in accordance with the appropriate fee schedule in Appendix A.

Section 4.06 Issuance of Permit

A permit to construct, alter or repair any building sewer under this section shall be issued to the licensed drain layer only after an application as described herein has been submitted and approved. It shall state the location and character of the work to be performed thereunder; the person granted permission to perform such work; a time limit within which the work shall be performed and at the expiration of which the privileges for construction under the permit shall terminate, unless such time limit shall have been extended in writing by the WPCA or its designated representative; and any other pertinent information or conditions. Permits shall not be transferable or assignable by the permittee without the permission of the WPCA or its designated representative. Permit and inspection fees in amounts determined by the WPCA shall be paid to the WPCA at the time the permit is issued.

A connection to the public sewer shall be made only after the building's plumbing has been approved by the Town Building Inspector in order to insure that minimum standards are met for the installation. A fresh air vent shall be required for the building and all plumbing shall be in good working order.



Section 4.07 Suspension/Revocation of Permit

The Chairman and/or Superintendent may suspend permits to connect to the public sewer until the next meeting of the WPCA and shall report the matter at such meeting. Such suspended drain layer and any complainant in said matter shall be notified of such meeting and afforded an opportunity to be heard on the matter at that time. The WPCA may, after said opportunity to be heard has been provided, revoke such permit or may extend the suspension of such permit for such period or limit the activities of such drain layer in such manner as may appear to be in the public interest. The WPCA and Town shall be held harmless as a consequence of said revocation or the cause thereof. All other parties in interest shall be held to have waived the right to claim damages from the WPCA, Town, or its agents on account of said revocation.

Section 4.08 Length of Permit

All Permits identified within this Article shall expire 365 days after the date of issuance. If the work under the permit is not completed within 365 days, renewal of the permit shall be required and must be obtained prior to completion of the project. A Permit Renewal Processing Fee, in accordance with the schedule set forth in Appendix A, is required.

Section 4.09 Reuse of Existing Building Sewers

Existing building sewers may be used in connection with new buildings or rehabilitation/modification to existing buildings only after they are thoroughly cleaned; television inspected and are approved by the WPCA, to meet all requirements of these regulations and considered to be in “good” condition. The cost of cleaning and television inspection of the building sewer shall be the sole responsibility of the owner. Building sewers deemed to be in “good” condition shall be free of infiltration, free of structural defects, free of roots or obstructions, constructed of SDR 35 PVC (for all gravity connections), generally in good working order and have sufficient hydraulic capacity for the proposed connection. All existing building sewers that are NOT constructed of SDR 35 PVC or ductile iron shall be deemed **NOT** to be in “good” condition and shall be replaced. A Sewer Service Repair/Reconnection Permit and the associated fees described herein and noted in Appendix A shall be required regardless if the existing building sewer is re-used or not.

Section 4.10 Protection of Capacity for Existing Users

The WPCA shall not issue a permit for any class of connection to the publically owned sanitary sewer collection system or Water Pollution Control Facilities unless there is sufficient remaining capacity within said systems which has not already been legally committed to other users. The WPCA may permit connections which may exceed the current capacity allocations only if there is an existing legally binding commitment requiring the WPCA to provide the needed Capacity.

If there is insufficient remaining capacity within the publically owned sanitary sewer collection system or Water Pollution Control Facilities and there is no existing legally binding commitment



the WPCA may allow the connection pending upgrades of the publically owned sanitary sewer collection system or Water Pollution Control Facilities. The WPCA shall be responsible for procuring the design and construction for the upgrades publically owned sanitary sewer collection system or Water Pollution Control Facilities. All design, construction and legal costs associated with the upgrades of the publically owned sanitary sewer collection system or Water Pollution Control Facilities shall be the responsibility of the permittee/applicant.

A current list of the capacity allocations that have been established by the WPCA is provided at the Water Pollution Control Facility.

Section 4.11 Sewer Connection/Impact Fees

Sewer connection/impact fees are established by the WPCA and are required for all new constructions, all new structures as well as for modifications to existing structures. The connection/impact fees shall be levied in accordance with the schedule set forth in Appendix A. Fees shall be paid in full prior to the issuance of approval to connect to the sanitary sewer. The connection/impact fees are established by the WPCA to cover the costs associated with providing sanitary sewer service for the sewer connections. Some of the costs are as follows:

(a) *Hydraulic Capacity Improvements*

A limited amount of hydraulic capacity is available within the sanitary sewer collection system, at each of the wastewater pumping stations which are located throughout the sanitary sewer collection system, and at the WPCF. Should the current and proposed flows from the proposed connection exceed 75% of the available capacity the Applicant shall be required to pay for additional capacity upgrades beyond the minimum connection/impact fees noted in Appendix A. Minimum connection connection/impact fees are established by the WPCA and are provided in Appendix A. All connection/impact fees shall be paid in full prior to the issuance of a Sewer Connection Permit. All connection/impact fees are non-negotiable and cannot be waived.

(b) *Hydraulic/Organic Treatment Capacity at WPCF*

A limited amount of organic treatment capacity is available at the WPCF. Should the current and proposed flows/loads from the proposed connection exceed 75% of the available treatment capacity the Applicant shall be required to pay for additional capacity upgrades beyond the minimum connection/impact fees noted in Appendix A. Minimum connection/impact fees are established by the WPCA and are provided in Appendix A. All connection/impact fees shall be paid in full prior to the issuance of a Sewer Connection Permit. All connection/impact fees are non-negotiable and cannot be waived.



(c) *Operations and Maintenance of the System*

Additional maintenance and labor costs within the system associated with the new connection.

Section 4.12 As-Built Plans

(a) *General*

Record Drawings are required for all Types (1) Residential, (2) Commercial, (3) Industrial, and (4) Main Alteration permits as well as for all Disconnection Permits. Record Drawings for all Types (2) Commercial, (3) Industrial, and (4) Main Alteration permits shall be prepared and submitted by a professional Engineer or Licensed Land Surveyor in the State of Connecticut.

(b) *Format*

Prior to final acceptance, the Applicant shall submit two complete sets of Record Drawings to the WPCA for review. Upon approval of Record Drawings, the Applicant shall submit one fixed line Mylar set and one electronic copy (pdf format) of the Record Drawings.

(c) *Information*

- i. All geometry pertaining to street lines and property lines. All surveys shall be tied into North American Datum of 1983 and North American Vertical Datum of 1988.
- ii. Title Sheet showing sheet layout and phase lines, if applicable.
- iii. As-built location of any altered sidewalks, curbs, sidewalk ramps, driveway openings, protective fence, Sewer Mains (size and material), Building Sewers (size and material), and manholes (with top of frame and invert elevations).
- iv. Location of all easements, right of ways and wetlands.
- v. Building sewer, building invert and swing ties to the building sewer connection at the public sewer main and building sewer cleanout.
- vi. North arrow
- vii. Volume and page of all easements conveyed to Town of Stafford.
- viii. Title block indicating "As-Built" or "Record Drawings" with a date.
- ix. Profile sheets showing Sewer Main and manholes, including pipe sizes and materials, top of frame and invert elevations, flow lines, and slopes of pipe.



Section 4.13 GIS System Modifications Updates

Upon completion of the project all Type II, Type III and Type IV applicants shall make all project information (in electronic format) associated with the sewer connection available to the WPCA for incorporation into the WPCA GIS system. GIS system modification permit fees are established by the WPCA and are provided in Appendix A. All GIS system modification permit fees shall be paid in full prior to the issuance of approval to connect to the sanitary sewer. All GIS system modification permit fees are non-negotiable and cannot be waived.

Section 4.14 Permits for Properties/Applicants with Delinquent Sewer Fees

No permit application shall be provided for any property until all past due sewer fees associated with the property and/or property owner (if owning multiple properties) have been paid in full. No permit application shall be provided for any property until an illegal connection survey has been completed for the property and/or property owner (if owning multiple properties) and all illegal connections have been removed.



Article V. Design, Construction, Repair, and Maintenance of Building Sewers

Section 5.01 Unauthorized Contact with Sewers

No unauthorized person shall uncover, make any connections with or opening into, use, alter, repair, or disturb any public sewer, or appurtenance thereof. No person shall insert or place into any public sewer, drain, manhole or other appurtenance thereof any rubbish, unauthorized wastewater, sludge's, or other material which said sewer, drain, manhole or other appurtenance thereof was not intended to receive. No person shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is part of the public sewer system of the Town of Stafford. The Town of Stafford shall seek criminal and civil enforcement, including immediate arrest and/or legal action, to the fullest extent permitted by law, against any person violating this provision.

Section 5.02 Drain Layers

(a) Authorized Persons

No person shall lay or repair any building sewer, private sewer, or make any connection to any public sewer unless such person is duly licensed by the State of Connecticut to perform such work. Employees of the WPCA, while working in an active capacity, are considered authorized.

(b) Application Process

Licenses to perform such work as a drain layer may be issued only to contractors, who can demonstrate to the satisfaction of the WPCA, that they are sufficiently experienced and competent. Any person seeking said license shall file an application on a form provided by the WPCA, which may be obtained from at the WPCA office.

(c) Bond Requirements

- i. When working in public right of ways, a bond shall be posted with the WPCA and the Town in an amount and form acceptable to both the WPCA and the Town for each project. The acceptable amount shall not be less than 10% of the total cost of work or \$10,000; whichever is greater. The following minimum performance bond requirements shall be provided based on the individual project:
 - a. \$5,000 per building sewer connection,
 - b. \$25 per linear foot of public sewer (non-state road)



- c. \$50 per linear foot of public sewer (state road)
 - d. \$1,500 per manhole
 - e. Additional bond requirements as required by the Town of Stafford, where applicable.
 - f. Additional bond requirements as required by the State of Connecticut, where applicable.
- ii. When working on private property, a bond shall be posted with the WPCA and the Town in an amount and form acceptable to both the WPCA and the Town for each project. The acceptable amount shall not be less than 10% of the total cost of work or \$5,000; whichever is greater.

(d) *Insurance Requirements*

Every applicant who has been issued a drain layer license shall submit a Certificate of Insurance in the sum of \$200,000.00/\$500,000.00 Broad Form General Public Liability including coverage for premises operations, independent contractors, as well as damage from explosion, by collapse of structures, and to underground pipes, utilities and structures and \$200,000.00/\$500,000.00 Property Damage Liability. Certificates of Insurance shall name the Town of Stafford and the WPCA as additional insured. In addition, a Certificate of Insurance of Workmen's Compensation coverage shall be filed. All of the above Certificates shall remain in full force and effect for the period of the license granted hereunder and shall be renewed and new Certificates provided to the WPCA upon renewal of the drain layers license. Said insurance shall provide that it shall save, defend, and indemnify the WPCA and the Town of Stafford against any and all claims, liability, loss, expense, action, or damage incurred by the Town of Stafford or the WPCA, including reasonable attorney's fees, arising out of, as a result of, or in any way connected with the performance of the work of the licensee, and for or by reason of any acts or omission of said licensee in the performance of its work. The drainlayer shall comply with any and all applicable Local, State, and Federal codes, rules, and regulations.

(e) *Indemnification*

By applying for said license, and/or holding or operating under said license, any drain layer licensed hereunder agrees that he shall save, defend, indemnify, and hold harmless the WPCA and the Town of Stafford against any and all claims, liability, loss, expense, action, or damage incurred by the Town of Stafford and/or the WPCA, including reasonable attorney's fees, arising out of, as a result of, or in any way connected with the performance of the work of the licensee, and for or by reason of any acts or omission of said licensee in the performance of its work.



(f) *License Suspension/Revocation*

Any drain layers license granted pursuant hereto shall be subject to immediate revocation or suspension upon determination by the WPCA of unsatisfactory performance or violation of any law, statute, code, or of these regulations. The WPCA or its duly authorized agent may suspend work under any permit issued to such drain layer and recommend to the State of Connecticut that the drain layer's State license be suspended or revoked.

(g) *Use of Drain Layers License by Others*

No licensed drain layer shall allow its name to be used by any other person, either for the purpose of obtaining permits, or doing any work under its license.

Section 5.03 Location and Nature of Connection

(a) *General*

Connections to public sewers shall be made only at such points and in such manner as shall have been indicated by the permit issued by the WPCA to make such connection or as the WPCA shall order.

Wherever possible, no building sewer shall be constructed within 25 feet of a water supply well. If a building sewer is constructed within 75 feet of a water supply well it shall be constructed of acceptable pipe material in accordance with all applicable guidelines promulgated by the WPCA, the Connecticut Department of Health (See Appendix C), and the Connecticut Department of Energy and Environmental Protection.

(b) *Sanitary Sewer Connection*

Building sewers serving multi-unit residential dwellings or serving commercial, industrial or institutional structures with flows greater than 10,000 gallons per day shall be connected into a standard or special manhole as ordered by the WPCA. All other connections shall be to a Tee-Wye connection at the public sewer with a service connection lateral to the property. Cleanouts shall be provided at the property line for all service connections.

(c) *Special Requirements*

Whenever possible, the building sewer shall be brought to the building at an elevation to serve the first or main floor of the building. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such building drain shall be lifted by means approved by the WPCA and discharged to the building sewer. Duplex lift systems with alarms shall be provided for all commercial and industrial buildings.



If in the event, the difference in elevation between the building sanitary plumbing and the invert of the sewer main is less than three (3) feet, a check valve or backflow prevention device shall be installed at the building. The cost of installing and maintaining check valves and back flow preventer shall be the sole responsibility of the owner.

(d) *Separate Connections for Each Building*

A separate and independent building sewer shall be provided for every building; except where one building stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, court, yard, or driveway. The building sewer from the front building may be extended to the rear building and the whole considered as one building sewer, however each individual building/unit shall be considered as having an individual sewer connection. In the case of a group of multi-unit dwellings, manufacturing, or commercial buildings situated on a single property, a single connection to the public sewer may be approved by the WPCA. The WPCA shall not assume any obligation or responsibility for damage caused by or resulting from any such aforementioned connection. However, no building sewer shall be constructed from a building not adjacent to a main sewer through a right-of-way or easement, without approval of the WPCA. All permit requirements and impact fees as defined in Article IV shall apply to each individual building/unit.

Section 5.04 Standard Design and Construction Requirements

(a) *General*

The size, slope, alignment, materials of construction of a building sewer, and the methods to be used in excavating, placing of the pipe, jointing, testing, and backfilling the trench and connection of the building sewer to the public sewer shall all conform to the requirements of the building and plumbing code and other applicable standard requirements of the Town of Stafford and those which the WPCA has established herein. In the absence of code provisions or in amplification thereof, the materials and procedures set forth in appropriate specifications of the ASTM and WPCF Manual of Practice No. 9 shall apply.

(b) *State and Local Codes*

The requirements of State and local building and plumbing codes shall be observed with respect to piping and fixtures inside or immediately adjacent to buildings and within the areas of jurisdiction of said several codes, subject only to the general requirements of these regulations. Pipe extending more than five (5) feet outside the inner walls of any building or similar structure shall conform to the requirements of these regulations as to permits, materials and workmanship.



(c) *Jurisdiction*

All building sewers located five (5) feet beyond buildings, except those which are within the control of State or Town plumbing or building inspectors, shall be as required in Article XII.

(d) *Costs*

All costs and expenses incidental to the installation, connection and inspection of the building sewer shall be borne by the Owner. The Owner shall indemnify, defend and hold harmless the Town and the WPCA from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer

Section 5.05 Record of Connections, Repairs, and Alterations to Sewers

The WPCA shall keep a record of all connections made to public sewers under these regulations and all repairs and alterations made to sewers, house connections connected to or discharging into public sewers or intended to so discharge. Licensed drain layers and others shall assist said WPCA to secure data needed for such records.

Section 5.06 Separate Storm and Sanitary Connections

No person shall make connection of roof downspouts, foundation drains, sump pumps, areaway drains, or other sources of surface runoff or groundwater to a building sewer which in turn is connected directly or indirectly to a public sanitary sewer. No surface water runoff infiltration systems or drainage swales shall be located within 50 feet of a public sanitary sewer. No public utility drinking water system backwash/reject water shall be discharged to a public sanitary sewer. No private drinking water system backwash/reject water shall be discharged to a public sanitary sewer.

When any new building is erected in an area served by separate sanitary and storm sewers under the jurisdiction of the WPCA, separate connections shall be made from said building to said separate storm and sanitary sewers; one such connection shall be limited to such wastes as are permitted in sanitary sewers, and the second connection shall be used to convey such other flows as are permitted in storm sewers.

All properties, when being transferred from one owner to another, or modified by the owner, shall be subject to review and inspection for sources of inflow and infiltration (I/I). At such a time, the property and its sewer connections are subject to inspection by the WPCA. All identified sources of I/I shall be disconnected and removed, and the property owners shall allow additional inspection by the WPCA or their representatives to confirm that the sources have been removed.

Minimum fines for illegal connections shall be as outlined in Appendix A.



Section 5.07 Maintenance of Sewer Connections

All building sewers and connections on private property shall be maintained by, and at the expense of, the property owner. Adequate precautions shall be taken to exclude from building sewers all water or other materials which may obstruct, damage or wrongfully fill the public sewer into which they may be discharged directly or indirectly. To that end, the open ends of building sewers or connections shall be kept closed and plugged during construction and during periods when work on any incomplete connection is suspended. If any sewer shall have been laid to the site of a proposed building, or other structure prior to the time when the building, or structure is built, the end of the sewer shall be kept tightly plugged to insure that no water or materials enter such drain during the interval prior to the construction of the building, or structure.



Article VI. Design, Construction, Repair and Maintenance of Public Sewer Mains

Section 6.01 Authorization to Work on Sewer Mains

(a) General

To insure compliance with the foregoing sections of these ordinances and to facilitate the supervision of the construction, operation and repair of main sewers and appurtenances and the keeping of records thereof, no person other than those described hereinafter shall construct, repair, alter or remove any sewer, house connection or drain connected to or with or discharging directly or indirectly to or into, any public sewer or drain of the Town or intended to discharge thus at some future time, regardless of whether said work is located in a public street or in public or private land. The following may, as indicated, construct, repair, alter or remove sewers and drains, subject to supervision and approval by the WPCA.

(b) Town of Stafford or State of Connecticut

Regular forces of the Highway Department of said Town and regular forces of the Town or the State Department of Transportation operating under and subject to permit for the particular job to be issued by the WPCA and while engaged in the regular work and operations of said WPCA and while engaged in the regular work and operations of said Highway Department of said Town or State Department of Transportation.

(c) Agent of the Town of Stafford and WPCA

Regular forces of a private contractor employed by the Town of Stafford operating under orders of the WPCA and in the performance of work for said Town.

(d) Permitted Drain Layer

Any person, firm, or corporation holding a drain layer's license, issued by the State of Connecticut and when operating under and subject to the conditions of a permit or contract agreement for the particular job and issued therefore by the WPCA.

Section 6.02 Authorized Agreements with Developers and Other Owners

The WPCA is authorized to enter into agreements on behalf of the Town of Stafford with developers or other owners of land for the construction of sewers and related appurtenances by and at the expense of such developers or owners, which sewers shall become part of the public sewer system under the conditions stipulated within these regulations, and the WPCA is empowered to make, from time to time, any necessary regulations stipulating the terms and conditions of said agreements not inconsistent with the provisions of these regulations. The



Chairman of the WPCA is authorized to sign on behalf of the WPCA, all such agreements when the same have been authorized by said WPCA.



Article VII. Use of Public Sewers

Section 7.01 Permissible and Non-Permissible Discharges

All applicable State and Federal laws required by the Clean Water Act of 1977 and all amendments thereto shall be fully incorporated and made enforceable by reference in these regulations.

No person(s) shall discharge or cause to be discharged into any public sewer of the Town any waste or substance other than such kinds or types of waters or water-carried wastes for the conveyance of which the particular sewer is intended, designed or provided.

Except as specifically provided with reference to some particular sewer, sanitary sewers shall be used only for the conveyance and disposal of sanitary sewage and for water-carried industrial wastes which are not objectionable as provided hereinafter. No person shall discharge or cause to be discharged any unpolluted waters such as storm or surface water; subsoil drainage; any flow of water seeping into buildings or excavations from soils or other underground sources; flows of natural springs, or ground waters; surplus from flowing wells; the discharge from roofs, roof conductors, yard drains, street or highway drains, cooling water or other clean waters to any sanitary sewer.

Section 7.02 Waters and Wastes Inadmissible to Public Sewers

No person shall discharge or cause to be discharged, directly or indirectly any pollutant or wastewater which can interfere with the operation or performance of the Wastewater Facilities. A user shall not contribute the following substances to any public sewer:

(a) *Ignitable Wastes*

Any liquids, solids or gases which by reason of their nature or quantity are, or may be, sufficient either alone or by interaction with other substances to cause fire or explosion or be injurious in any other way to the WPCF or to the operation of the WPCF. This shall include a material that meets a closed cup flashpoint of less than 140°F, (60°C) using the test methods specified in 40 CFR 261.21. Further, at no time shall two successive readings on an explosion hazard meter at the point of discharge into the sewage collection system (or at any point in the system) be more than five percent (5%) nor any single reading over ten percent (10%) of the Lower Explosive Limit (LEL) of the meter.

(b) *Solids or Viscous Wastes*

Solids or viscous substances which may cause obstruction to the flow in a sewer or other interference with the operation of the WPCF, including substances such as, but not limited to, grease, garbage with particles greater than one-half inch (1/2") in any dimension, animal guts or tissues, paunch, manure, bones, hair, hides or fleshings,



entrails, whole blood, feathers, ashes, cinders, sand, spent lime, stone or marble dust, metal, glass, straw, shavings, grass clippings, rags, spent grains, spent hops, waste paper, wood, plastics, gas, tar, asphalt residues, residues from refining or processing of fuel or lubricating oil, mud or glass grinding or polishing wastes.

(c) *Acidic/Caustic Wastes*

Any sewage having any corrosive property capable of causing damage or hazard to structures, equipment, and personnel of the WPCF. For non-industrial sewage, any sewage having a pH lower than (5.5) or greater than (10.0). For industrial wastewater discharges, the upper and lower limit of pH shall be established under the discharger's State Discharge Permit. Any waters or wastes containing strong acid, including pickling wastes, or concentrated plating solutions whether neutralized or not;

(d) *Toxic Pollutants*

Any sewage containing toxic pollutants in sufficient quantity, either singly or by interaction with other pollutants, to injure or interfere with any wastewater treatment process, constitute a hazard to humans or animals, or plant life, create a toxic effect in the receiving waters of the WPCF, or to exceed the limitation set forth in a "Categorical Pre-treatment Standard". A toxic pollutant shall include but not be limited to any pollutant identified pursuant to Section 307(a) of the Federal Clean Water Act.

(e) *Noxious/Malodorous Substances*

Any noxious or malodorous sewage, gases, or solids which either singly or by interaction with other sewage are sufficient to prevent entry into the public sewers for their maintenance and repair.

(f) *Reactive Substances*

Any sewage which, by interaction with other sewage in the public sewer releases obnoxious gases, forms suspended solids which interfere with the collection system, or creates a condition which may be deleterious to structures and treatment processes or which may cause the effluent limitations of the WPCF's NPDES Permit to be exceeded.

(g) *Incompatible Wastes*

No user shall discharge any substance which may cause the WPCF's effluent or any other product of the WPCF such as residues, sludge's, or scums, to be in violation of applicable Local, State and Federal laws and regulations. In no case shall a substance discharged to the WPCF cause the facility to be in non-compliance with sludge use or disposal criteria, guidelines, or regulations developed under Section 405 of the Federal Clean Water Act, any criteria, guidelines or regulations affecting sludge use or disposal



developed pursuant to the Resource Conservation and Recovery Act, Clean Air Act, the Toxic Substances Control Act, or State criteria applicable to the sludge management method being used.

Section 7.03 Waters and Wastes Requiring Prior Approval

Where required by law, any person presently discharging or planning to discharge wastes or wastewaters into the public sewers or natural outlets of the Town, shall first obtain a permit from the State, Federal or other governmental agencies of jurisdiction for such discharge and abide by its provisions. The following described substances, materials, waters, or wastes are limited in discharges to the sanitary sewer system to concentrations or quantities which does not harm either the sewers, or the Water Pollution Control Facility, does not have an adverse effect on the receiving stream, or does not otherwise endanger lives, limb, public property, or constitute a nuisance. The WPCA may set limitations lower than the limitations established in the regulations below if in its opinion more severe limitations are necessary to meet the above objectives. In forming an opinion as to the acceptability, the WPCA may give consideration to such factors as the quantity of subject waste in relation to flows and velocities in the sewers, the wastewater treatment processes employed, capacity of the WPCF, degree of treatability of the waste in the WPCF, and other pertinent factors. The limitations or restrictions on materials or characteristics of waste or wastewaters discharged to the sanitary sewer which shall not be violated without approval of the WPCA are as follows:

(a) *Temperature*

Sewage having a temperature above 150°F (65°C), or substance which upon coming into contact with water or sewage, can generate steam or vapor within such sewer.

(b) *Fats, Oil & Grease*

Any sewage containing substances which may solidify or become viscous at temperatures between thirty-two (32°F) and one hundred-fifty (150°F), (0 and 65°C.) Non-industrial sewage containing oil & grease, whether emulsified or not, in excess of one hundred (100) mg/L with floatable oil not to exceed twenty (20) mg/L. For industrial wastewater discharges the limit for oil & grease shall be established under the discharger's State Discharge Permit. This shall include oil and grease and petroleum/non-biodegradable cutting/mineral oils in amounts, which cause interference or pass through. Refer to Article VII for additional information.

(c) *Garbage*

Any garbage that has not been properly shredded. Garbage grinders may be connected to sanitary sewers from homes, hotels, institutions, restaurants, hospitals, catering establishments or similar places where garbage originates from the preparation of food in kitchens for the purpose of consumption on the premises or when served by caterers.



(d) *Specific Pollutants*

Any waters or wastes containing metallic ions and salts thereof including but not limited to iron, chromium, copper, zinc, cyanides, nickel, lead, tin, silver, mercury, and similar objectionable substances, whether neutralized or not, or wastes exerting an unusually high BOD, suspended solids, COD or excessive chlorine requirement which are subject to the rules and regulations established by the Connecticut Department of Energy and Environmental Protection and U.S. Environmental Protection Agency related to the NPDES permit system and/or applicable pretreatment standards promulgated by the Federal Government. The WPCA shall receive from existing or proposed applicants technical information and appropriate engineering data regarding the nature and strength of the wastewater (including appropriate pretreatment data), which has been submitted to the Connecticut Department of Energy and Environmental Protection.

(e) *Color/Odor*

Any waters or wastes containing substances, including phenols, producing excessive or objectionable discoloration or odors, in such concentrations exceeding limits which may be established by the WPCA, as necessary, after treatment of the composite sewage, to meet the requirements of the State, Federal, or other public agencies of jurisdiction for such discharge to the receiving waters.

(f) *Radioactive Wastes*

Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits in applicable State or Federal regulations.

(g) *Slugs*

Quantities of flow, concentrations, or both which constitute a "slug" as defined herein

(h) *Salts*

Any water or wastes which exert or cause unusual concentrations of inert suspended solids (such as, but not limited to, sodium chloride and sodium sulfate).

(i) *Organic Wastes*

Overflow from holding tanks or other receptacles storing organic wastes.

(j) *Possible Obstructions*

Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the sewage works such as but not limited to sand, mud, straw, shavings, metal, glass, rags, wipes,



feathers, ashes, cinders, tar, plastics, wood, unground garbage, whole blood, paunch manure, hair and fleshings, entrails and paper dishes, cups, grease, milk containers, etc., either whole or ground by garbage grinders.

Water or wastes containing substances which are not amenable to treatment or reduction by the sewage treatment processes employed, or are amenable to treatment only to such degree that the WPCF effluent cannot meet the requirements of other Local, State or Federal agencies having jurisdiction over discharge to the receiving waters.

Section 7.04 Maximum Concentrations of Pollutants

The maximum concentration of pollutants allowable in wastewater discharges to the wastewater collection system shall be in accordance with these regulations as well as all the existing Federal (including 40 CFR 403.6 and 40 CFR Chapter I, Subchapter N), and State and Local guidelines and standards. In the event of a conflict between said standards and guidelines, the most restrictive shall apply. In the event of a change in Federal guidelines and standards, the amended or modified version shall be applied.

Section 7.05 Special Agreements

Nothing in this section shall be construed as preventing any special agreement or arrangement between the WPCA and any user of the wastewater collection system whereby wastewater of unusual strength or character is accepted into the system subject to any payments or user charges as may be required by the WPCA. Any such agreement(s) shall be in writing and, in no case shall such agreement(s) result in a violation of Federal, State or Local pretreatment requirements.

Section 7.06 Determination for Exclusion or Acceptance

If any sewage is discharged or is proposed to be discharged to the public sewers, which contains the substances or possess the characteristics enumerated in Sections 2 and 3 of this Article, and/or which in the judgment of the WPCA, may have a deleterious effect upon the wastewater facilities, processes, equipment, or receiving waters, or which otherwise may create a hazard to life or constitute a public nuisance, the WPCA may:

- (a) *Reject the wastes including biological and or chemical sludge's;*
- (b) *Require pretreatment to a level acceptable to the WPCA for industrial discharge;*
- (c) *Require capital upgrades to the sanitary sewer system and wastewater treatment facilities;*
- (d) *Require control over the quantities and rates of discharge;*
- (e) *Require payment to cover additional costs for handling and treating the wastes not*



covered by existing sewer charges under the provisions of this Section;

- (f) *Seek administrative, civil, and/or criminal remedies, including, but not limited to, penalties.*

If the WPCA permits the pretreatment or equalization of waste flows, the design and installation of the facilities and equipment shall be subject to the review and approval of the WPCA, and subject to and comply with any applicable code, regulation, and/or law;

When considering the above alternatives, the WPCA shall give consideration to the economic impact of each alternative on the discharger. If the WPCA permits the pretreatment or equalization of waste flows, the design and installation of the facilities and equipment shall be subject to the review and approval of the WPCA and other State, Federal or public agency which may require the same. In determining whether any waste discharged or proposed to be discharged into any public sewer or drain is to be rejected or require pretreatment, control or payment as defined in these regulations, consideration shall be given to the quantity, time or times, rate and manner of discharge, dilution and character of the waste in question, the size of the sewer or drain into which it is or is to be discharged, the probable quantity of other sewage in said sewer or drain at the time of discharge, the quantities of other objectionable wastes likely in said sewer or drain, and other pertinent facts. Minute quantities of a waste which would be objectionable in larger quantity may be permitted if sufficiently diluted when and as discharged, or if the quantity discharged is very small in comparison to the receiving sewer or drain and the flow therein at the time of discharge, upon specific permission from the WPCA; but any permission to discharge minute quantities of an otherwise excluded waste shall be revocable at any time by said WPCA or its Chairman.

Section 7.07 Protective Devices

- (a) *General*

At all premises where wastes or substances specified to be excluded from sewers or drains by these regulations are customarily present and liable to be discharged directly or indirectly into any public sewer or drain; suitable and sufficient piping layouts, oil or grease traps or separators, screens, sedimentation chambers, diluting devices, storage and regulating, treatment, cooling or condensing equipment and similar devices or equipment shall be provided, maintained and operated to insure that no waste, substance, or water required to be excluded from said sewer or drain shall be discharged thereunto in violation of the requirements of these regulations.

- (b) *Grease, Oil and Sand Separators*

Grease, oil and sand separators shall be provided when, in the opinion of the WPCA, they are necessary for the proper handling of sewage containing floatable grease in excessive amounts, as specified herein, or any flammable wastes, sand, or other



harmful substances; except that such separators shall not be required for private living quarters or dwelling units. All separators shall be a type and capacity approved by the WPCA, and shall be located as to be readily and easily accessible for cleaning and inspection. Refer to Article VIII for additional information.

(c) *Pretreatment Facilities*

At premises where any of the substances or wastes prescribed as being or to be excluded from any sewer or drain are present and liable to be discharged contrary to the limitations of these regulations or any applicable State or Federal requirement, the WPCA may require that the owner of said premises, provide, operate and maintain an adequate sampling station, flow measuring device, equalization/neutralization basin(s) and/or other suitable device(s) or pretreatment facilities as required prior to acceptance of the wastes into the Town sewage collection system. Where pretreatment or flow-equalizing facilities are provided or required for any sewage or process wastewater, they shall be maintained continuously in satisfactory and effective operation by the owner(s) in accordance with any and all regulations established by the Town, State or Federal Agencies at his own expense. The owner shall maintain the services of a licensed certified operator to run the system. The operator shall prepare and certify monthly operating reports. The reports shall be submitted by the owner for review by the WPCA.

**Section 7.08 Observation, Sampling, and Measurement of Wastewater
Characteristics**

(a) *Right to Discharge*

The WPCA may require industrial users and select commercial users to obtain an individual discharge permit from the WPCA. The costs associated with obtaining and complying with the WPCA permit shall be the sole responsibility of the property owner.

(b) *Right to Sample, Measure, and Observe*

The WPCA reserves the right to require non-residential users to conduct weekly, bi-weekly or monthly flow paced wastewater discharge sampling. With certified sample results provided to the WPCA. The cost of all sampling and installation of sampling devices shall be the sole responsibility of the property owner.

(c) *Facilities to Sample, Measure, and Observe*

When required by the WPCA, the owner of any property serviced by a building sewer carrying non-residential wastes shall install a suitable structure together with such necessary meters and other appurtenances in the building sewer to facilitate observation, sampling, and measurement of the wastewater characteristics. Such



structure, when required, shall be accessible and safely located and shall be constructed in accordance with plans approved by the WPCA. The sampling structure shall be located at a point along the waste stream where a representative sample of the wastewater may be obtained prior to its being diluted by domestic sewage in the building sewer.

All industrial users, select commercial users and owners of private wastewater pumping stations shall instantaneously record flows and transmit said flows back to the WPCF SCADA System for logging and trending by the WPCA. All costs associated with obtaining, recording and transmitting flow data shall be the sole responsibility of the property owner.

(d) *Accessibility to Facilities*

The structure shall be installed by the owner at his expense and shall be maintained by him so as to be safe and accessible at all times. The Superintendent or his authorized representative, or any public officer charged with any duty involving the supervision of the disposal of waste waters may secure samples of or examine the wastes and waters discharged into said public sewer or drain and measure the quantities thereof for the purpose of ascertaining the compliance or non-compliance with the requirements of these regulations. Structures and other devices required by this section shall be provided, operated and maintained by the persons in control of the premises, where required, without expense or cost to the Town and shall be subject to the approval of the WPCA, or other governmental agency requiring such facilities.

(e) *Tampering with Facilities*

The property owner further agrees that there shall be no tampering with WPCA property installed at their establishment. Should the WPCA decide to conduct sampling at the Owners establishment the cost of all sampling and installation of sampling devices shall be the sole responsibility of the WPCA.

Section 7.09 Information Required for Compliance

(a) *General*

The WPCA may require a user of sewer services to provide information needed to determine compliance with these regulations. These requirements may include:

- i. Wastewaters discharge peak rate and volume over a specified time period.
- ii. Chemical analyses of wastewaters.
- iii. Information on raw materials, processes, and products affecting wastewater volume and quality.



- iv. Quantity and disposition of specific liquid, sludge, oil, solvent, or other materials important to sewer use control.
- v. A plot plan of sewers of the user's property showing sewer and pretreatment facility location.
- vi. Construction details of wastewater pretreatment facilities (plans and specifications).
- vii. Details of systems to prevent and control the losses of materials through spills to the municipal sanitary sewer.
- viii. Copy of State and/or Federal Discharge Permits and/or permit applications.

(b) *Industrial Monitoring Requirements*

The WPCA may require industrial users to obtain an industrial discharge permit. All industries discharging into a public sewer shall perform such monitoring of their discharges as the WPCA and/or other duly authorized Representative may require, including installation, use, and maintenance of wastewater flow, and pH monitoring equipment, keeping records and reporting the results of such monitoring to the WPCA. Such records shall be made available upon request by the WPCA to other agencies having jurisdiction over discharges to the receiving waters. All major industrial users whose average process wastewater flows exceed 15,000 gallons per day per facility, in addition to the above requirements, shall install adequate remote monitoring devices at the owner's expense in accordance with plans approved by the WPCA. The remote monitoring devices shall allow for indication of wastewater flows and any other parameters required by the WPCA or its duly authorized agent on the SCADA system at the Town's WPCF.

Section 7.10 Standard Test Requirements

All measurements, tests, and analyses of the characteristics of waters and wastes to which reference is made in these regulations shall be determined in accordance with the latest edition of "Standard Methods for the Examination of Water and Wastewater". Sampling methods, location, times, durations, and frequencies are to be determined on an individual basis subject to approval by the WPCA.

Section 7.11 Federal Categorical Pretreatment Standards

Upon the promulgation of the Federal Categorical Pretreatment Standard for a particular industrial subcategory, the Federal Standard, if more stringent than limitations imposed under these regulations for sources in that subcategory, shall supersede the limitations imposed under these regulations. No user shall increase the use of process water in an attempt to dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with



the limitations contained in the Federal Categorical Pretreatment Standards, or in any specific pollutant limitations which may be developed by the WPCA.

Section 7.12 Accidental Discharges

Each user shall provide protection from accidental discharge of prohibited materials or other substances regulated by these regulations. Facilities to prevent accidental discharge of prohibited materials shall be provided and maintained at the owner or users own cost and expense. The WPCA may require that Spill Control Plans showing facilities and operating procedures be submitted for review and approval prior to construction of any spill containment facilities.

Within five (5) days following an accidental discharge, the user shall submit to the WPCA, a detailed written report describing the cause of the discharge and the measures to be taken by the user to prevent similar future occurrences. Such notification shall not relieve the user of any expense, loss, damage, or other liability which may be incurred as a result of damage to the WPCF, fish kills, aquatic plants, or any other damage to persons or property; nor shall such notification relieve the user of any fines, civil penalties, or other liability which may be imposed by these regulations or other applicable law.

A notice shall be permanently posted on the user's bulletin board or other prominent place advising employees whom to call in the event of a dangerous discharge. Employers shall insure that all employees are advised of the emergency notification procedure.

Section 7.13 Sewer Line Breaks and Blockages

(a) Complaint

In the event of a complaint regarding a sewer stoppage, the Superintendent or his representative, shall ascertain if the main (main) sewer is clear, and any stoppages therein shall be relieved as quickly as possible. If the main (public) sewer is found to be clear, the owner shall be so informed and he (the owner) shall then, at his own expense, employ a licensed plumber, reputable cleaner or licensed drain layer to clear any stoppage and/or make any necessary repairs so that the building sewer can flow without obstruction and operate properly.

(b) Building Sewer

Building Sewers shall be kept clean and free of breaks and blockages. It is the sole responsibility of the private owner to hire and pay for building sewer line cleaning. It is recommended that building sewers be cleaned every one to five years.

Blockages occurring in Building Sewers on private property shall be the sole responsibility of the private landowner. Blockages occurring in Building Sewers between



the house and the sewer main shall be the sole responsibility of the private landowner. Blockages occurring within the publically owned sewer main shall be the responsibility of the WPCA. Refer to Figure 1 for additional information.

Section 7.14 Wastewater Load Surcharges:

(a) *Self-Monitoring Sampling*

The WPCA reserves the right to require non-residential users to conduct weekly, bi-weekly or monthly flow paced wastewater discharge sampling. With certified sample results provide to the WPCA. The cost of all sampling and installation of sampling devices shall be the sole responsibility of the property owner.

(b) *WPCA Monitoring Sampling*

The WPCA reserves the right to conduct weekly, bi-weekly or monthly wastewater discharge sampling. The Owner of the location which is being sampled shall provide unlimited access to the WPCA staff to allow for the installation of sampling devices and shall provide all additional information requested by the WPCA with regards to the composition and quantity of chemicals utilized, frequency of use, etc. The property owner further agrees that there shall be no tampering with WPCA property installed at their establishment. Should the WPCA decide to conduct sampling at the Owners establishment the cost of all sampling and installation of sampling devices shall be the sole responsibility of the WPCA.

(c) *Wastewater Load Surcharges*

Waste load surcharges may, at the sole discretion of the WPCA, be assessed upon non-residential users, by the WPCA, for the discharge of wastewater which exceeds any of the following concentrations:

COD - 600.0 mg/L	BOD ₅ - 300.0 mg/L
TSS - 300.0 mg/L	NH ₃ - 15.0 mg/L
TKN - 30.0 mg/L	TP - 5.0 mg/L
Aluminum - 0.50 mg/L	Metals - TBD on a case by case basis

Surcharge fees for exceeding the maximum allowable discharge concentrations shall be levied by the WPCA and shall be paid annually by the Owner as an additional bill on top of the annual sewer use fees. Surcharge fees shall be paid per pound of exceedance on a yearly basis based on the average daily water consumption as billed by the WPCA during the annual billing cycle. Surcharge fees shall be developed on a case by case basis based on the actual operating costs of the WPCF. A sample surcharge calculation is provided below:



Let:

C_S = A surcharge for wastewaters of excessive strength in excess of limits expressed in dollars.

C_T = Total estimated O&M costs per year projected for entire sanitary sewerage system based on budget estimates expressed in dollars.

B_T = Total amount of BOD processed at the WPCF expressed in pounds.

B_C = O&M cost for treatment of a pound of BOD expressed in dollars/pound ($0.30 C_T \div B_T$).

B = Concentration of BOD from a user above limits in mg/L.

S_T = Total amount of suspended solids processed at the WPCF expressed in pounds.

S_C = O&M cost for treatment of a unit of suspended solids expressed in dollars/pound ($0.30 C_T \div S_T$).

S = Concentration of suspended solids from a user above limits in mg/L.

V_u = Total annual wastewater volume contribution from a user expressed in million gallons.

Then:

$$C_s = (B_C B + S_C S) \times V_u \times 8.34$$

Other pollutant parameters (i.e., COD, NH_3 , etc.) may be used in lieu of or in addition to BOD and suspended solids if determined necessary or more applicable in which case the formula can be expanded as follows:

$$C_s = (B_C B + S_C S + P_C P) \times V_u \times 8.34$$

Where P_C and P represents the unit O&M cost and concentration of the other pollutant parameters.



Article VIII. Fats, Oils, and Grease Pretreatment

Section 8.01 General

The purpose of this article is to outline the wastewater pretreatment requirements for Food Preparation Establishments and other commercial facilities that discharge fats, oils, and grease in their wastewater flow. All new and existing facilities that generate and discharge fats, oils, and grease in their wastewater flow shall install, operate, and maintain a FOG pretreatment system. The requirements of these regulations shall supplement and be in addition to the requirements of these regulations, State and Federal Regulations.

No internal FOG Pretreatment Units shall be permitted. All FOG Pretreatment Systems shall be located outside a building and shall be readily accessible for inspection, maintenance and cleaning.

Section 8.02 Application to Install a FOG Pretreatment System

(a) FOG Pretreatment Systems shall be provided for:

- i. All new and existing Food Preparation Establishments, including restaurants, cafeterias, diners, and similar non-industrial facilities using food preparation processes that have the potential to generate FOG in wastewater at concentrations in excess of the limits defined in these regulations.
- ii. New and existing food preparation facilities require FOG Pretreatment Systems for the proper handling of wastewater containing fats, oils, or grease. FOG Pretreatment Systems shall not be required for private living quarters or dwelling units.

(b) Design and Specifications

All new Food Preparation Establishments which generate and discharge wastewater containing fats, oils, and grease and require a FOG Pretreatment System, as determined by the WPCA and/or the State of Connecticut DEEP or Public Health Code, shall include the design and specifications for the FOG Pretreatment System as part of the Building Sewer application described in Article IV.

(c) Existing Food Preparation Establishments

All existing Food Preparation Establishments which generate, and discharge wastewater containing fats, oils, and grease, and which require a new FOG Pretreatment System, as determined by the WPCA, shall submit an application for the installation of a new FOG Pretreatment System within twelve (12) months of adoption of these regulations. The application shall be in accordance with Building Sewer application described in Article



IV. The approved FOG Pretreatment System shall be installed such that the Food Preparation Establishment is compliant with the Connecticut Department of Energy and Environmental Protection's General Permit for the Discharge of Wastewater Associated with Food Preparation Establishments

(d) *Existing Non-Complying FOG Pretreatment Systems*

Existing Food Preparation Establishments which discharge wastewater containing fats, oils, and grease, and which have an existing non-complying FOG Pretreatment System may, as determined by the WPCA, operate the existing FOG Pretreatment System. Such facilities shall submit an application for an existing "Non-Complying FOG Pretreatment System." Such application shall be submitted such that the Food Preparation Establishment is compliant with the Connecticut Department of Energy and Environmental Protection's General Permit for the Discharge of Wastewater Associated with Food Preparation Establishments. Acceptance of an establishment with an existing Non-Complying FOG Pretreatment System shall be contingent that the non-complying FOG Pretreatment System shall be replaced with a compliant FOG Pretreatment System upon any modification to the establishment or transfer of property title.

(e) *Indemnification*

All costs and related expenses associated with the installation and connection of the FOG Interceptor(s) or Alternate FOG Pretreatment System(s) shall be borne by the Food Preparation Establishment. The Food Preparation Establishment shall indemnify the Town of Stafford, WPCA, and its Agents for any loss or damage that may directly or indirectly occur due to the installation of the FOG Pretreatment System.

Section 8.03 Discharge Limits

No facility shall discharge or cause to be discharged any wastewater with a FOG concentration in excess of one hundred (100) milligrams per liter, as determined by the currently approved test for total recoverable fats and grease listed in 40 CFR 136.3, or in concentrations or in quantities which may harm the POTW, as determined by the WPCA.

Section 8.04 Pretreatment System Requirements

(a) *Application*

An application for the design and installation of a FOG Pretreatment System shall be subject to review and approval by the WPCA per these regulations and subject to the requirements of all other applicable codes, ordinances, and laws.



(b) *Use of FOG Interceptor*

Except as provided by 8.02.D, all food preparation wastewater generated from Food Preparation Establishments shall be treated to remove FOG using an exterior type FOG Interceptor.

(c) *Bypass Piping*

Every structure at the subject facility shall be constructed, operated, and maintained, in a manner to ensure that the discharge of food preparation wastewater is directed solely to the FOG Interceptor. No valve or bypass piping that could prevent the discharge of food preparation wastewater from entering appropriate pretreatment equipment shall be provided.

(d) *Inspection*

The Contact Person at each Food Preparation Establishment shall notify the WPCA when the FOG Pretreatment System is ready for inspection and connection to the public sewer. The connection and testing shall be made under the supervision of the plumbing inspector, and/or WPCA.

(e) *Codes*

All applicable local plumbing/building codes shall be followed during the Installation of the FOG Pretreatment System.

(f) *Special Waiver*

The WPCA may waive the requirements of 8.04.B for existing food preparation establishments. The final decision regarding the type of FOG Pretreatment System to be granted under this waiver shall be at the sole discretion of the superintendent or his duly authorized agent. A letter of recommendation including the type of FOG Pretreatment System granted under the special waiver shall be provided from the superintendent or his duly authorized agent. All FOG Pretreatment Systems which are approved under the special waiver shall meet the requirements for use as a Grease Recovery Unit's (GRU) as defined within the CT DEEP's General Permit for the Discharge of Wastewater Associated with Food Preparation Establishments.

(g) *FOG Interceptor Requirements*

- i. The FOG Interceptor shall be installed on a separate building sewer servicing kitchen flows and shall only be connected to those fixtures or drains which can allow fats, oils, and grease to be discharged into the sewer. These shall include but are not limited to, pot sinks, pre-rinse sinks, dishwashers without pre-rinse sinks, any sink in which fats, oils, or grease may be introduced, wok stations, floor drains



or sinks in which kettles may be drained, automatic hood wash units, and any other fixtures or drains that can allow fats, oils, and grease to be discharged into the sewer.

- ii. No pipe carrying any wastewater other than from those listed in the Paragraph above shall be connected to the FOG Interceptor.
- iii. No food grinder (garbage disposal) shall discharge to the FOG Interceptor.
- iv. The FOG Interceptor shall be located so as to maintain the separating distances from well water supplies set forth In Section 19-13-B51d of the Public Health Code.
- v. The FOG Interceptor shall have a minimum retention time of twenty-four (24) hours at the maximum daily flow based on water meter records or other calculation methods as approved by the WPCA. The FOG Interceptor minimum capacity shall be 1,000 gallons. FOG Interceptors shall have a minimum of two compartments. The two compartments shall be separated by a baffle that extends from the bottom of the FOG interceptor to a minimum of five (5) inches above the static water level. An opening in the baffle shall be located at mid-water level. The size of the opening shall be a minimum of eight (8) inches in diameter but not have an area exceeding 180 square Inches.
- vi. FOG Interceptors shall be watertight and constructed of precast concrete, and
- vii. Shall meet the following requirements:
 - The exterior of the FOG interceptor, including the exterior top and bottom and extension to grade manholes shall be coated with a waterproof sealant.
 - All concrete FOG Interceptors shall be fabricated using minimum 4,000-psi concrete per ASTM standards with 4 to 7 percent air entrainment.
 - All structural seams shall be grouted with non-shrinking cement or similar material and coated with a waterproof sealant
 - Voids between the FOG Interceptors walls and inlet and outlet piping shall be grouted with non-shrinking cement and coated with a waterproof sealant.
- viii. The FOG Interceptor shall be accessible for convenient inspection and maintenance. No structures shall be placed directly upon or over the FOG Interceptor.
- ix. The FOG Interceptor shall be installed on a level stable base that has been mechanically compacted with a minimum of twelve (12) inches of washed $\frac{3}{4}$ " compacted crushed stone wrapped in filter fabric to prevent uneven settling.



- x. The outlet discharge line from the FOG Interceptor shall be directly connected to the municipal sanitary sewer.
- xi. The FOG Interceptor shall have a minimum liquid depth of thirty-six (36) inches.
- xii. Separate clean-outs shall be provided on the inlet and outlet piping.
- xiii. The FOG Interceptor shall have separate access manholes at grade, above the inlet and outlet piping. FOG Interceptors shall be designed for HS-20 loading with ductile iron frames and round manhole covers. The word "FOG-SEWER" shall be cast into the manholes covers. All manholes providing accesses to the FOG Interceptor shall be at least seventeen (17) inches in diameter.
- xiv. External inlet and outlet piping shall have a minimum diameter of eight (8) inches and be constructed of SDR 35 PVC piping with stainless steel couplings.
- xv. Internal inlet and outlet piping shall have a minimum diameter of eight (8) inches and be constructed of schedule 80 PVC piping with solvent weld couplings.
- xvi. The inlet and outlet shall each utilize a tee-pipe on the interior of the FOG Interceptor. No caps or plugs shall be installed on the tee-pipes. The inlet and outlet shall be located at the centerline of the FOG Interceptor and at least twelve (12) inches above the maximum ground water elevation. The inlet tee shall extend to within 12 inches of the bottom of the FOG Interceptor. The Inlet invert elevation shall be at least three (3) Inches above the invert elevation of the outlet but not greater than four (4) inches. The outlet tee-pipe shall extend no closer than twelve (12) inches from the bottom of the FOG Interceptor and the diameter of this tee pipe shall be a minimum of eight (8) inches.
- xvii. The diameter of the outlet discharge line shall be at least the size of the inlet pipe and in no event less than eight (8) inches.
- xviii. When necessary due to installation concerns, testing for leakage shall be performed using either a vacuum test or water-pressure test.

Section 8.05 Alternate FOG Pretreatment System

Alternate FOG Pretreatment Systems shall only be allowed upon receipt of the special waiver noted under 8.04.F. Alternate FOG Pretreatment Systems shall only be approved by the WPCA if said system is also approved by the CT DEEP for use as a Grease Recovery Unit (GRU) type FOG Capture system as defined within the CT DEEP's General Permit for the Discharge of Wastewater Associated with Food Preparation Establishments. All FOG systems connecting to the sewer system shall adhere to the requirements outlined herein.



Section 8.06 Pretreatment Equipment Maintenance

(a) Requirements

The FOG Pretreatment System shall be maintained continuously in satisfactory and effective operation, at the Food Preparation Establishment's expense.

(b) Contact Person

The Contact Person shall be responsible for the proper removal and disposal, by appropriate means, of the collected material removed from the FOG Pretreatment System.

(c) Records

A record of all FOG Pretreatment System maintenance activities shall be maintained on the premises for a minimum of five (5) years.

(d) Inspection

The Contact Person shall ensure that the FOG Interceptor is inspected when pumped to ensure that all fittings and fixtures inside the interceptor are in good condition and functioning properly. The depth of grease inside the tank shall be measured and recorded in the maintenance log during every inspection along with any deficiencies, and the identity of the Inspector.

(e) Pumping

The Contact Person shall determine the frequency at which its FOG Interceptor(s) shall be pumped according to the following criteria:

- i.* The FOG Interceptor shall be completely cleaned by a licensed waste hauler when 25% of the operating depth of the FOG Interceptor is occupied by grease and settled solids, or a minimum of once every three (3) months, whichever is more frequent.
- ii.* If the Contact Person can provide data demonstrating that less frequent cleaning of the FOG Interceptor shall not result in a grease level in excess of 25% of the operating depth of the FOG Interceptor, the WPCA may allow less frequent cleaning. The Contact Person shall provide data including pumping receipts for four (4) consecutive cleanings of the FOG Interceptor, complete with a report from the FOG hauler indicating the grease level at each cleaning, and the FOG Interceptor maintenance log.
- iii.* A maintenance log shall be maintained on the premises, and shall include the following information: dates of all activities, volume pumped, grease depth, hauler's



name, location of the waste disposal, means of disposal for all material removed from the FOG Interceptor, and the name of the Individual recording the information. The maintenance log and waste hauler's receipts shall be made available to the WPCA for inspection on demand. Interceptor cleaning and Inspection records shall be maintained on file a minimum of five (5) years.

(f) *Disposal*

All removal and hauling of the collected materials shall be performed by State approved waste disposal firms. Pumped material shall be disposed of at a Regional FOG Disposal Facility. Pumping shall include the complete removal of all contents, including floating materials, wastewater and settled sludge. Decanting back into the FOG Interceptor shall not be permitted. FOG interceptor cleaning shall include scraping excessive solids from the wall, floors, baffles and all piping.

Section 8.07 FOG Minimization

(a) *Contact Person*

The Contact Person shall make every practical effort to reduce the amount of FOG contributed to the sewer system.

(b) *Renderable*

Renderable fats, oils, and grease shall not be disposed of, in any sewer or FOG Interceptor. All renderable fats, oils, and grease shall be stored in a separate, covered, leak-proof, Renderable FOG Container, stored out of reach of vermin, and collected by a renderer.

(c) *Municipal Solid Waste*

Small quantities of FOG scraped or removed from pots, pans, dishes and utensils shall be directed to the municipal solid waste stream for disposal.





Article IX. Enforcement and Penalties

Section 9.01 Right to Enter and Inspect

(a) *Access to Public and Private Property*

To the fullest extent permitted by law, any Town of Stafford or WPCA employee (and/or duly authorized representatives of the Town of Stafford or WPCA bearing proper credentials and identification) may enter all properties (both public and private) for the purposes of inspection, observation, measurement, sampling, testing, and investigations to the degree necessary to permit the evaluation of the user's compliance with these Regulations in accordance with the provisions of these Regulations. Owner and/or owner's representative(s) shall grant access in a timely manner upon request.

(b) *Right to Access Easements*

Any Town of Stafford or WPCA employee and/or duly authorized representatives of the Town of Stafford or WPCA bearing proper credentials and identification shall have the right to enter all private properties on which the Town of Stafford or WPCA holds a duly negotiated easement for the purposes of, but not limited to, inspection, observation, measurement, sampling, repair, and maintenance of any portion of the sewage works lying within said easement. All entry and subsequent work, if any, on said easement, shall be done in full accordance with the terms of the duly negotiated easement pertaining to the private property involved.

(c) *Administrative Search Warrant*

If an occupant or owner refuses to allow access to a building, structure, property, or any part thereof, which may pose threat to the public health, safety, and welfare of the community, or may house an illegal I/I connection, any Town of Stafford employee or WPCA employee and/or duly authorized representatives of the Town of Stafford or WPCA or authorized agent may seek an administrative search warrant to obtain access to the area in question.

(d) *User Held Harmless*

While performing the necessary work on private properties referred to above, the WPCA, Superintendent, or duly authorized representative shall observe all safety rules applicable to the premises established by the user, and the user shall be held harmless for injury or death to the individuals and the WPCA and Town shall indemnify the user against loss or damage to its property by WPCA and Town employees and their authorized agents and against liability claims and demands for personal injury or property damage asserted against the user, except as such may be caused by negligence or failure of the user to maintain safe conditions as required in local, State



and Federal Regulations.

Section 9.02 Penalties for Violations

(a) Notice of Violation

Any person found to be violating any provision of these regulations shall be served by the WPCA with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations. Prior to the issuance of a written notice, if the WPCA deems a violation as causing immediate and imminent endangerment to persons or the treatment facilities, the WPCA may verbally notify the violator to immediately and effectively halt or prevent any discharge to the sewer. Any orders issued verbally shall be memorialized in a written order within a reasonable time thereafter.

(b) Self-Monitoring

All expenses for user testing and monitoring to assure compliance with these regulations or any orders issued hereunder shall be at the sole expense of the user.

(c) Fines

Any person who shall continue any violation beyond the time limit provided for in notice of violation shall be guilty of a misdemeanor, and on conviction thereof, shall be fined an amount as outlined in Appendix A for each violation in addition to being disconnected from the public sewer system as may be determined by the WPCA as stated herein. Each day in which any such violation shall continue shall be deemed a separate offense. In addition, any person violating any of the provisions of these regulations shall become liable to the WPCA for any expense, loss, or damage occasioned the WPCA by reason of such violation. This includes but is not limited to any fines, charges, assessment made or imposed on the Town of Stafford or the WPCA by Federal, State, or Local agency including reasonable attorney's fees, court costs, and all other expenses occurred as a result of such enforcement.

(d) Equitable Relief

The WPCA and/or the Town of Stafford may seek equitable relief to enjoin any violation of these regulations.

(e) Procedure upon Failure to Correct Violation

If any person after due time and proper order or direction from the WPCA, fails to take the remedial steps or perform the acts required by the sections of these regulations above or fails thereafter to use, operate and maintain any connection with the public



sewers of the Town, or appurtenance thereof, as required by these regulations, the WPCA may disconnect the building sewer or connection or drain which was wrongfully connected, altered, repaired or used, or through which improper wastes were discharged into the public sewer system from the public sewer or drainage system of the Town. The WPCA may, if necessary, interfere with or cut off drainage from other portions of the property whereon such violation of the ordinance has occurred or of any adjacent property which is served by such building sewer, connection or drain. If the WPCA shall have disconnected a building sewer, connection or drain from the public sewer system, as above provided, the WPCA may collect the cost of making such disconnection from any person responsible for or willfully concerned in or who profited by such violation of the requirements of these regulations. If the WPCA has disconnected any property from the public sewer system, as above provided, it may thereafter refuse to permit the restoration of the former connection or of any new connection to the property concerned in the violation of these regulations until the claim of the WPCA for the cost of making such disconnection shall have been paid in full plus interest and the reasonable overhead and any legal expenses incurred by the WPCA in connection therewith.

(f) *Criminal Prosecution*

The WPCA and/or Town of Stafford may apply for criminal complaint to issue under any applicable State or Federal law or regulation.

(g) *False Statements*

It shall be a violation of these Regulations to knowingly makes false statements, representations, or certifications in any application, record, report, plan, or other document filed or required to be maintained pursuant to these Regulations, or to falsify, tamper with, or knowingly render inaccurate any monitoring device or method required under these regulations. Any such violation shall be deemed proper grounds for the revocation of any permit issued in reliance upon such information and such action may be subject to criminal and/or civil enforcement.

Section 9.03 Interpretation of Requirements

The provisions of these regulations with respect to the meaning of technical terms and phrases, the classifications of different kinds or types of sewers, the restrictions as to what wastes may be discharged into sewers, the regulations with respect to making connections to sewers and other technical matters shall be interpreted and administered by the Town of Stafford or the WPCA. Details as to sewer use, not otherwise regulated or described by some provision of these regulations shall continue as heretofore established by local custom and practice, as interpreted by the WPCA.



Section 9.04 Appeal from Interpretation

Any person aggrieved by any interpretation of any provision of these regulations, or any order issued by the Chairman under WPCA conferred by these regulations, may appeal said interpretation or order to the WPCA for review under the provisions of this section. Any such appeal shall be in writing, addressed to the WPCA, setting out the matter in reasonable detail and completeness. The WPCA shall consider any such appeal made to it and, if so requested by any such person interested therein, shall afford all interested parties an opportunity to be heard by the WPCA or by a committee thereof. Thereafter, the WPCA shall take such action in the matter of appeal as it deems proper, and, in its discretion, may alter the interpretation or order of the WPCA or its Chairman in whole or in part. Until such time as the WPCA shall have received and considered an appeal and shall have voted to change the interpretation, order or requirement of the WPCA or its Chairman such interpretation, order or requirement of the WPCA or its Chairman shall be observed and remain in full force and effect.



Article X. Sanitary Sewer Assessment Policy

Section 10.01 Authority to Implement Sewer Assessments

The WPCA, may assess a betterment or sewer assessment upon the owners of land abutting a public sewer main installed by the WPCA by a rate based upon the uniform unit method. Sewer Assessments shall be determined utilizing the total number of existing residential sewer units to be served, and/or the residential equivalent of commercial, industrial, public or semi-public uses and shall be levied as betterment assessments, or alternatively, sewer privilege fees as described herein. The authority to assess betterments, as well as the permitted methodologies for doing so, are described in Section 7-249 of the Connecticut General Statutes. All residential equivalent calculations for betterments shall be determined by an engineering analysis. Betterments or sewer assessments are separate fees from the annual sewer use fees, administrative fines and impact/connection fees which are billed by the WPCA.

Section 10.02 General Sewer Assessments

Properties abutting a sewer street may be assessed by a rate proportional to the total number of existing or potential units to be served at the time of the assessment. Said rate shall be determined by user type/class and shall apply to all lands developed or undeveloped abutting a sewer street. The total assessments shall not exceed 100% of the total sewer project cost which shall include total costs of engineering, survey, design, construction, land acquisition, construction engineering services, legal services, and all related contingencies, less any State/Federal grant funding/aid received.

The WPCA may levy, by preparing an Order of Assessment, assessments against all properties abutting a sewer street after completion of the pertinent construction and of the subject portion of the sewer system (approved by the WPCA) for its intended use. In the Order of Assessment, the WPCA shall designate the owner of each parcel as of the preceding January first, as liable to assessment as stated under the provisions of the Connecticut General Statutes.

Section 10.03 Time of Sewer Assessment

(a) Betterments

The number of existing sewer units shall be determined by an engineering analysis for each sewer construction project. The time of assessment for properties abutting the sewer street shall be that date upon which the sewer system with any and all appurtenances is “approved for use.” In the case where the construction of that portion of the sewer system (lateral sewers) funded by betterments is completed prior to the date upon which the sewer system is “approved for use” it shall be within the discretion of the WPCA to establish an earlier date of assessment.



(b) *Sewer Privilege Fees*

For those properties not abutting the sewer line at the time of construction, but tying into the system at a future date, the time of assessment shall be the date upon which that property connects into the sewer system. The sewer privilege fee shall be equal to the original assessed betterment fee. The sewer privilege fee is a separate fee from the other sewer impact/connection fees as outlined herein.

(c) *Subdivision of Property*

For those properties serviced by the sewer system but subdivided at a future date, the time of assessment for the unsewered subdivision shall be the date upon which those subdivisions connect to the sewer system. The assessment fee shall be per equivalent dwelling unit for the subdivision and shall be equal to the original assessed betterment fee plus compounded interest for the length of the construction loan. The assessment fee does not include the other sewer impact/connection fees as outlined herein.

Section 10.04 General Sewer Unit Designation

Sewer units shall be determined based upon the user class of those properties to be assessed betterments. Said classes shall include residential and non-residential. The non-residential class shall include commercial, industrial, municipal and any or all other non-residential properties. Sewer units for the non-residential class shall be determined based upon the residential equivalent of such commercial, industrial, municipal, or other non-residential properties, as provided herein.

Section 10.05 Sewer Unit Determinations

Properties receiving direct benefit from the public sewer system shall be designated a number of equivalent dwelling units in accordance with the following:

(a) *Residential - Developed:*

- i. Single-family dwellings shall equal one equivalent dwelling unit.
- ii. Multiple family dwellings (more than one dwelling unit) shall comprise a number of equivalent dwelling units based upon the following methodology:
 1. Rental properties (apartments) shall be assessed one equivalent dwelling unit for each apartment.
 2. Condominium complexes shall be assessed one equivalent dwelling unit for each unit and one for each common room area (pool, recreation rooms, etc.).
 3. Multifamily homes shall be assessed one equivalent dwelling unit for each home (i.e.



a two family home equals' two equivalent dwelling units, a three family home equals' three equivalent dwelling units, etc.).

(b) *Non-Residential – Developed with water consumption:*

- i. Non-residential property shall include all industrial, commercial, municipal and non-residential properties.
- ii. Non-residential buildings which are metered for water use shall comprise a number of equivalent dwelling units based upon the average water consumption for a 12 month period utilizing the following calculation.

$$\text{Number of Equivalent Dwelling Units} = \frac{\text{Annual water usage in gallons}}{\text{gallons per day EDU equivalent}}$$

- iii. All calculated equivalent dwelling units shall be rounded up to the next whole number equivalent dwelling units.

(c) *Non-Residential – Developed without water consumption data:*

- i. Non-residential buildings not metered for water use shall comprise a number of equivalent dwelling units based upon the number of employees where every 10 employees is equal to one equivalent dwelling unit.
- ii. Non-residential buildings not metered for water use shall comprise a number of equivalent dwelling units based on an average daily flow calculations set for in the Connecticut Public Health Code (See Appendix C) for the estimation of wastewater flows, divided by the gallon per day EDU equivalent provided in Appendix A.
- iii. Non-residential buildings not metered for water use shall comprise a number of equivalent dwelling units based upon the type of operations or anticipated wastewater flows, divided by the gallon per day EDU equivalent provided in Appendix A.
- iv. All calculated equivalent dwelling units shall be rounded up to the next whole number equivalent dwelling units. The highest calculated EDU value shall be utilized.

(d) *Residential – Undeveloped:*

- i. Undeveloped lots shall not be assessed sewer privilege fees. Future use of the land shall govern the assessment of sewer privilege fees as outlined herein.
- ii. Future subdivisions shall be subject to the assessment of sewer privilege fees as outlined herein.



- iii. All calculated equivalent dwelling units shall be rounded up to the next whole number equivalent dwelling units.

(e) *Non-Residential – Undeveloped:*

Undeveloped lots shall not be assessed sewer privilege fees. Future use of the land shall govern the assessment of sewer privilege fees as outlined herein.

Section 10.06 General Betterment Payment

The provisions of Connecticut General Statutes relative to the assessment, apportionment, division, reassessment, abatement, and collection of sewer assessments, liens therefore, and interest thereon shall apply to assessments made under these regulations, and the WPCA shall have all of the powers conveyed by Connecticut General Statutes relative to such assessments.

(a) *Lump Sum Betterments*

The lump sum betterment payment for an assessed property shall be based upon the total number of equivalent dwelling units designated for said property at the time of assessment. Said number of equivalent dwelling units shall be determined as described herein. Lump sum betterments shall be payable in full upon completion of the project.

(b) *Apportionment of Betterment Payment*

Property owners shall have the option to apportion betterment payments in accordance with the Connecticut General Statutes. The interest rate charged by the WPCA shall be the rate being charged to the WPCA for the sewer construction project bond, plus any interest required by Connecticut General Statutes.

Section 10.07 Private Sewer Extension

If a developer, municipality or a person other than the WPCA, or a duly authorized representative of the WPCA, constructs a sewer extension to the public sewer system, the WPCA shall levy sewer connection/impact fees in lieu of a betterment assessment with respect to each sewer unit to be served by said sewer extension. The sewer connection/impact fees shall be as outlined in Appendix A. Sewer impact/connection fees shall be levied at the time the property connects to the public sewer system. Sewer connection/impact fees shall be paid in full by the developer as one lump sum prior to construction. The developer shall also install capped sanitary sewer services from the proposed sewer main (gravity, low pressure) to a minimum of 10 feet beyond the curb line for all properties along the sewer extension route. A sanitary sewer service cleanout shall also be provided beyond the curb line near the property line. The gravity sewer main and any/all associated pumping stations/low pressure sewers shall be sized to accommodate all of the proposed properties as well as any other growth, which may occur from the sewer extension. The system, at a minimum shall be designed with a 40%



additional capacity reserve. The developer shall not be responsible for the sewer connection/impact fees for properties not associated with the development. The developer shall have no right to the sewer connection/impact fees from properties which abut the sewer main but are not associated with the development (existing or future).

Section 10.08 Private Sewer Extension Connection/Impact Fees

The developer, municipality and/or property owners connecting to a private sewer extension shall bear the burden of all costs, including costs of legal services, related to the following:

- Engineering review. The WPCA reserves the right, at its sole discretion, to require the review of design plans and specifications for the private sewer extensions to be accepted, as part of the public sewer system be reviewed by a Registered Professional Engineer in the State of Connecticut selected by the WPCA. All design plans submitted for review shall be 100% complete and shall be live stamped by a Registered Professional Engineer in the State of Connecticut.
- Permit, Inspection and other fees related to the installation of the private sewer extension tying into the public sewer system.
- Sewer Connection/Impact Fees as outlined herein and provided in Appendix A.
- Installation inspection fees performed by the WPCA or its duly authorized agent.
- Private costs associated with the design and construction of a private sewer extension shall not be considered with respect to the sewer connection/impact fee. Payments or method of payment related to these costs shall not be reflected within the sewer connection/impact fee.

Section 10.09 Public Sewers in Unaccepted Ways

If a property abuts a private or unaccepted way within which a public sewer has been installed, or if a property lies within three hundred (300) feet of a public sewer within a private or unaccepted way, the WPCA shall assess a betterment assessment against said property and a sewer impact/connection fee as noted herein. The betterment assessment for said property shall be as determined by the procedures outlined herein. The sewer impact/connection fee and the betterment assessment shall be levied at the time of connection to the public sewer. All provisions governing the payment and method of payment related to betterment assessments as described herein.

Section 10.10 Abatement and Deferrals

Property owners must file grievances and requests for abatements in accordance with the Connecticut General Statutes. The WPCA upon receipt of grievances and requests for



abatements shall have up to four (4) months to act on the request. The WPCA shall notify the owner within ten (10) days of making their decision whether the request was granted or denied. The following deferrals may be granted

(a) *Eligible Properties*

A Deferral of betterment principal and interest may be granted to eligible property owners who are receiving deferral of their property taxes. The sewer betterment assessment shall be postponed until property ownership is transferred, at which time, the original principal, plus interest, shall be due and payable in full.

(b) *Vacant or Undeveloped Properties*

A Deferral of betterment principal and interest for vacant or undeveloped property may be granted to eligible property owners. The property owner shall pay a 4% interest charge annually (on the sewer betterment assessment) and pay the sewer betterment assessment, in full, within 3 months after the commencement of construction upon the lot or the property becomes occupied (for vacant properties).



Article XI. Sewer Use Charge System

Section 11.01 Power, Authority and Procedures

Under authority granted by the General Statutes of the State of Connecticut, the WPCA shall on an annual basis establish and revise fair and reasonable charges for the use of the sewerage system. The owner of property against which any such use charge is levied shall be liable for the payment thereof. All State, Municipal, and other tax-exempt properties which use the sewerage system shall be subject to such charges under the same conditions as are the owners of other properties. No charge for the use of a sewerage system shall be established or revised until after a public hearing before the WPCA at which the owners of property against which the charges are to be levied shall have an opportunity to be heard concerning the proposed charges. Notice of the time, place and purpose of such hearing shall be published at least ten days before the date thereof in a newspaper having a circulation in the Town. A copy of the proposed charges shall be on file in the office of the Town Clerk and available for inspection by the public for at least ten days before the date of such hearing. When the WPCA has established or revised such charges, it shall file a copy thereof in the office of the Town Clerk and, not later than five days after such filing, shall cause the same to be published in a newspaper having a circulation in the Town. Such publication shall state the date on which such charges were filed and the time and manner of paying such charges and shall state that any appeals from such charges must be taken within twenty-one days after such filing.

Section 11.02 General Rules of Apportionment

In general, the sewer user charge system developed by the WPCA shall provide a fair and equitable distribution of the cost of operation, maintenance, capital reserve and subsequent replacement of the entire sewerage system. In establishing or revising such user charges, the WPCA shall classify the users of the system into various categories with consideration given to such factors relating to the volume and strength of wastewater discharged to the sewerage system, the type and size of building being served, the average number of employees or guests using the property and other related factors which determine the quantity and quality of wastewater being discharged to the sewerage system. The user charge system shall be reviewed annually and revised as required to generate sufficient revenue to recover the total cost of operation, maintenance, capital reserve and subsequent replacement of the entire Town sewerage system.

Section 11.03 Determination of Sewer Usage Charge

The total cost of operation, maintenance, a capital reserve and replacement of the sewerage system shall be recovered from the users of said system. Each user's share of the total operation, maintenance, and replacement cost of the sewerage system shall be in proportion to such user's contribution to the total wastewater loading of the Town's sewerage system. Users of the public sewer shall be charged an annual sewer use fee. The annual sewer use fee



shall be established by the WPCA to cover all costs associated with the sanitary sewer system. The WPCA reserves the right to bill the annual sewer use fees on a per equivalent dwelling unit basis, water consumption basis or a combination thereof. The annual sewer use fees shall be as provided in Appendix A. The fees provided in Appendix A shall be reviewed and updated annually as needed.

(a) *Equivalent Dwelling Unit Basis*

The annual sewer use fees billed on a per equivalent dwelling unit basis shall include a per calculated dwelling unit fee, capital projects fee and administrative fee.

(b) *Water Consumption Basis*

The annual sewer use fees billed on water consumption basis shall include a flat fee, consumption fee, capital projects fee and administrative fee. The consumption used for residents who have well water shall be based on an average of the single family dwelling units throughout the Town per dwelling unit of the property. The consumption for a condominium on a common water meter shall be totaled and then divided by the number of units with each unit paying an equal share.

Section 11.04 Composition of Annual Sewer Charges

The annual operations, maintenance, capital repair and replacement costs of the sewerage conveyance and treatment systems shall be financed through these fees. Additional/anticipated sources of revenue such as the treatment of hauled wastes at the WPCF and/or connection fees shall not be included in the calculation of the annual sewer fees. The WPCA shall annually review said fees and rates and revise them, as needed, to cover all operation, maintenance, replacement and debt service costs associated with the entire Wastewater Conveyance and Treatment System infrastructure. There shall be five classes of sewer use fees:

(a) *Residential/domestic*

(b) *Commercial* - *At a minimum the commercial sewer rate shall be 1.0 times the residential/domestic rate.*

(c) *Industrial* - *At a minimum the industrial rate shall be 1.0 times the residential/domestic rate.*

(d) *Intermunicipal users conveying to the Town of Stafford* - *The rate shall be equal to 2.0 times the applicable rates based on the actual user classifications.*



- (e) Discharge of Ground Water Remediation Wastewater – *The rate shall be as outlined in Appendix A. No flat fees shall be assessed.*

Section 11.05 Intermunicipal Users – Conveying from the Town of Stafford

Properties located in the Town of Stafford, whose wastewater is conveyed outside the Town of Stafford for treatment and discharge shall be charged the applicable rates and fees established by the Water Pollution Control Authority with jurisdiction. Said users shall be classified as “External Intermunicipal Users.” Sewer bills for “External Intermunicipal Users” shall be billed the applicable rates and fees established by the Water Pollution Control Authority with jurisdiction, an additional fee, in accordance with Appendix A, shall be levied, on top of these charges, by the WPCA as an administrative and maintenance fee for the use of the WPCA sewers, which are located in the Town of Stafford, publically owned and operated by the WPCA, to convey the wastewater outside the Town of Stafford.

Section 11.06 Intermunicipal Users – Conveying to the Town of Stafford

Properties located outside of the Town of Stafford, whose wastewater is conveyed to the Town of Stafford sewer system for treatment and discharge shall be charged the applicable rates and fees as established by the WPCA. The lump sum fees and charges, for said properties, shall be billed to the appropriate WPCA with jurisdiction. The WPCA with jurisdiction shall pay the lump sum fees in full to the Town of Stafford within the allotted payment period outlined herein. It is the responsibility of the WPCA with jurisdiction to collect the appropriate sewer use fees. The WPCA with jurisdiction shall provide the Town of Stafford WPCA with a copy of all water consumption data for the connection to the Town of Stafford sewer system. The WPCA with jurisdiction shall notify the Town of Stafford WPCA in writing prior to any new connections to the sewer system which is to be conveyed to the Town of Stafford. The WPCA with jurisdiction shall notify the Town of Stafford WPCA in writing, within 30 calendar days, when connections to the sewer system are made. Failure to provide the water consumption data or failure to notify the Town of Stafford WPCA that a new connection has been made may result in an administrative fine as described in Appendix A.

Section 11.07 Billing Cycle, Collection and Payment

Annual sewer charges shall be billed on July 1st of each calendar year. Sewer use payments are due bi-annually for residential and commercial users and quarterly for industrial users. For bi-annual users, the sewer use payment shall be made within thirty (30) days of the billing date. For industrial users, the sewer use payment shall be made within thirty (30) days of the billing date. Late payments shall be assessed the maximum allowable



monthly interest rate as set by the State of Connecticut, until the payment is made in full to the WPCA. Annual sewer use charges and all associated interest fees and other charges shall be rounded up to the nearest whole dollar value. The annual sewer charges shall be based on the following:

(a) *Equivalent Dwelling Unit Basis*

All residential and commercial users shall be billed bi-annually. All industrial users shall be billed quarterly.

(b) *Water Consumption Basis*

All residential and commercial users shall be billed bi-annually. All industrial users shall be billed quarterly. Quality and quantity measurements shall be taken to establish the basis for billing on a minimum annual basis. Flow metering and monitoring of industrial wastes shall be done in accordance with procedures established by the WPCA and noted herein. All costs associated with flow metering and monitoring shall be the responsibility of the user.

Section 11.08 Per Equivalent Dwelling Unit Basis

The annual sewer charges for each dwelling/classification type shall be based on the following:

(a) *Per Dwelling Unit Fees:*

Each property shall be billed an equivalent dwelling unit fee based on the property classification type (single family, multi family, commercial, industrial, Intermunicipal – Conveying to the Town of Stafford, etc.) as part of the annual sewer bill. No refunds of the equivalent dwelling unit fee shall be granted. In the case of properties with multiple property classifications/uses multiple equivalent dwelling unit fees shall be levied. For instance a property with a commercial storefront first floor and apartments above the storefront shall be levied the appropriate amount of equivalent dwelling units for the commercial property fees (for the store front) as well as the appropriate number of residential equivalent dwelling unit fees for the apartments.

- i. Single Family Dwellings: Shall be levied one equivalent dwelling unit fee per property.
- ii. Multiple Family Dwellings: Shall be levied one equivalent dwelling unit fee per dwelling per property (i.e. two family home equals' two equivalent dwelling units, three family home equals' three equivalent dwelling units, etc.).



- iii. Condominiums: Shall be levied one equivalent dwelling unit fee per condo unit per property and one equivalent dwelling unit fee for each common room area (pool, recreation rooms, etc.).
- iv. Commercial and Industrial businesses and Exempt dwellings/properties: Shall be levied one equivalent dwelling unit fee for the gallon per day EDU equivalent provided in Appendix A for the amount of gallons of annual water consumption. (i.e. for instance if the EDU water value was established at 150 gallons (the actual WPCA EDU water value is provided in Appendix A) of average annual water consumption and the commercial entity had an average annual water consumption of 5,200 gallons, the property would be billed 34.66 or 35 equivalent dwelling units).

All calculated equivalent dwelling units shall be rounded up to the next whole number equivalent dwelling units.

(b) *Administrative Fines:*

Properties with illegal connections to the sewer system or who violate these sewer regulations shall be fined and billed an administrative fine as outlined in Appendix A. Administrative fines shall be billed annually on top of the annual sewer use fees. All properties with illegal connections to the sewer system shall be billed an administrative fine until the illegal connections to the sewer system has been permanently removed.

Section 11.09 Water Consumption Basis

The annual sewer charges for each dwelling/classification type shall be based on the following:

(a) *Flat Fees:*

Each property shall be billed an annual flat fee based on the property classification type (single family, multi family, commercial, industrial, Intermunicipal – Conveying to the Town of Stafford, etc.) as part of the annual sewer bill. No refunds of the flat fee shall be provided. In the case of properties with multiple property classifications/uses multiple flat fees shall be levied. For instance a property with a commercial storefront first floor and apartments above the storefront shall be levied the appropriate number of commercial flat fee's (for the store front) as well as the appropriate number of residential flat fees for the apartments. Each property classification type shall have a separate flat fee, which shall be levied in accordance with the flat fee rates outlined in Appendix A.



- i. Single Family Dwellings: Shall be levied one flat fee per property.
- ii. Multiple Family Dwellings: Shall be levied one flat fee per dwelling.
- iii. Condominiums: Shall be levied one flat fee per condominium unit and one for each common room area (pool, recreation rooms, etc.).
- iv. Commercial Businesses: Shall be levied one flat fee per business/occupant or 20,000 square feet or one flat fee per EDU, whichever results in the greater amount of flat fees.
- v. Industrial Users: Shall be levied one flat fee per business/occupant or 20,000 square feet or one flat fee per EDU, whichever results in the greater amount of flat fees.
- vi. Intermunicipal – Conveying to the Town of Stafford: Shall be levied flat fees as calculated for Item V.
- vii. Exempt dwellings/properties: Shall be levied one flat fee per dwelling/property.

(b) *Water Consumption:*

Each property shall be billed for the amount of an average day's use of annual water consumed as part of the annual sewer bill. In the case of properties with multiple property classifications/uses the water consumption fees shall be billed at the highest rate if only one common meter is provided. The annual water use shall be based on water consumption data provided by the local water company/utility. Water consumption data supplied by the local water company/utility shall be deemed to be accurate for purposes of billing sewer use fees. The Owner shall bear the burden of all costs to validate the consumption data from the local water company/utility. For residential users, the water consumption data for the second quarter shall be dropped and the water consumption data for the fourth quarter shall be doubled for the determination of the annual water use for the said property. The WPCA billing quarters are as follows:

- i. First – April, May and June
- ii. Second – July, August and September (Dropped Annually for residential only)
- iii. Third – October, November and December
- iv. Fourth – January, February and March (Doubled Annually for residential only)



The WPCA may elect to drop and/or double different quarters annually (residential users only) at the sole discretion of the WPCA.

(c) *Sub Metering*

i. Properties with multiple property classifications/uses on a common water meter:

Properties with multiple property classifications/uses, with written authorization from the WPCA, may be allowed to change multiple property classifications/uses via sub metering of the multiple property classifications/uses (i.e. mixed use water metering of residential and commercial separately). All meters including the meter installation for sub metering purposes shall be permitted and approved by the local water company/utility. The local water company/utility shall read and bill the property water consumption for all of the property meters separately. The local water company/utility shall provide the properties water consumption data for all meters to the WPCA for billing purposes.

All applications to the WPCA for changes to multiple property classifications/uses via sub metering shall be received by the WPCA by no later than October 1st. All applications to the WPCA for changes to multiple property classifications/uses via sub metering shall approved by the WPCA by no later than January 1st for changes to the billing of multiple property classifications/uses for the upcoming fiscal year (July 1st). All applications received after October 1st or whose WPCA approval is not received before January 1st shall not be granted changes to multiple property classifications/uses for the upcoming fiscal year. All meters for properties that have not been granted changes to multiple property classifications/uses shall continue to be billed as one common meter noted above.

ii. Multiple properties/units (same classification) on a common water meter:

Multiple properties/units on a common water meter, with written authorization from the WPCA, may be allowed to sub meter the individual properties/units (i.e. five unit apartment building replacing the common meter with an individual meter for all five units). All meters including the meter installation for sub metering purposes shall be permitted and approved by the Local water company/utility. The local water company/utility shall read and bill the property water consumption for all of the property meters separately. The local water company/utility shall provide the properties water consumption data for all meters to the WPCA for billing purposes.



All applications to the WPCA for sub metering of multiple properties/units on a common water meter shall be received by the WPCA by no later than October 1st. All applications to the WPCA for changes via sub metering shall be approved by the WPCA by no later than January 1st for changes to the billing for the upcoming fiscal year (July 1st). All applications received after October 1st or whose WPCA approval is not received before January 1st shall not be granted changes for the upcoming fiscal year. All meters for properties that have not been granted changes shall continue to be billed as one common meter noted above.

Upon approval and completion of the sub meter installation, the sewer bills for each of the sub metered properties shall be billed to the property owner on a per meter basis. Any bills prior to the approval and completion of the sub meter installation shall continue to be billed to the property owner as one common meter.

(d) *Administrative Fines:*

Properties with illegal connections to the sewer system or who violate these sewer regulations shall be fined and billed an administrative fine as outlined in Appendix A. Administrative fines shall be billed annually on top of the annual sewer use fees. All properties with illegal connections to the sewer system shall be billed an administrative fine until the illegal connections to the sewer system has been permanently removed.

Section 11.10 Right to Inspect

The WPCA staff shall have the right to inspect any and all properties connected to the sewer system for illegal connections or the lack of a connection to the sanitary sewer system. The WPCA shall generate an inspection report, which shall identify any illegal connections or the lack of a connection to the sanitary sewer system and shall be used by the WPCA to levy fines for the illegal connections.

Section 11.11 Certificate of Occupancy

No certificate of occupancy shall be provided for any property in until all past due sewer bills (associated with the property and/or property owner (if owning multiple properties), an illegal connection survey has been completed and all illegal connections have been removed.



Section 11.12 User Appeal Procedures

User appeals shall be directed to the WPCA Office in writing upon receipt of the sewer bill. User appeals shall not be considered if received at the WPCA Office after 21 days from the date of the sewer bill (or the next business day if falling on a weekend or holiday).

Any person, firm or corporation who disputes the amount billed, its user classification, or any other matter relating thereto shall set forth the nature of his/her objection or claim in writing, including supporting proof or verification, such as but not specifically limited to past twenty four (24) months water bills, any pertinent repair bills, etc. Said written objection shall be sent via certified mail or hand delivered to and received by the office of the WPCA. The WPCA shall consider the complaint at its next regularly scheduled meeting and if the matter is not resolved in favor of the complainant, shall schedule a hearing on the matter at its next regularly scheduled meeting thereafter. At said hearing, the complainant shall be entitled to be heard, represented by counsel and present such evidence as it desires. Any person aggrieved by the subsequent decision of the WPCA may take such appeal, if any, as provided under the Connecticut General Statutes. Said objection shall in no way or manner constitute justification for not paying the complainant's bill. Adjustments, if any, made by the WPCA shall be based on an average of the past twenty-four months of billing, with the highest water consumption quarter dropped.

In the case of external water service breaks after the water meter (between the water meter and the building foundation in the buried water service piping) the highest two quarters shall be dropped only if they occur consecutively during the time period when the break was thought to have occurred. Under this case the past thirty six (36) months of billing shall be considered for any calculation of adjustments.

Section 11.13 Adjustment of Annual Sewer Use Bills

Adjustments to the annual sewer use bills shall only be considered if the WPCA is billing based on Water Consumption Basis as noted in Item 8 of this Section. No adjustments shall be considered or granted if the WPCA is billing based on a Per Equivalent Dwelling Unit Basis as noted in this Section.

No adjustments shall be made for internal pipe breaks/failures unless the property owner can prove, beyond doubt, that water from the pipe breaks did not enter the sanitary sewer system. The owner may present evidence for WPCA consideration as to whether or not the water from the break entered the sanitary sewer system. WPCA staff, to determine if the failure has been adequately fixed and if the water from the break entered the sanitary sewer system, shall conduct an inspection of the property. A



WPCA inspection fee may be levied for every inspection of the property, in accordance with the fees set forth in Appendix A. All fees shall be paid in full prior to the inspection. The WPCA shall have sole discretion in determining if the water entered the sanitary sewer system.

No adjustments shall be provided for the following:

- (a) *Liens, associated with the property as well as all costs associated with filing the liens,*
- (b) *Lack of repair or maintenance,*
- (c) *Tenant related or caused problems,*
- (d) *Wrong address – Owner’s Lack of supplying the WPCA with the correct address or with a change / correction of address.*

No adjustments shall be granted for property owners with illegal connections to the sanitary sewer (sump pumps, roof leaders, floor drains, etc.) until such illegal connections are permanently removed from the sanitary sewer system and the WPCA staff completes an inspection. A WPCA inspection fee may be levied for every inspection of the property.

No adjustments shall be granted for property owners with past due bills until such bills and the associated interest as well as the current bill is paid in full.

No adjustment on interest due for past due bills shall be granted.

No adjustments of the flat fee, capital or office fees shall be granted.

No adjustment on the water consumption shall be granted to car washes and other wash down type facilities for “water carry off” by the vehicle after the completion of the wash down.

No adjustment for past sewer bills shall be granted for properties which are within 300 feet of the public sewer system but are found to have a private septic system. Sewer fees shall only be levied for the said property upon connection to the public sewer system.

Section 11.14 Past Due Sewer Bills

Delinquent sewer use bills shall be assessed interest on the day after they are due. Interest shall also be assessed for the billing month (July for bills due on August 1st). The assessed interest rate shall be the maximum allowable interest rate allowed by Law.

Each addition of interest shall be collectible as a part of such connection or use charge. Any such unpaid sewer use charge shall constitute a lien upon the real estate against which such



charge was levied from the date it became delinquent. Each such lien may be continued, recorded and released in the manner provided by the General Statutes for continuing, recording and releasing property tax liens. Each such lien shall take precedence over all other liens and encumbrances except taxes and may be foreclosed in the same manner as a lien for property taxes.

Sewer bill statements, intent to lien notices, and a final demand notice shall be mailed to delinquent sewer users within one year of when the sewer use bill was due. Failure to pay delinquent sewer use bills may result in the WPCA referring the delinquent sewer use bills to an outside collection source (including but not limited to constables, state marshals, collection agencies and attorneys) or property foreclosure. The referral of delinquent sewer use bills shall result in various additional costs to the delinquent sewer user. The various costs include but are not limited to legal, mailing, collection agency and court costs up to and including foreclosure suits, etc. The delinquent sewer user or property owner shall be responsible for all costs associated with past due sewer use bills as well as the cost of the sewer use bill plus interest.

Prior to the sale of any properties all past due sewer use fees and the associated interest shall be paid in full to the WPCA. All property owners are hereby notified that outstanding sewer use charges and any associated interest shall run with the title.

Section 11.15 Determination of Water Consumption

For the purpose of establishing or revising such sewer use charges and a schedule of user charges, the WPCA may enter into agreement with the local water company/utility to purchase the individual property water consumption data (where available).

When water records are being utilized for the billing, the local water company/utility provides the water consumption data to the WPCA for WPCA billing purposes. The WPCA utilizes the water consumption data in the preparation of the annual budgets as well as for billing of the consumption portion of the annual sewer fees. All water consumption data provided to the WPCA by the local water company/utility is assumed to be accurate. The WPCA shall not be liable and shall not consider nor provide any rebates of sewer fees to property owners for estimated water bills based on estimated water consumption. It is the sole responsibility of the property owner to be diligent in requesting that the local water company/utility perform water meter readings.

Section 11.16 Charges for Septage Loadings

Septic tank cleaners who dispose of septage wastewater at the Water Pollution Control Facility shall be charged on a per 100 gallon increment for the disposal of septage. The standard fee shall be as established by the WPCA based on the quantity of the septage loading. The WPCA



reserves the right to record the date, quantity, pH, the location of the septic waste and the name of the septic tank cleaner for each septage load disposed of at the Water Pollution Control Facility. Said record shall be used as the basis for billing the individual septic tank cleaners. Payment for bills shall be due in full 30 days from the date of the bill.



Article XII. Standard Construction Requirements

Section 12.01 Governing Codes

New building sewers, other private sewers, public and private sewer laterals and services, grease interceptors, oil traps, particle separators, sewer main, appurtenances, and other wastewater facilities tributary to the Town of Stafford's wastewater system shall be designed and constructed in conformance with current municipal standards and specifications as set forth in the ASTM and WPCF Manual of Practice No. 9 or current editions, the Gravity Sanitary Sewer Design and Construction Manual, New England Interstate Water Pollution Control Commission Guides for the Design of Wastewater Treatment Works, and the Uniform State Plumbing Code, shall apply.

Section 12.02 Sewer Piping

(a) Sewer Main

Pipe and fittings to be used for sanitary sewer mains shall either be ductile iron or PVC pipe, eight (8) inches or more in diameter. Ductile iron pipe shall be minimum class 52 conforming to ANSI Standards A21.50 and A21.51 equipped with an internal corrosion protection coating. PVC pipe shall conform to ASTM Standards D 1784 and D 3034-SDR 35.

(b) Building Sewers

Standard length of sewer service connection pipes shall be thirteen (13) feet. Sewer service or lateral connections shall be a minimum of six (6) inches or more in diameter. A cleanout shall be provided at the curb line.

(c) Minimum Spacing

All sewer piping shall be laid a minimum of at least 10 feet horizontally or two feet vertically (lower) and horizontally apart from any new or existing water main or service connection unless otherwise approved by the WPCA and appropriate water utility.

(d) Installation

i. Building Sewers

Building sewers and connections, except as specially permitted otherwise by the WPCA, shall be laid to a true rate of grade of not less than one foot per hundred feet; shall have not less than three feet of cover at all points; shall be laid on firm, undisturbed soil or suitable foundation; shall be gas tight, watertight and well cleaned inside after laying; shall consist of such straight pipe, bends, branches and other



fittings as may be needed; and shall conform to all reasonable requirements for good construction. Any deviation from the prescribed procedures and materials shall be approved by the WPCA before installation.

In general, Building Sewers shall not be allowed to have more than two (2) angle points, or a total angular deviation of one hundred eighty (180) degrees, unless granted variance by the WPCA. It is recommended that cleanouts be installed at one hundred (100) foot intervals. All new construction and/or modifications to an existing sewer service shall at a minimum provide one cleanout at the property line or curb line. In lieu of a cleanout, all industrial users shall provide a manhole at the property line or curb line.

ii. Sewer Main

Sewer Mains shall be designed and constructed in accordance with the New England Interstate Water Pollution Control Commission Guides for the Design of Wastewater Treatment Works

Line and grade of the pipe and fittings shall be controlled by the use of batter boards and string lines set for this purpose, or by laser. Batters shall not exceed a distance of thirty (30) feet apart unless otherwise directed by the WPCA. Batter boards shall be set by the contractor.

The entire section of sewer shall have a satisfactory water-tightness. Should the WPCA determine that the section(s) inspected are unsatisfactory, the section of sewer shall be repaired of all defects and re-inspected at the installer's expense.

Section 12.03 Manholes

(a) *Materials*

Manholes shall be comprised of precast concrete sections conforming to ASTM C478. The wall thickness of precast sections shall be a minimum of 5-inch, 6-inch, 7-inch and 8-inch for 48-inch, 60-inch, 72-inch and 84-inch manhole diameters respectively. All cement shall be Type II Portland cement and the minimum compressive strength of the concrete shall be 4,000 psi at 28 days. Circumferential steel reinforcement in walls and bases shall be a minimum of 0.12 sq. in./lin. ft. for 4-foot diameter sections and 0.15 sq. in./lin. ft. for 5-foot and 6-foot diameter sections. Reinforcing shall extend into the tongue and groove. Conical reducing sections shall have a wall thickness not less than 5-inches at the bottom and wall thickness of 8-inches at the top. Conical sections shall taper from a minimum of 48-inches diameter to 24 or 30-inches diameter at the top. Slab top sections and flat riser sections (Grade Rings) shall meet or exceed an H-20 Loading requirement. Precast sections shall be manufactured to contain wall openings of the minimum size to receive the ends of the pipes set accurately to conform to the line



and grade of the sewer. Cutting or tampering existing manholes, for the purpose of creating new openings or altering existing openings, shall not be permitted without written approval of the WPCA. The exterior surfaces of all manholes shall be given a minimum of one shop coat of bituminous damp proofing.

(b) *Inverts*

Manhole inverts shall be formed of brick and mortar. Bricks shall comply with ASTM C32, for Grade SS, hard brick, except that the mean of five tests for absorption shall not exceed 8 percent by weight. Mortar shall be composed of Portland cement, hydrated lime, and sand in which the volume of sand shall not exceed three times the sum of the volumes of cement and lime. Cement shall be Type II Portland cement. Hydrated lime shall be Type S conforming to ASTM C207. Sand shall comply with ASTM C144 specifications for "Fine Aggregate," except that all of the sand shall pass a No. 8 sieve. Precast concrete inverts may be acceptable if approved in writing by the WPCA or its authorized agent.

(c) *Frame and Cover*

Manhole frames, covers and castings shall be of good quality, strong, tough, even-grained cast iron, smooth, free from scale, lumps, blisters, sandholes, and defects. Contact surfaces of covers and frame seats shall be machined. Castings shall be ASTM A48 Class 30B or better. The surface of the manhole cover shall have a diamond pattern with the cast words "Town of Stafford – Sanitary Sewer System". No air vents shall be permitted in the cover. Each manhole frame and cover shall be equipped with non-penetrating pick holes. Manholes frames and covers shall be as approved by the WPCA.

(d) *Steps*

Manhole steps shall conform to ASTM C478 requirements and shall be fabricated of either extruded aluminum or steel reinforced plastic. Steps shall be uniformly spaced at a maximum of 12-inches unless otherwise approved in writing.

(e) *Gaskets*

Manhole gasket materials shall be top grade (100% solids, vulcanized) butyl rubber and shall meet or exceed AASHTO M-198. Couplings at the manhole-pipe interface shall be made with a rubber seal system meeting the requirements of ASTM C923.

(f) *Sewer Drop Connections*

External sewer drop connections to existing or proposed manholes shall not be permitted. All sewer drop connections shall be internal with a Tee connection; stainless



steel clamps and a 90° bend to direct flow to the outlet. All drop connections shall be approved by the WPCA. Manholes with internal drops shall be a minimum of six (6) feet in diameter.

(g) *Spacing*

Sewer manholes shall have a maximum space of 300 linear feet between the manhole structures.

Section 12.04 Low Pressure Sewers

(a) *General*

Design, installation, and/or construction of all low-pressure sewer systems shall be at the direction and approval of the WPCA. Design, installation, and/or construction of low-pressure sewer systems shall be in accordance with current municipal design standards.

(b) *Odor Control*

Ample provisions for odor control from low pressure sewers shall be provided. All costs associated with the design, construction and operations of an odor control system shall be the responsibility of the Owner.

(c) *Grinder Pumps*

Grinder pumps for low-pressure services shall have a minimum wet pit size of 300 gallons. Each house equipped with a grinder pump shall have a local (in house) alarm with a battery backup, which shall be triggered during a high water, pump malfunction or other failure. The alarm shall be easily visible and audible to the home occupant. Grinder pumps at commercial, industrial or institutional establishments shall be equipped with an audible alarm and a minimum of two grinder pumps shall be provided. The property owner shall be solely responsible for the upkeep and maintenance including necessary replacement for the entire low-pressure building service including the grinder pumps and all associated incidentals.

(d) *Low Pressure Services*

Low-pressure services shall be a minimum of one and one half (1½) inches in diameter. All low-pressure service connections to publicly owned sewers shall be made via a section of gravity lateral piping tied into a proper “Y” or “T”. The gravity pipe shall have a minimum diameter of eight (8) inches and extend a minimum of 10 feet off the paving behind any curbing. Each low pressure service shall be equipped with a corporation stop and box as well as an inline check valve at the location where the low pressure service transitions to the gravity lateral piping.



Section 12.05 Privately Owned Wastewater Pumping Stations

(a) *General*

Design, installation, and/or construction of all privately owned wastewater-pumping stations shall be at the direction and approval of the WPCA. Design, installation, and/or construction shall be in accordance with current municipal design standards.

(b) *Components*

Privately owned wastewater pumping stations shall consist of the following at a minimum:

- i. Dedicated wetwell and valve vault structure constructed of cast in place or precast concrete
- ii. A minimum of two pumps (one duty, one spare)
- iii. Standby emergency generator
- iv. Three Phase 60 Hz electrical service with an underground concrete reinforced ductbank equipped with telecommunications and data services.
- v. Discharge isolation and check valves
- vi. Painting of all submerged and non-submerged piping
- vii. Discharge flowmeter connected to the WPCF SCADA system
- viii. Piped bypass connection assembly
- ix. Forcemain isolation valve

(c) *Reporting*

Owners of privately owned wastewater-pumping stations shall submit the following information on a monthly basis to the WPCA. The information shall be submitted both electronically and with a hard copy to the WPCA:

- i. Totalized daily flow records in gallons,
- ii. Pump run times,
- iii. Maintenance records for all mechanical equipment and as well as the exercise times for the generator.



(d) *Right to Inspect*

The owners of privately owned wastewater-pumping stations shall grant the WPCA, at a moment's notice, the right to inspect the privately owned wastewater pumping station.

(e) *Construction Documents*

Prior to construction the developer shall submit 100% live signed and sealed construction documents (plans and product specifications) to the WPCA for review and approval. The developer shall bear the burden of all costs, including costs of legal services, related to the design, permitting and construction of the wastewater pumping station, which is to be publicly owned upon completion of construction. The developer shall incorporate any and all changes requested by the WPCA at no cost to the WPCA.

(f) *Construction, Operation and Maintenance*

The construction, operation and maintenance of privately owned wastewater pumping stations shall be borne solely by the property owner.

(g) *Failure to Property Maintain the System*

Should the property owner fail to properly maintain the privately owned wastewater pumping station the WPCA shall provide a written notice to the property owner. If the property owner fails to remedy the situation within 60 days, the WPCA shall upgrade the privately owned wastewater pumping station with all charges associated with the upgrades of the privately owned wastewater pumping station back charged to the property owner with a 25% markup (1.25% of total project costs). Upon completion of the upgrades the WPCA shall NOT take ownership of the privately owned wastewater pumping station and the property owner shall be responsible for all construction, operation and maintenance of the privately owned wastewater pumping station.

Section 12.06 Wastewater Pumping Stations to be Owned by the WPCA upon completion

(a) *General*

Design, installation, and/or construction of all wastewater-pumping stations, for which ownership shall be turned over to the WPCA upon completion of construction, shall be by the WPCA with all costs back charged to the Developer. Design, installation, and/or construction shall be in accordance with current municipal design standards.

(b) *Minimum Requirements*

- i. Minimum 8 ft. diameter precast concrete wetwell with bituminous damp proofing, anti-floatation collar, an aluminum access hatch (minimum 42"x48"



double leaf) with a safety grate, and a minimum working volume of 7.5 feet (depth to invert and pump off elevation),

- ii. Minimum 10 ft. by 10 ft. valve vault structure with an aluminum access hatch (minimum 42"x48" double leaf) with a safety grate, aluminum vault ladder and ladder extension, capped internal bypass connection and painted ductile iron vent w/ 316 S.S. insect screen,
- iii. Discharge Series 75 pinch and Series 39 check valves by Red Valve,
- iv. Minimum Class 53 Flanged Ductile Iron piping painted with an appropriate Tnemec coating. Finish painting of submerged and non-submerged process piping with an appropriate Tnemec paint. Paint color shall be gray and labeled "Raw Wastewater." All piping within the wetwell shall also be painted,
- v. PVC coated chain link site fencing with two site access slide gates,
- vi. Site paving with road access and paving 3 ft. beyond the fence line,
- vii. Precast Concrete Generator/Utility Building (minimum 26 ft x 13 ft) with eyewash, utility sink, water service with backflow preventer and repair kit, and an on demand water heater,
- viii. Minimum of 2 non-freeze yard hydrants,
- ix. 480 Volt, Three Phase 60 Hz electrical service with an underground concrete reinforced ductbank equipped with telecommunications and data services.
- x. A minimum of two variable speed wastewater pumps one duty one spare operating on level controls,
- xi. Instrumentation and control system consisting of station magnetic flow meter, liquid level sensing system (ultrasonic or pressure transducer), backup high water and pumps off floats, alarms, auto dialer system and other necessary appurtenances,
- xii. Standby emergency generator with a sound proof enclosure installed within a precast concrete or CMU building. The diesel fuel storage tank shall be a double walled subbase tank. The tank shall have a minimum capacity of 125 gallons or sufficient capacity for a minimum continuous runtime of 3 days at full load, whichever is greater,
- xiii. The WPCA reserves the right to request additional features and appurtenances as well as modifications to the system design, components, and features at the WPCA's sole discretion.



- xiv. Five year unlimited warranty for all components of the wastewater pumping station (pumps, piping, structures, electrical, controls, etc.)

(c) *Standardized Equipment*

The WPCA has standardized all wastewater pumping equipment around one manufacturer and all wastewater pumping equipment controls around one instrumentation integrator. All wastewater pumping equipment shall be designed around the WPCA approved wastewater pumping equipment. All wastewater pumping equipment instrumentation/controls shall be designed and integrated by the WPCA approved instrumentation integrator.

(d) *Construction Documents*

Prior to construction the developer shall submit 100% live signed and sealed construction documents (plans and product specifications) to the WPCA for review and approval. The area for the wastewater-pumping stations, for which ownership shall be turned over to the WPCA upon completion of construction, shall be noted on the plans. The actual design and construction of the wastewater-pumping stations, for which ownership shall be turned over to the WPCA upon completion of construction, shall be by the WPCA. The developer shall bear the burden of all costs, including costs of legal services, related to the design, permitting and construction of the wastewater pumping station, which is to be publicly owned upon completion of construction. The developer shall incorporate any and all changes requested by the WPCA at no cost to the WPCA.

(e) *Performance Bond*

The developer shall to repair / replace any faulty systems or equipment within the first five year's following acceptance by the WPCA at no cost to the WPCA. The developer shall provide a performance bond equal to 25% of the cost of the construction of the wastewater pumping station to ensure compliance with this requirement.

(f) *Publically Owned Pumping Stations*

The following pumping stations shall be considered publicly owned, upon the effective date of these sewer use regulations.

- i. Route 190 Wastewater Pumping Station
- ii. Orcuttville Road Wastewater Pumping Station
- iii. Lakeshore Boulevard Wastewater Pumping Station
- iv. Meadow Lane Wastewater Pumping Station
- v. The WPCA shall update the list of publicly owned pumping stations as needed.

All other pumping stations shall be considered privately owned, upon the effective date



of these sewer use regulations, and the responsibility of the operation and maintenance and replacement of privately owned wastewater pumping stations is the sole responsibility of the property owner. Privately owned pumping stations shall meet the minimum requirements as noted herein.

Section 12.07 Warranty Period

Drain layers shall be responsible for all defects in materials and workmanship for the maximum time period allowed by law, and for at least a minimum period of one (1) years following the completion of sewer installation. Streets, sidewalks, parkways and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the Town of Stafford. All publicly owned property which was disturbed and restored shall be guaranteed from defects to the maximum extent allowed by law and for at least a minimum one (1) years.

Section 12.08 Maintenance of Safe Working Conditions

(a) *Regulations*

All excavations shall, where applicable, comply with all Local, State, Federal and OSHA Regulations, and shall be adequately guarded with barricades and lights so as to protect the public from hazard. The WPCA shall not be responsible for Contractor compliance and any associated fines associated with the said regulations.

(b) *Enforcement*

The WPCA shall not be responsible for the enforcement of or compliance with all Local, State, Federal and OSHA Regulations by the Contractor.

(c) *Blasting*

When ledge is encountered in excavations, a permit must be obtained from the Town of Stafford for the use of explosives. All blasting shall be done in accordance with all applicable Local, State and Federal codes and regulations and any other requirements as imposed by the Town of Stafford fire department. Only persons licensed in the State of Connecticut by the Department of Public Safety for this purpose shall do all blasting.

(d) *State of Connecticut Department of Transportation*

When making a sewer connection in a State Highway, the necessary permit from the Connecticut Department of Transportation (CONN DOT) shall be obtained prior to the issuance of a sewer connection permit by the WPCA. All work shall be done in accordance with the requirements set forth in the permit from CONN DOT. Any costs in connection therewith shall be borne by the applicant.



(e) *Town of Stafford Right-of-Way*

A street opening permit shall be obtained from the Town of Stafford for any work in a public way. Power shovels, bulldozers, loaders, trucks, and other equipment shall not be operated on or across sidewalks, berms, curbing's, etc., until they have been properly protected from damage by planking or other approved means. All resulting damage shall be repaired to the satisfaction of the Town of Stafford at no additional cost to the Town of Stafford.

Section 12.09 Design of Infrastructure Components which are to be Publically Owned upon completion

The WPCA, at its sole discretion, may elect to design and construct any and all proposed infrastructure components which are to be publically owned upon completion of construction. Proposed infrastructure components includes but are not limited to proposed/relocated sanitary sewer mains or extensions, wastewater pumping stations, metering stations, water pollution control facilities, etc. Should the WPCA elect to design and construct the proposed infrastructure components which are to be publically owned upon completion of construction all costs incurred by the WPCA associated with the final completed project (legal, engineering, construction, etc.) shall be back charged to the appropriate party (municipality (non WPCA projects), property developer and/or Owner/applicant).

Passed and approved by the Water Pollution Control Authority of the Town of Stafford, Connecticut, on the 17th day of November 2015, for implementation on the 17th day of November 2015.

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