



# **Regulations of the Greene County Sanitary Engineering Department**

The following Regulations are for the information and guidance of all users and potential users of the sanitary sewer and water supply facilities of the Greater Greene-Little Miami Sewer District and the solid waste disposal facilities of the Greene County Garbage and Refuse Disposal District as provided by the Board of County Commissioners, Greene County, Ohio, through its agent, the Greene County Sanitary Engineering Department.

These Regulations replace the regulations contained in the “Regulations and Specifications of the Greene County Sanitary Engineering Department” originally established by Resolution No. 92-10-29-16 adopted on October 29, 1992 and last amended by the Board of County Commissioners on March 29, 2018.

These Regulations are established under the authority of Sections 6103.02, 6117.01 and 343.01 of the Ohio Revised Code and revisions were approved by the Board of County Commissioners on December 1, 2022 by Resolution No. 22-12-1-20, and are effective January 1, 2023.

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# Regulations Greene County, Ohio

## 1. DEFINITIONS

Unless the context specifically indicates otherwise, the meaning of terms in these Regulations shall be as follows:

### 1.01\*COUNTY

Greene County, Ohio, Specifically, the Greene County Sanitary Engineering Department.

### 1.02\*BOARD OF COUNTY COMMISSIONERS

Board of County Commissioners of Greene County, Ohio.

### 1.03\*DIRECTOR

The appointed representative of the Board of County Commissioners in the Greene County Sanitary Engineering Department.

### 1.04\*SANITARY ENGINEER

The appointed representative of the Board of County Commissioners in the Greene County Sanitary Engineering Department who is a registered professional engineer.

### 1.05\*SPECIFICATIONS

The construction requirements adopted by the Board of County Commissioners by resolution.

### 1.06\*INSPECTOR

A duly appointed representative of the County who is responsible for the enforcement of the specifications and quality of construction.

### 1.07\*EASEMENT

A grant by the owner of land for a specified use of land for the installation and maintenance of sanitary sewers and/or water lines for an indefinite period of time or as dedicated for public right-of-way.

### 1.08\*PERMIT

Permission to connect to the water supply or sanitary sewer system and/or to extend same.

### 1.09\*WATER SERVICE

The readiness to supply or actual supplying of water for drinking, sanitation or fire protection to a premise on which a water service connection has been installed.

### 1.10\*WATER SERVICE CONNECTION

The physical connection of a service branch with a water main.

### 1.11\*SANITARY SEWER

A sewer which carries sanitary sewage and industrial wastes and to which storm, surface, and ground waters are not intentionally admitted.

### 1.12\*STORM SEWER

A sewer which carries storm, surface and drainage water but which excludes sanitary sewage and industrial wastes, other than unpolluted waters.

### 1.13\* BUILDING DRAIN – SANITARY

That part of the lowest horizontal piping of a drainage system which receives the discharge from sewage drainage pipes inside the walls of a building and conveys it to the building sewer at a point outside the building walls.

### 1.14\*BUILDING SEWER - SANITARY

The extension from the building drain (sanitary) to the sanitary sewer and which conveys sewage only.

### 1.15\*SANITARY SEWAGE

A combination of the water-carried wastes from residences, business buildings, institutions and commercial and industrial establishments contributed by reason of human occupancy.

### 1.16\*INDUSTRIAL AND COMMERCIAL WASTES

The liquid wastes from industrial manufacturing, trade or business.

### 1.17\*SEWERAGE WORKS

All facilities for collecting, pumping, treating and disposing of sanitary sewerage and industrial wastes.

### 1.18\*WASTEWATER TREATMENT PLANT

Any arrangement of devices and structures used for treating wastewaters collected by the sanitary sewer system.

### 1.19\*GARBAGE

Solid wastes from the domestic and commercial preparation, cooking and dispensing of food and from the handling, storage and sale of produce.

### 1.20\*PROPERLY SHREDDED GARBAGE

The wastes from the preparation, cooking and dispensing of food that has been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than 1.27 centimeters (0.5 inch) in any dimension.

### 1.21\*SUSPENDED SOLIDS

Solids those either float on the surface of, or are in suspension in water, sewage or other liquids, and which are removable by laboratory.

### 1.22\*SLUG

Any discharge of water, sewage or industrial waste which in concentration of any constituent substance or in quantity of flow exceeds, for any duration longer than fifteen (15) minutes, more than five (5) times the average twenty-four (24) hour period concentration or quantity of flow during normal operation.

### 1.23\*WATERCOURSE

A channel in which a flow of water occurs, either continuously or intermittently.

### 1.24\*NATURAL OUTLET

Any outlet into a watercourse, pond, ditch, lake or other body of surface or ground water.



**1.25\*COOLING WATER**

The water discharged from any system of condensation, air conditioning, cooling, refrigeration or other. It shall be free from odor and oil and shall contain no polluting substances.

**1.26\*DEDUCT/IRRIGATION METER**

Meter that registers water usage that does not contribute to sanitary sewage flow

**1.27\*HOSE BIB**

Outside water faucet (also known as 'Sillcock').

**1.28\*METER ACCESSIBILTY**

Meter accessibility means outside the building in a pit or vault for residential and commercial properties unless prior permission given by the Sanitary Engineer.

## SECTION 2

### 2. GENERAL CONDITIONS

#### 2.01\*AUTHORITY

The Ohio Revised Code, Sections 6103.02, 6117.01 and 343.01, enables the Board of County Commissioners to adopt regulations governing policies essential to the operation of the Sanitary Engineering Department under their jurisdiction.

#### 2.02\*OWNERSHIP AND CONTROL

The public water supply systems and sewerage works of Greene County, Ohio, including all appurtenances, are under the operation of the County and its authorized agents and employees. Such control shall include all phases and fixtures of the water supply systems and sewerage works to the ultimate point of metered consumption or from the point of usage.

#### 2.03\*EFFECTIVE DATE

These "Regulations" shall be effective on the date of adoption of a resolution by the Board of County Commissioners. Henceforth, any other regulations previously adopted by the Board of County Commissioners which are in direct conflict with this set of adopted "Regulations" shall be deemed to be repealed and/or declared void and all others shall remain in full force.

#### 2.04\*VALIDITY

Should any section or individual provision of this resolution be decided by the courts to be unconstitutional or invalid, such a decision shall not affect the validity of the resolution as a whole or any part hereof, other than the particular portion so held to be unconstitutional or invalid. It is the intention of the resolution that these "Regulations" are deemed to be independent one from the other.

#### 2.05\*ENFORCEMENT

These "Regulations" shall be enforced by the County or its designated representative, as directed by the Greene County Board of County Commissioners, in accordance with the Ohio Revised Code, Sections 6103.02 and 6117.01.

#### 2.06\*VIOLATION

It shall constitute a violation for any person, firm, group or corporation, either owner or agent, to tamper with or attempt to use facilities provided by the County without first obtaining the necessary permits and approvals. Any person, firm, group or corporation, either owner or agent, that obtains a permit or approval based on a false statement made in order to deceive the County shall be held in violation of this resolution and subject to prosecution. A violation shall also be considered by any infractions of the "Regulations."

#### 2.07\*PENALTIES

Any person, firm, group or corporation, either owner or agent, committing a violation of these "Regulations" shall be subject to revocation or suspension of permits or license and be guilty of a misdemeanor and upon conviction shall be fined by the County in accordance with the Ohio Revised Code, Sections 6103.99 and 6117.99, to insure that remedial action will be taken to rectify the violation and this fine shall be in effect until the violation is corrected. In addition, the violator of these "Regulations" shall be liable and responsible for any and all damages incurred as a result of the violation.

## **2.08\*JURISDICTION**

These "Regulations" shall be made applicable to all persons within the County Sanitary Sewer and Water Districts as established or amended or any other persons receiving either sanitary sewer or water service from systems operated by the County.

## **2.09\*AGREEMENT**

All persons, successors and assigns obtaining a permit from the Sanitary Engineering Department accept and agree to be bound by these "Regulations."

## **2.10\*INTERPRETATION**

The provisions of these "Regulations" shall be the minimum requirements adopted for the promotion of health, safety, and welfare of the constituents of Greene County, Ohio. These "Regulations" are not intended to repeal, abrogate, annul or in any manner interfere with any existing laws or rules of any governmental unit that are more stringent. Where these "Regulations" impose greater restrictions than are required by existing laws or rules, then the provisions of these "Regulations" shall take precedence and govern.

## **2.11\*PERSONNEL**

Inspectors, meter readers or employees of the County whose duty constitutes entrance upon private property, or into private premises, in connection with County business, shall be equipped with proper credentials as the County may deem necessary to identify them as agents of the County. Such authorized employees shall have access to the premises, at reasonable hours, to examine fixtures, record amounts and manners in which systems are being utilized and investigate supply of water and/or stoppage of sanitary sewers. Should access be denied, these employees for the purposes outlined above, services shall be disconnected and not restored until such a time as access is granted.

## **2.12\*GUARANTEE OF WORK**

The Developer shall guarantee all the work for a period of one (1) year from the date of the seventy-five percent (75%) bond release. A one-year anniversary inspection shall be scheduled at a minimum of eleven (11) months from the date of the seventy-five percent (75%) bond release. The contractor/bond surety shall be held liable for the punch list items identified at the one-year anniversary inspection.

The Developer will be required during the life of this guarantee to make all repairs or changes in the guaranteed work, which in the opinion of the County are necessary.

The Developer shall, promptly upon receipt of notice from the County and without expense to the County, remove and replace all unsatisfactory work with suitable materials and equipment.

Failure by the Developer to proceed with the terms of the guarantee shall be sufficient reason for the County to have the defects corrected, and the Developer shall be liable for all expenses incurred by the corrections.

Any or all special guarantees applicable to definite parts of work or equipment shall also be subject to the terms of this Section during the first year of the life of such special guarantees.

## SECTION 3

### 3. WATER SYSTEM

#### 3.01\*GENERAL

A. No physical connection shall be maintained between any other source of water or liquid and the County water supply piping. No spigot or outlet shall be physically connected to a drain or sewer or be submerged. The proper cross-connection prevention device shall be installed in accordance with the regulations of the Plumbing Inspection Division of the Greene County Health Department.

B. Should electrical grounding of A/C or D/C power source be permitted on the water system or any private extension thereof, a grounding strap, connecting inlet to outlet, shall be required from one side of the metering assembly and/or backflow preventer to the other.

C. A permit must be obtained by the property owner or a plumber engaged by the property owner in order to receive a service line connection. At this time the permit section will check the property records to verify that all applicable equalization charges against the property have been paid prior to issuing the permit. If the equalization and other charges levied have been paid, a permit will then be issued; if not, the property owner must pay the applicable charges levied before a permit is issued. Should a renewal of a service be desired, after it has been determined that there are no outstanding unpaid bills; then an employee of the County will restore the service. A list of the charges for the various services is attached herein under Part A of the Regulations in Section 7 "Schedule of Charges."

D. Any consumer may have a service temporarily discontinued for a period not to exceed six (6) months by written request to the Sanitary Engineering Department. The purpose for the request shall be provided. Extensions for an additional six (6) months extension may be granted upon written request to the Director. The meter will be turned off or removed and water shut off at the curb by the County. Should it not be possible to obtain a final reading, a closing statement will be estimated on the time elapsed since the last reading and the estimated consumption as determined by the Sanitary Engineering Department. Under no circumstances shall the closing statement be less than the minimum rate prorated for the time the water was used.

E. All employees of the County, designated for the purpose with proper identification, are authorized to enter, at reasonable hours, into any house, building or plant supplied with water from or connected to, or traversed by water mains of the County, to examine bibs, pipes, meters, cisterns, reservoirs, tanks or other apparatus for the purpose of ascertaining the quantity of water consumed or supplied or for placing or taking away any meter, instrument, pipe fitting, or for placing or taking away any meter, instrument, pipe fitting or other material belonging to the County or for any other reasonable purpose in connection with the water supply system.

F. Meter readings will normally be taken monthly and as near the same date as is practicable. It is the intent of GCSED to convert all meter reading to a monthly basis through the use of automated meter reading technologies. As area(s) are converted they will be placed on a monthly reading cycle. If the meter reader is unable to obtain a reading because a meter is out of order, it will be replaced and the amount of water consumed will be estimated. If the meter reader cannot gain entrance to a residence having an inside meter, notice will be provided to the customer requesting to schedule an appointment for access to the meter.

G. The County shall make a charge for any service requiring a special trip to the property, such as temporary shut-offs. Only representatives of the County are authorized to install, disconnect or remove water meters from a service. Any meter not properly removed, which becomes lost or not recoverable, shall be chargeable to the property owner. No person without a permit from the Sanitary Engineering Department is allowed to turn a hydrant or valve other than as provided in the "Regulations" governing plumbers, excepting, however,

members of the Fire Department in the performance of their duties. In case trouble occurs between the main and the curb stop or in the meter, the Sanitary Engineering Department should be called. If the trouble is beyond the meter, the curb stop should be shut off and a plumber called.

H. Service branches are installed at the expense of the property owner who is held responsible at all times for any leakage that may occur between the curb stop and the building. The plumber taking out the permit for the service is responsible for one (1) year after final inspection or any leaks developing between the corporation stop in the water main and the curb stop. The County will repair, without expense to the owner; any leaks, which occur between the main line and meter pit, including the curb, stop, providing such leaks are not caused by defective workmanship or material. The County has the right to replace any water meters as deems necessary and cannot be held responsible for damage to service lines caused by such work if reasonable care is exercised. Notice to replace inferior pipe will constitute reasonable care. Failure to repair leaks, remove obstructions preventing access to the meter pit or make payment of charges for work done by the County for such purposes, when notified to do so, will be sufficient cause for the County to enter the street and close the corporation stop which shall not be reopened until the cause for the closing has been remedied.

I. Consumers are required to keep meter pits packed or otherwise protected in such manner as to prevent freezing; they will be held responsible for any damage caused by freezing.

J. All meters must be accessible at all times. See Section 1.28 Meter Accessibility. Failure to comply with this rule will be cause for discontinuing service, which will not be resumed until the trouble has been remedied. This rule shall apply to meters in meter pits or vaults, which are covered with dirt, or other materials or that is filled with water or gas; or where passage to meters is blocked so that the meters are not accessible.

K. A customer may request water turn-off in order to permanently terminate charges. Water service must be shut off and abandoned at the main. The customer shall be responsible for the entire cost thereof.

L. A list of all current charges services performed is on file in the Sanitary Engineering Department office. These charges, fees, and rates are subject to amendment by the Board of County Commissioners and are not to be construed as being fixed for an indefinite period of time.

### 3.02\*WATER METERS

A. No meter shall be set until the following conditions have been met:

1. An application for service has been made and fee paid.
2. Contractors/Developers must contact Sanitary Engineering for final inspections as well as contact the Greene County Combined Health District for their final inspections.
3. Once Greene County Sanitary Billing group receives all above Releases of those final inspections, Meter will be scheduled to be set within forty-eight (48) hours.

It is unlawful for anyone to occupy a building until after final County inspection, approval and acceptance for metering.

B. Any meter violation shall be considered as tampering with the water system and shall carry the penalty as outlined in Part A, Regulations, Section 2, "General Conditions."

C. No extension, alterations or repairs shall be made to any water pipes or fixtures between meter and main line except by a plumber and with the notification of the Sanitary Engineering Department.

D. Meters are furnished and installed for consumers by the County upon payment of a service connection charge. The service line connection charge varies in accordance with the size of the meter. A schedule of such charges is available at the Sanitary Engineering Department office.

1. For meters that are 2 inch or larger, they will be furnished to the contractor by the County for proper plumbing of the meter vault or riser room of the property.

2. Once the meter is in place or within 5 business days of meter delivery, Greene County Inspection must be contacted to schedule final inspection at which time the bypass shall be locked off.

E. Drilling or cutting-in extra holes in water meter vaults to permit the entry of water service lines downstream of the water meter will not be approved. All water service lines should be routed through the factory-made cut-outs at the bottom of the vault.

F. Customers wanting to increase the size of their current meter must notify the County of this intent, pay the difference in cost of the permit fees (tap in fees for water and sewer and the cost of the meter), and have all necessary inspections done before a new meter will be set.

G. Customers wanting a smaller meter from their current meter must notify the County of this intent, pay for the cost of the new meter, and have all the necessary inspections before a new meter will be set. If the customer is desirous of returning to the original meter size, they will be charged for the cost of the new meter.

### 3.03\*METER BY-PASSES

Each service 1 1/2" diameter or larger shall be provided with a by-pass. The by-pass must be valved so that it can be sealed to prevent its use by anyone except County personnel. No meters will be allowed to be installed inside housing, business or commercial structures without approval of GCSED.

### 3.04\*SERVICE PER RESIDENCE AND METER PIT REQUIREMENTS

Each separate residential, commercial, or industrial structure shall have a separate service branch and meter pit located outside the structure and one foot (1') outside the road right-of-way and at least one foot (1') outside of the driveway of the property to be served. The County may require properties or premises not so equipped to install additional service lines and meter pits at the expense of the property owner. No obstruction or landscaping shall be placed on the meter pit cover at any time. Meter pits shall not be located in open drainage ditch areas.

### 3.05\*METER TESTING

The County will test and correct any meter which in its judgment is registering incorrectly without the consent of the consumer. Also upon the request of the customer the County, will test any of its meters and guarantee its accuracy against any overcharge within two percent (2%). Proper refund shall be made if the test shows the customer has been overcharged. In order to protect the County against unreasonable demands for this service, a charge shall be made if the test shows the meter to be registering properly.

### 3.06\*FIRE SERVICE

A. Application for fire protection connections shall be made in writing to the Sanitary Engineering Department and no connection may be made without written permission from same.

B. Fire service connections may be made by any registered plumber with the approval of the County after approval of the plans for the connection by the Sanitary Engineering Department.

C. No person except an authorized agent of the fire department or the County may use a fire hydrant. In case of fire or inspection, the fire department shall have the right to use any hydrant, hose, pipe, or other fixture. They shall notify the Sanitary Engineering Department in writing of any use for maintenance purposes within twenty-four (24) hours of such use.

D. Developers of new subdivisions or parts thereof shall install all water mains, fire hydrants, valves, fittings, etc., at their expense. All work performed shall be in accordance with plans and specifications approved by the Sanitary Engineering Department.

E. No private fire hydrants shall be set without the inspection and approval of the Sanitary Engineering Department.

F. Private fire service inside buildings shall be the dry-type or wet systems equipped with approved fire detector meters. Construction of the private interior fire service cannot proceed until the plans have been approved by the Sanitary Engineering Department and written permission received.

### 3.07\*BILLING METHODS AND PROCEDURES

A. Water service charges will be billed for any lot, parcel of land, building, enterprise, residence or premises provided an active water service connection or withdrawing water from the County water system. The water service charge is a continuous charge for all improved properties served by a connection whether occupied or vacant. Owners of property shall be held responsible for water used on their premises, but statements may be mailed to another designated person or entity, such as a tenant or agency. If the designated person or entity does not pay in accordance with the "Regulations" the owner shall be responsible for payment. Account delinquency shall be just cause for terminating services, which will be resumed only upon full payment of delinquent charges. Responsibility of payment of delinquent charges to the property rests with the current property owner. It is the responsibility of the prospective property owner to inquire of possible delinquent charges, which may be assumed upon ownership. This information will be given upon request of the Sanitary Engineering Department. GCSED reserves the right to deny service to any property owner/tenant that has unpaid balances on other GCSED water and/or sewer accounts.

B. Water service charges will be based upon readings taken from meters installed in accordance with Greene County Sanitary Engineering specifications, or in such manner and by such method as may be practicable in the light of the conditions and attendant circumstances of the case, as determined by the Director.

C. Water meters shall normally be read every month. In areas where readings are conducted on a quarterly basis the bills for the two (2) months preceding reading of the water meter shall be rendered on the basis of the "monthly minimum" charge. The bill for the month following reading of the water meter shall include the "monthly minimum" charge plus the "wholesale charges" for water used over the monthly minimum during the three-month period. In determining "wholesale charges," it shall be assumed that one-third (1/3) of the usage over the monthly minimum occurred each of the three (3) months. In areas of the system where meters are read monthly, the bill shall include the monthly minimum charge plus the wholesale charges for water used over the monthly minimum.

D. Bills are payable on or before the "due date" printed on the bill. Partial payments are acceptable, but any amount less prior late payment penalties not paid by the due date shall be considered delinquent and subject to a "late payment penalty" of seven and one-half percent (7.5%) per month.

When a bill or part thereof is not paid by the due date and is more than \$80.00, a "Notice of Disconnection" will be sent to the customer advising that the water service will be terminated by the Disconnection Date if the past due balance is not paid in full by close of business on the Final Payment Date.

In a landlord/tenant situation, a notice is sent to the landlord at the same time one is sent to the tenant. Service can also be refused a prospective tenant if there are any outstanding bills owed on a property.

The customer service worker cannot accept payment for delinquent bills. Any cost to terminate and reactivate water service will be added to the billing.

The Sanitary Engineering Department may, upon review of delinquent invoices and customer accounts, engage an outside collection agency for the purpose of collecting delinquent miscellaneous invoices and delinquent sewer & water bills, and may also invoke additional fees upon the delinquent debtor/customer, as deemed necessary, in order to offset the administrative cost of collection.

Unpaid charges constitute a lien upon the property. Unpaid charges for the periods of 1 September to 1 February and 1 March to 1 August or for periods as assigned by the Greene County Auditor shall be certified the following month to the Treasurer for collection. A charge shall be added for such certification.

E. It may become necessary from time to time to estimate water usage. If so, the bill will be marked "estimate." The customer will have ten (10) working days from issuance to contest an estimated bill.

F. Should the County be unable to render monthly bills because of labor shortage or some other deficiency, the bill may be rendered for a shorter or longer period but at the same monthly rate. When water has been turned off for a violation of the "Regulations," or failure to pay charges, the owner or occupant of such premises shall pay the disconnection charge to reestablish water service.

### 3.08\*REPAIR AND MAINTENANCE

A. The County shall have the right to shut off the water for repairs, extensions, tests, improvement or whenever necessary and will not be responsible or held liable for any accidents or damage which may result from interruption of service. Whenever possible and as time permits, all customers will be notified prior to discontinuance of service.

B. The County shall maintain all lines on dedicated easements or rights-of-way. No maintenance will be done on water mains that do not lie within easements or dedicated rights-of-way. These lines shall be maintained by the owner. Service shall be discontinued until repairs have been completed to the satisfaction of the County.

C. If a break or leak occurs in any service line between the main line and the curb stop, the County will repair this at its own expense as soon as possible. The owner will be required to pay all cost of repair to a service line on his property (meter pit to a structure). The County shall not be responsible for breakage of pipes or valves occurring during removal or installation of meters where such breakage is due to old or faulty plumbing.

D. All charges for repairs to meters damaged by freezing or any other cause must be paid when the next bill comes due.

E. Damage to water meters resulting from improper connections between boilers and furnaces or other heaters shall be the responsibility of the consumer and the cost of repairs will be charged to the owner.

F. No extensions, alterations, or repairs shall be made to any water pipes or fixtures between meter pit and main line except by a plumber and with the approval of the Sanitary Engineering Department.

### 3.09\*TAMPERING WITH THE SYSTEM

A. No person other than an authorized agent of the County may connect to any of its water lines, tamper with or remove any meter or parts thereof or any seal or insert a meter bypass without permission of the Sanitary Engineering Department under penalty provided in Section 6103.99 of the Ohio Revised Code. A tampering violation is also due cause for having water service discontinued.

B. If the County finds that a meter seal has been broken, a connection installed ahead of the meter or any bypass inserted or there is evidence that the meter has been tampered with, the water will be shut off and will not be turned on again until the consumer or owner of the premises pays for the estimated quantity of water which has been used and not registered and, in addition, shall pay a fee for turning on the water. The criminal laws of the state of Ohio provide severe penalties for tampering with water meters, meter seals, valves and other devices in the water system.

C. No person shall unlawfully secure a supply of water through a corporation stop, curb stop, valve or other device after it has been closed for the violation of any of the "Regulations" without first having secured the necessary permit from the Sanitary Engineering Department.



### 3.10\*GUARANTEE OF SUPPLY

A. The County does not guarantee any fixed pressure or a continuous supply of water but will, in emergency, endeavor to notify affected customers.

B. Persons or entities using steam boilers, gas engines or other equipment or whose operation depends on a supply of water direct from the service pipe should have in mind the preceding rule and provide storage of sufficient water to operate a reasonable length of time.

C. In case of a serious fire(s) or water shortage or when for any cause it is necessary to conserve the water supply by limiting the use thereof, such an order shall be made and shall be obeyed by all users of water affected by such order and the County shall not be responsible for any damages resulting from any such limited use.

### 3.11\*GUARANTEE OF SERVICE

Every reasonable effort will be attempted to restore service should an interruption of service occur. The County shall not be liable for any accidents or damage resulting from interruption of service or conditions caused by the design limitations of the various systems. Temporary shutdowns of the water supply by the County may be necessary for improvements or repairs. Whenever possible and as time permits, all customers will be notified prior to shut down.

### 3.12\*CONSTRUCTION WATER

Water used during construction shall be metered and billed to the applicant for water service at the water rates in effect. A water meter shall be installed after application is made for service and the corresponding tap-in fees and water service connection charges paid. Meter Pit installation and approved backflow preventer required before any meter is set. Any damage to the water meter during the construction period will be the responsibility of the water service applicant.

### 3.13\*REQUEST FOR INSPECTION

Requests for inspection of a water tap shall be made forty-eight (48) hours in advance of inspection or tapping. All work must be visible when the inspection is performed.

### 3.14\*SPECIAL WATER METERS

A. **Irrigation meter**-\*Customers in certain water and sanitary sewer service areas who use large amounts of water for lawn sprinkling, air conditioning, washing cars, etc., may realize some savings in sewer charges by having a separate meter installed to measure this water usage. Since sanitary sewer service charges are based upon the amount of water consumed, water used for the above purposes does not terminate in the sanitary sewer system; therefore, no sanitary sewer service charge will be rendered on this separate use of water. Saville, Vista Manor, and Kitridge Road water service areas (city of Dayton water service) require separate meter pits for irrigation meters. The customer must bear the full cost of such meter installation. The customer must obtain a permit from the Sanitary Engineering department and pay the connection charge based on meter size. The Sanitary Engineering Department reserves the right to remove such water meter from any premises and substitute another in its place for purposes of testing or repairing. All irrigation meter installations shall include backflow device as required by plumbing inspection.

B. **Deduct Meter**- \*Meters that are situated past the domestic meter and works like an irrigation meter in cost savings on sewer charges. The customer must obtain a permit from the Sanitary Engineering department and pay the connection charge based on meter size.

1. **These meters are to be installed in a pit outside** the building on commercial buildings and residential homes. The Sanitary Engineering Department reserves the right to remove such water meter from any premises and substitute another in its place for purposes of testing or repairing.

2. All deduct meter installations shall include an **ASSE 1013** backflow device in conformance with other sections of these regulations and the plumbing code. Installation of Backflow device shall be inspected by Greene County Public Health.

C. **Hose Bib Meter**-\*Director may authorize the use of a hose bib meter (for single family residential customers only) which can be connected to standard hose bib which will register water used in filling swimming pools, and for new lawns (construction seeding and sodding, or reseeding/re-sodding). Hose bib meters are not to be used in place of irrigation meter and backflow device for supply of inground / permanent irrigation systems. The Director is authorized to permit the sale of water based on the hose bib meter usage without charging for sewer usage per SECTION 7, SCHEDULE OF CHARGES. Cost for sewer charges due to use of a hose bib meter will be credited to the customer on their account on the next billing cycle after the return of the meter. In no case will the credit reduce sewer use below the monthly minimum of 1,000 gallons per month. Customers requesting the use of the hose bib meter shall sign a statement acknowledging rules governing the use prior to receiving the device for their use. Rental season is from the 1<sup>st</sup> Monday of April through the last business day in October. **Meters are on a first come first serve basis.**

D. **Fire Hydrant Meter** - The Director may authorize the use of a fire hydrant meter for the purposes of development of a commercial/residential site where the domestic water has not been installed yet for the purposes of dust elimination and other various daily water uses. The Director is authorized to permit the sale of water based on the fire hydrant meter usage and the number of days that meter is rented per SECTION 7, SCHEDULE OF CHARGES.

E. **Well line Meter** - Meter installed on the well line for the purposes of metering the water that contribute to the sewer flow for the purposes of Billing. Meter installation for new construction must be in a readily accessible location outside the building in a pit after the pressure tank. Meters installed in existing homes must be in a readily accessible location. See Section 4.06 B for billing methods.

### 3.15\*WATER/SEWER BILL ADJUSTMENT POLICY

#### A. For Leaks That Do Not Enter Sewer System

1. Formal written application for a bill adjustment. This application form is available at the Sanitary Engineering Department.
2. Proof of leak and the repair through receipts from a plumber or for parts. (This requirement may be waived if repairs are verifiable). County Customer Service worker(s) sent on location to confirm the location of the leak and verify that the water would not have gone through the sewer system and that the repairs were made and complete.

If an adjustment is deemed appropriate, the sewer portion of the bill will be reduced to the customer's previous 12-month average.

Excess usage is defined as a 200% increase in usage over the customer's average usage.

If an adjustment is deemed appropriate, the water adjustment will be 50% of the difference between the customer's previous 12-month average and the excess usage for the water charges.

#### B. For Leaks That Do Enter Sewer System

The Director may adjust the bill for customers who have a repairable plumbing problem (leak) resulting in excess water usage on the following basis:

1. Formal written application for a bill adjustment. This application form is available at the Sanitary Engineering Department.
2. Proof of leak and the repair through receipts from a plumber or for parts. (This requirement may be waived if repairs are verifiable).
3. County Customer Service worker(s) sent on location to confirm the location of the leak and verify that the repairs were made and complete.

Excess water usage is defined as a 200% increase in usage over the customer's average usage.

If an adjustment is deemed appropriate, the adjustment will be 50% of the difference between the customer's previous 12-month average and the excess usage for both the water and sewer charges.

C. An adjustment will be for a period not to exceed (3) three months prior to the repair. Adjustments are limited to one (1) per customer per location annually unless extenuating circumstances exist and are against a monthly or quarterly billing period as appropriate. It is intended for this policy to apply to customers responding promptly to a "high" bill and that any plumbing problems so identified are repaired immediately. Promptly is defined as within 30 days of notification of high usage by receipt of a high bill or letter of high usage.

D. Payments of Extraordinary Water and/or Sewer Bills-The Director shall have the authority to accept payment of extraordinary water and/or sewer bills in regular payments spread out over a period not to exceed twelve (12) months. Such authority shall not be exercised for customers who have been habitually late in paying their bills and revoked for customers who did not make payments as agreed. For the purposes of this section, an extraordinary water and/or sewer bill is one which includes a charge for a substantial amount of water lost through a leak.

## **CROSS CONNECTION CONTROL**

### **3.301\*GENERAL POLICY**

A. Purpose. The purpose of these Regulations is:

1. To protect the public potable water supply from contamination or pollution by isolating within the consumer's water system contaminants or pollutants which could backflow through the service connection into the public potable water system.
2. To promote the elimination or control of existing cross-connections, actual or potential, between the public or consumer's potable water system and non-potable water systems, plumbing fixtures and sources or systems containing process fluids.
3. To provide for the maintenance of a continuing program of cross-connection control which will systematically and effectively prevent the contamination or pollution of the public and consumer's potable water systems.

B. Application. These Regulations shall apply to all premises served by the public potable water system of the Board of County Commissioners.

C. Policy. The Sanitary Engineer shall be responsible for protection of the public potable water system from contamination due to backflow of contaminants through the water service connection. If, in the judgment of the Sanitary Engineer, a backflow prevention device is necessary for a consumer's premises, the Sanitary Engineer or his authorized representative shall give notice to the consumer to install such approved backflow prevention device at each service connection to his premises. The Sanitary Engineer shall utilize the Backflow Prevention & Cross Connection Control Manual as a guidance document in approving the installation of backflow devices. The consumer shall immediately install such approved device or devices at his own expense, and failure, refusal or inability on the part of the consumer to install such device or devices immediately shall constitute grounds for discontinuing water service to the premises until such device or devices have been installed.

### 3.302\*DEFINITIONS

A. The following definitions shall apply in the interpretation and enforcement of these regulations:

1. "Air gap separation" means the unobstructed vertical distance through the free atmosphere between the lowest opening from any pipe or faucet supply water to a tank, plumbing fixture, or other device and the flood level rim of the receptacle.
2. "Approved" means that a backflow prevention device or method has been accepted by the water purveyor in conformance with Ohio Administrative Code Rule 3745-95-06, and approved by the Greene County Public Health Plumbing Inspection as suitable for the proposed use.
3. "Auxiliary water system" means any water system on or available to the premises other than the public water system and includes the water supplied by the system. These auxiliary waters may include water from another purveyor's public water system; or water from a source such as wells, lakes, or streams, or process fluids; or used water. They may be polluted or contaminated or objectionable or constitute a water source or system over which the water purveyor does not have control.
4. "Backflow" means the flow of water or other liquids, mixtures, or substances into the distributing pipes of a potable water supply from any source other than the intended source of the potable water supply.
5. "Backflow prevention device" means any device, method, or type of construction intended to prevent backflow into a potable water system.
6. "Consumer" means the owner or person in control of any premises supplied by or in any manner connected to a public water system
7. "Consumer's water system" means any water system, located on the consumer's premises, supplied by or in any manner connected to a public water system. A household plumbing system is considered to be a consumer's water system.
8. "Contamination" means an impairment of the quality of the water by sewage of process fluids or waste to a degree which could create an actual hazard to the public health through poisoning or through spread of disease by exposure.
9. "Cross-connection" means any arrangement whereby backflow can occur.
10. "Degree of hazard" is a term derived from an evaluation of the potential risk to health and the adverse effect upon the potable water system.
11. "Director of OEPA" means the director of the Ohio Environmental Protection Agency.
12. "Double check valve assembly" means an assembly composed of two (2) single, independently acting, check valves including tightly closing shutoff valves located at each end of the assembly and suitable connections for testing the water-tightness of each check valve.
13. "Health hazard" means any condition, device, or practice in a water system or its operation that creates, or may create, a danger to the health and well-being of users. The word "severe" as used to qualify "health hazard" means a hazard to the health of the user that could reasonably be expected to result in significant morbidity or death.

14. "Interchangeable connection" means an arrangement or device that will allow alternate but not simultaneous use of two (2) sources of water.
15. "Non-potable water" means water not safe for drinking, personal, or culinary use.
16. "Person" means the state, any political subdivision, public or private corporation, individual, partnership, or other legal entity.
17. "Pollution" means the presence in water of any foreign substance that tends to degrade its quality so as to constitute a hazard to impair the usefulness or quality of the water to a degree which does not create an actual hazard to the public health but which does adversely and unreasonably affect such waters for domestic use.
18. "Potable water" means water which is satisfactory for drinking, culinary, and domestic purposes and meets the requirements of the Department of Health.
19. "Premises" - a parcel of real property, including land and building thereon.
20. "Process fluids" means any fluid or solution which may be chemically, biologically or otherwise contaminated or polluted in a form or concentration such as would constitute a health, pollution, or system hazard if introduced into the public or a potable consumer's water system. This includes, but is not limited to:
  - a) polluted or contaminated waters;
  - b) process waters;
  - c) used waters originating from the public water system which may have deteriorated in sanitary quality;
  - d) cooling waters;
  - e) contaminated natural waters taken from wells, lakes, streams, or irrigation systems;
  - f) chemicals in solution or suspension;
  - g) oils, gases, acids, alkalis, and other liquid and gaseous fluids used in industrial or other processes, or for firefighting purposes.
21. "Public water system" means the Board of Greene County Commissioners owned potable water system subject to Section 6109.01 of the Ohio Revised Code.
22. "Reduced pressure principle backflow prevention device" means a device containing a minimum of two (2) independently acting check valves together with an automatically operated pressure differential relief valve located between the two (2) check valves. During normal flow and at the cessation of normal flow, the pressure between these two (2) checks shall be less than the supply pressure. In case of leakage of either check valve, the differential relief valve, by discharging to the atmosphere, shall operate to maintain the pressure between the check valves at less than the supply pressure. The unit must include tightly closing shutoff valves located at each end of the device, and each device shall be fitted with properly located test cocks.
23. "Sanitary Engineer" means the Greene County Sanitary Engineer appointed by the Board of Greene County Commissioners.
24. "Service connection" means the terminal end of a service line from the public water system. If a meter is installed at the end of the service, then the service connection means the downstream end of the meter.

25. "System hazard" means a condition posing an actual or potential threat of damage to the physical properties of the public water system or a potable consumer's water system.
26. "Pollution hazard" means a condition through which an anesthetically objectionable or degrading material not dangerous to health may enter the public water system or a potable consumer's water system.
27. "Used water" means any water supplied by a water purveyor from a public water system to a consumer's water system after it has passed through the service connection and is no longer under the control of the water purveyor.
28. "Water purveyor" means the Board of Greene County Commissioners or Greene County Sanitary Engineering Department.
29. "Backflow Prevention & Cross Connection Control Manual" references the Manual for Education of Certified Backflow Prevention Technicians, latest edition, published by the Ohio Department of Commerce, Industrial Compliance, Backflow Section.

### **3.303\*WATER SYSTEM**

A. The water system shall be considered as made up of two (2) parts: the public potable water system and the consumer's water system.

B. The public potable water system shall consist of the source facilities and the distribution system, and shall include all those facilities of the potable water system under the control of the Sanitary Engineer up to the point where the consumer's water system begins.

C. The source shall include all components of the facilities utilized in the production, treatment, storage, and delivery of water to the public distribution system.

D. The public distribution system shall include the network of conduits used for delivery of water from the source to the consumer's water system.

E. The consumer's water system shall include those parts of the facilities beyond the service connection which are utilized in conveying water from the public distribution system to points of use.

### **3.304\*CROSS CONNECTIONS PROHIBITED**

A. No water service connection shall be installed or maintained to any premises where actual or potential cross-connections to the public potable or consumer's water system may exist unless such actual or potential cross-connections are abated or controlled to the satisfaction of the Sanitary Engineer.

B. No connection shall be installed or maintained whereby an auxiliary water supply may enter a public potable or consumer's water system unless such auxiliary water supply and the method of connection and use of such supply shall have been approved by the Sanitary Engineer and by the Director of the Environmental Protection Agency as required by Section 6109.13 of the Ohio Revised Code.

### **3.305\*SURVEY AND INVESTIGATIONS**

A. The consumer's premises shall be open at all reasonable times to the Sanitary Engineer or his authorized representative, for the conduction of surveys and investigations of water use practices within the consumer's premises to determine whether there are actual or potential cross-connections to the consumer's water system through which contaminants or pollutants could backflow into the public potable water system.

B. On request by the Sanitary Engineer, or his authorized representative, the consumer shall furnish information on water use practices within his premises.

C. It shall be the responsibility of the water consumer to conduct periodic surveys of water use practices on his premises to determine whether there are actual or potential cross-connections to his water system through which contaminants or pollutants could backflow into his or the public potable water system.

### 3.306\*WHERE PROTECTION IS REQUIRED

A. An approved backflow prevention device shall be installed on each service line to a consumer's water system serving premises, where in the judgment of the Sanitary Engineer or the Director of OEPA, actual or potential hazards to the public potable water system exist.

B. An approved backflow prevention device shall be installed on each service line to a consumer's water system serving premises where the following conditions exist: Premises having an auxiliary water supply, unless such auxiliary supply is accepted as an additional source by the Sanitary Engineer and the source is approved by the Ohio Environmental Protection Agency.

1. Premises on which any substance is handled in such a fashion as to create an actual or potential hazard to the public potable water system. This shall include premises having sources or systems containing process fluids or waters originating from the public potable water system which are no longer under the sanitary control of the Sanitary Engineer.
2. Premises having internal cross-connections that, in the judgment of the Sanitary Engineer, are not correctable or having intricate plumbing arrangements which make it impractical to determine whether or not cross-connections exist.
3. Premises where, because of security requirements or other prohibitions or restrictions, it is impossible or impractical to make a complete cross-connection survey.
4. Premises having a repeated history of cross-connections being established or re-established.
5. Others specified by the Sanitary Engineer or the Director of OEPA.

C. An approved backflow prevention device shall be installed on each service line to a consumer's water system serving, but not necessarily limited to, the following types of facilities unless the Sanitary Engineer or the Director determines that no actual or potential hazard to the public potable water system exists.

1. Hospitals, mortuaries, clinics, nursing homes
2. Laboratories
3. Piers, docks, waterfront facilities
4. Sewage treatment plants, sewage pumping station or storm water pumping station
5. Food or beverage processing plants
6. Chemical plants
7. Metal plating industries
8. Petroleum processing or storage plants
9. Radioactive material processing plants or nuclear reactors
10. Car wash
11. All commercial services.
12. All irrigation services.
13. All deduct meters
14. Others specified by the Sanitary Engineer or the Director of OEPA

15. All of the above commercial accounts shall have a standard ASSE 1013 Backflow Prevention Device.

D. An approved backflow prevention device shall be installed at any point of connection between the public potable or consumer's water system and an auxiliary water supply, unless such auxiliary supply is accepted as an additional source by the Sanitary Engineer and the source is approved by the Ohio Environmental Protection Agency.

### 3.307\*TYPE OF PROTECTION REQUIRED

A. The type of protection required under Sections 3.306.A., 3.306.B. and 3.306.C. of these regulations shall depend on the degree of hazard which exists as follows:

1. An approved air gap separation shall be installed where the public potable water system may be contaminated with substances that could cause a severe health hazard.
2. An approved air gap separation or an approved reduced pressure principle backflow prevention device shall be installed where the public potable water system may be contaminated with a substance that could cause a system or health hazard.
3. An approved air gap separation or an approved reduced pressure principle backflow prevention device or an approved double check valve assembly shall be installed where the public potable water system may be polluted with substances that could cause a pollution hazard not dangerous to health.

B. The type of protection required under Section 3.306.D of these regulations shall be an approved air gap separation or an approved interchangeable connection.

C. Where an auxiliary water supply is used as a secondary source of water for a fire protection system, the provisions of Section 3.307.B for an approved air gap separation or an approved interchangeable connection may not be required providing:

1. At premises where the auxiliary water supply may be contaminated with substances that could cause a system or health hazard, the public or consumer's potable water system shall be protected against backflow by installation of an approved reduced pressure principle backflow prevention device.
2. At all other premises, the public or consumer's potable water system shall be protected against backflow by installation of either an approved reduced pressure principle backflow prevention device or an approved double check valve assembly.
3. The public or consumer's potable water system shall be the primary source of water for the fire protection system.
4. The fire protection system shall be normally filled with water from the public or consumer's potable water system.
5. The water in the fire protection system shall be used for fire protection only with no regular use of water from the fire protection system downstream from the approved backflow prevention device.
6. The water in the fire protection system shall contain no additives.

### 3.308\*BACKFLOW PREVENTION DEVICES

A. Any backflow prevention device required by these rules and regulations shall be of a model or construction approved by the Sanitary Engineer, in conformance with Ohio Administrative Code Rule 3745-95-06, and approved by the Greene County Public Health Plumbing Inspection and shall comply with the following:



1. An air gap separation to be approved shall be at least twice the diameter of the supply pipe, measured vertically above the top rim of the vessel, but in no case less than one inch (1").
2. A double check valve assembly or a reduced pressure principle backflow prevention device shall be approved by the Sanitary Engineer and in conformance with Ohio Administrative Code Rule 3745-95-06. The double check valves, if installed in a pit, shall have brass plugs screwed into all test ports. Test ports shall be installed as shown on Page 22 of this section.
3. An interchangeable connection to be approved shall be either a swing type connector or a four-way valve of the lubricated plug type that operates through a mechanism which unseats the plug, turns it ninety degrees (90°) and reseats the plug. Four-way valves shall not be used as stop valves but must have separate stop valves on each pipe connected to the valve. The telltale port on the four-way valve shall have no piping connected and the threads or flange on this port shall be destroyed so that a connection cannot be made.

B. Existing backflow prevention devices approved by the Sanitary Engineer and in conformance with Ohio Administrative Code Rule 3745-95-06 at the time of installation and properly maintained shall, except for inspection and maintenance requirements, be excluded from the requirement of Section 3.308.A. of this regulation providing the Sanitary Engineer is assured that they will satisfactorily protect the public potable water system. Whenever the existing device is moved from the present location or requires more than minimum maintenance or when the Sanitary Engineer finds that the maintenance of the device constitutes a hazard to health, the device shall be replaced by a backflow prevention device meeting the requirements of these regulations.

### 3.309\*INSTALLATION

A. Backflow prevention devices required by these Regulations shall be installed at a location and in a manner approved by the Sanitary Engineer and shall be installed by and at the expense of the water consumer. In addition, any backflow prevention device required by Sections 3.306.B. and 3.306.C. of these regulations shall be installed at a location and in a manner approved by the Ohio Environmental Protection Agency as required by Section 6109.13 of the Ohio Revised Code. In addition to being in conformance with Ohio Administrative Code Rule 3745-95-06, these devices shall be tested by a person certified by the state of Ohio to do so. A copy of the test result shall be provided by the customer to the Sanitary Engineer prior to start of use. Each backflow prevention device must have an A.S.S.E. number stamped on a thin metal plate attached to the device.

B. Backflow prevention devices installed on the service line to a consumer's water system shall be located on the consumer's side of the water meter, as close to the meter as is reasonably practical, and prior to any other connections.

C. Pits or vaults shall be of water-tight construction, be so located and constructed as to prevent flooding and shall be maintained free from standing water by means of either a sump pump or a suitable drain. Such sump pump or drain shall not connect to a sanitary sewer nor permit flooding of the pit or vault by reverse flow from its point of discharge. An access ladder and adequate natural or artificial lighting shall be provided to permit maintenance, inspection, and testing of the backflow prevention device. Installation of Reduced Pressure Principle Backflow Preventer (ASSE 1013) or Reduced Pressure Principle Backflow Preventer Detector Check Assembly (ASSE 1047) devices in a pit **is prohibited**.

### 3.310\*INSPECTION AND MAINTENANCE

A. It shall be the duty of the consumer at any premises on which backflow prevention devices required by these regulations are installed have inspection, tests and overhaul made in accordance with the following schedule or more often where inspections indicate a need.

1. Air separation shall be inspected at time of installation and at least every twelve (12) months thereafter.
2. Double check valve assemblies shall be inspected and tested for tightness at time of installation and at least every six (6) months thereafter.
  - a. They shall be dismantled, inspected internally, cleaned and replaced whenever needed and at least every three (3) years.
3. Reduced pressure principle backflow prevention devices shall be inspected and tested for tightness at time of installation and at least every twelve (12) months thereafter.
  - a. They shall be dismantled, inspected internally, cleaned and repaired whenever needed and at least every five (5) years.
4. Interchangeable connections shall be inspected at time of installation and at least every twelve (12) months thereafter.

B. Inspections, tests, and overhaul of backflow prevention devices shall be made at the expense of the water customer and shall be performed by a person certified by the state of Ohio to do so. A copy of any inspection or test report shall be provided by the customer to the Sanitary Engineer within ten (10) working days of such inspection or test.

C. Whenever backflow prevention devices required by these regulations are found to be defective, they shall be repaired, or replaced at the expense of the consumer without delay.

D. The water consumer must maintain a complete record of each backflow prevention device from purchase to retirement. This shall include a comprehensive listing that includes a record of all tests, inspections and repairs. Records of inspections, tests, repairs and overhaul shall be submitted to the Sanitary Engineer.

E. Backflow prevention devices shall not be bypassed, made inoperative, removed or otherwise made ineffective without specific authorization by the Sanitary Engineer.

### **3.311\*BOOSTER PUMPS**

A. Where a booster pump has been installed on the service line to or within any premises, such pump shall be equipped with a low pressure cut-off device designed to shut-off the booster pump when the pressure in the service line on the suction side of the pump drops to ten pounds (10 lbs.) per square inch gauge or less.

B. It shall be the duty of the water consumer to maintain the low pressure cut-off device in proper working order and to certify to the Sanitary Engineer, at least once a year that the device is operable.

### **3.312\*VIOLATIONS**

A. The Sanitary Engineer shall deny or discontinue, after reasonable notice to the occupants thereof, the water service to any premises wherein any backflow prevention device required by these regulations is not installed, tested and maintained in a manner acceptable to the Sanitary Engineer, or if it is found that the backflow prevention device has been removed or by-passed, or if an unprotected cross-connection exists on the premises, or if a low pressure cut-off required by these regulations is not installed and maintained in working order.

B. Water service to such premises shall not be restored until the consumer has corrected or eliminated such conditions or defects in conformance with these regulations and to the satisfaction of the Sanitary Engineer.

C. The consumer shall be liable for all damages created by a violation of these regulations and specifications.

## OHIO E.P.A.

### BACKFLOW PREVENTION PROGRAM

The Ohio EPA does not maintain a list of approved Backflow Prevention Devices. Approved Backflow Prevention Devices are not approved by rule in accordance with the Ohio Administrative Code Rule 3745-95-06 (A) which refers to the appropriate third party approval standards; see 3745-95-06-Backflow Prevention (Adobe PDF).

## SECTION 4

### 4. SANITARY SEWER SYSTEM

#### 4.01\*WASTE TO BE DISCHARGED IN SANITARY SEWER

All water-borne waste from toilets, lavatories, bathtubs, showers, laundry tubs, washing machines, refrigeration drips, soda fountains, drinking fountains, sinks, basement and garage floor drains (with the use of grease traps) shall be discharged into the sanitary sewer system. Any other waste will be permitted only upon written authorization from the Greene County Sanitary Engineering Department.

No person shall discharge or cause to be discharged, any storm water, surface water, ground water, roof runoff, subsurface drainage (i.e., subsoil drains either under basement floors or around the foundation), uncontaminated water or unpolluted industrial process waters to any sanitary sewer. Storm water and all other unpolluted drainage shall be discharged to such sewers as are specifically designated storm sewers or a natural watercourse.

#### 4.02\*GENERAL DISCHARGE PROHIBITIONS

No person shall discharge, or cause to be discharged; the following substances, materials, waters or wastes to the sanitary sewer if such wastes can harm the sewers, sewage treatment process or equipment, have an adverse effect on the receiving stream or can otherwise endanger life, health, public property or constitute a nuisance:

A. Pollutants which create a fire or explosion hazard in the POTW, including, but not limited to, waste streams with a closed cup flashpoint of less than one hundred forty degrees Fahrenheit (140°F) or sixty degrees Centigrade (60°C) using the test method specified in 40 CFR 261.21.

B. Solid or viscous substances which will or may cause obstruction to the flow in a sewer or other interference with the operation of the wastewater system.

C. Any wastewater having a pH less than 6.0 or higher than 10 or having any other corrosive property capable of causing damage or hazard to structures, equipment, or personnel of the system.

D. Any wastewater containing toxic pollutants in sufficient quantity, either singly or by interaction to injure or interfere with any wastewater treatment process, constitute a hazard to humans or animals, or that exceed the limitation set forth in the Categorical Pretreatment Standards. A toxic pollutant shall include but not be limited to any pollutant identified in the Toxic Pollutant List set forth in Appendix A hereto.

E. Any noxious or malodorous liquids, gases, or solids which either singly or by interaction are capable of creating a public nuisance or hazard to life or are sufficient to prevent entry into the sewers for their maintenance and repair.

F. Any substance which may cause the POTW's effluent or treatment residues, sludge's, or scums, to be unsuitable for reclamation and reuse or to interfere with the reclamation process.

G. Any substance which will cause the POTW to violate its NPDES and/or other Disposal System Permits.

H. Any substance with objectionable color not removed in the treatment process, such as, but not limited to, dye wastes and vegetable tanning solutions.

I. Any wastewater having a temperature which will inhibit biological activity in the POTW treatment plant resulting in interference; but in no case, wastewater with a temperature at the introduction into the POTW which exceeds forty degrees Centigrade (40°C) (one hundred four degrees Fahrenheit [104°F]).

J. Any slug load.

K. Any unpolluted water including, but not limited to, non-contact cooling water unless allowed as part of a permit issued by the Board.

L. Any wastewater containing any radioactive wastes or isotopes of such half-life or concentration as exceed limits established by the Board in compliance with applicable state or federal regulations.

M. Pollutants which result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause acute worker health and safety problems.

N. Discharges of petroleum oil, non-biodegradable cutting oil or products of mineral oil origin are prohibited if discharged in amounts that can pass through or cause interference.

O. Hauled septic or industrial wastes except at locations and at times as designated by the Board. Any removal of manhole lids or other access to the sewer system for the purpose of discharged wastes at times and/or locations other than those designated by the Board or without the expressed permission of the Board, shall be considered a violation and shall be subject to enforcement action including fines and penalties allowed under this Section.

#### 4.03\*JUDGMENT OF WASTE QUALITY

If any waters or wastes are discharged, or are proposed to be discharged, to the sanitary sewers, which waters or wastes containing the substances or possess the characteristics enumerated previously and which may have a deleterious effect upon the sewerage works, processes, equipment or receiving waters or which otherwise create a hazard to life or constitute a public nuisance, the County may:

A. Reject the wastes or,

B. Require pretreatment to an acceptable condition for discharge to the sanitary sewers and/or require payment to cover the added cost of handling and treating these wastes. The design and installation of pretreatment facilities shall be subject to the review and approval of the Sanitary Engineering Department and subject to the requirements of all applicable codes, Regulations and laws.

C. No Discharger shall discharge wastewater containing concentrations of the following enumerated materials, exceeding the following values:

<u>Material</u>	<u>Monthly Average</u>	<u>Daily Maximum Limit</u>
CBOD	1,000 mg/l	1,000 mg/l
TSS	1,000 mg/l	1,000 mg/l
Oil & Grease	200 mg/l	200 mg/l
Floatable Oil & Grease	None Permitted	
pH	<u>Minimum</u> 6.0	<u>Maximum</u> 10.0

CBOD and/or TSS above 300 mg/l falls under an industrial user charge as follows:

300-500 mg/l BOD and/or SS.....\$ 15.46/1,000 gallons\*

Above 500 mg/l BOD and/or SS.....\$ 30.93/1,000 gallons\*

\*Requires installation of wastewater flow meter at user expense.

No Discharger shall discharge wastewater in excess of the following Local Industrial Wastewater Discharge Limitations. These limits are technically based to prevent pass-through water quality violations, contamination of sludge, and the inhibition of biological wastewater treatment processes.

#### **4.04\*SPECIAL APPURTENANCES**

When required by the County, the owner of any property serviced by a building sewer carrying other than residential wastes shall install a suitable control manhole, together with such necessary meters and other appurtenances in the building sewer to facilitate observation, sampling and measurement of the wastes. Such manhole, when required, shall be readily accessible and safely located and shall be constructed in accordance with plans approved by the County. The manhole 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.

Grease traps of a design approved by the Sanitary Engineer shall be installed by the property owner for every sewer connection into which food waste is discharged from any business, commercial, or institutional food service, preparation, or disposal operation. Grease traps shall be cleaned every three (3) months or as directed by the Director. Proof of cleaning shall be certified to the Director on forms provided with the bill for sewer service. Failure to install or clean grease traps and provide proper certification of such cleaning will result in suspension of sewer service until compliance is achieved. *(Certification form can be found on Greene County Sanitary Engineering website)*

#### **4.05\*TESTING**

A. All measurements, tests or analyses of the characteristics of waters and wastes, to which reference is made in this Regulation, shall be determined in accordance with the techniques prescribed in 40 CFR Part 136 and amendments thereto, unless otherwise specified in an applicable Categorical Pretreatment Standard. If 40 CFR Part 136 does not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines that the Part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analyses shall be performed accordance with the latest edition of "Standard Methods for the Examination of Water and Waste Water" published by the American Public Health Association.

Samples shall be taken at monitoring facilities as specified in Section 4.354 of this Regulation. Sampling shall be carried out by customarily accepted methods to reflect the effect of constituents upon the sewerage works and to determine the existence of hazards to life, health and property. The particular application involved will determine whether a twenty-four (24) hour composite or whether a grab sample should be taken.

B. It is not the intent of any statement contained herein to prevent any special arrangement and/or agreement between the County and any user of the sanitary sewer system that discharges a waste of unusual strength or character, subject to special payment to the County by this user for the treatment of this waste.

#### **4.06\*BILLING METHODS AND PROCEDURES**

A. Sanitary sewer service charges will be billed for any lot, parcel of land, building, enterprise, residence or premises discharging sanitary sewage, industrial wastes or other liquids, either directly or indirectly, into the County sanitary sewerage system. The sanitary sewer service charge is a continuous charge for all improved properties served by a connection whether occupied or vacant. The owner of the property or properties is responsible for payment of all service charges whether incurred under his ownership or previously. Statements may be mailed to another designated person, such as a tenant or agent; however, the owner is ultimately responsible for payment. The County reserves the right to deny service to any property owner/tenant that has unpaid balances on other County water and/or sewer accounts.

B. Sanitary sewer service charges will be based on water usage that contributes to sewage flow, as measured by water meters installed as approved by the Director. All sources of water, public or private, contributing to sewage flow shall be metered at the property owner's expense. A connection charge--based on meter size--will be imposed for each meter. In event that meter becomes unreadable and customer does not cooperate in providing access for repairs they will be taken off metered usage. Sewer service charges will then be calculated based on the residential flat rate.

C. Water meters used for sewer service billing shall normally be read monthly. The bill shall include the monthly minimum charge plus the wholesale charges for sewer used over the monthly minimum. In the limited areas that meters are read on a quarterly basis the bills for the two (2) months preceding reading of water meter shall be rendered on the basis of the "monthly minimum" charge. The bill for the month following reading of the water meter shall include the "monthly minimum" charge plus the "wholesale charges" for sewer used over the monthly minimum during the three-month period. In determining "wholesale charges," it shall be assumed that one-third of the usage over the monthly minimum occurred each of the three (3) months.

D. Bills are payable on or before the "due date" printed on the bill. Partial payments are acceptable, but any amount less prior late payment penalties not paid by the due date shall be subject to a "late payment penalty" of seven and one-half percent (7.5%) per month. Unpaid charges constitute a lien upon the property. Unpaid charges for the periods of 1 September to 1 February and 1 March to 1 August, or for periods as assigned by the Greene County Auditor, shall be certified the following month to the Treasurer for collection. A charge shall be added for such certification.

E. It may become necessary from time to time to estimate water usage. If so, the bill will be marked "estimate." The customer will have ten (10) working days from issuance to contest an estimated bill.

F. Should the Sanitary Engineering Department be unable to render monthly statements or due to operational adjustments delay the mailing, the statement may be rendered for a shorter or longer period but at the same monthly rate.

G. A customer may request permanent sanitary service line abandonment. The sanitary lateral shall be disconnected and plugged at the sanitary sewer main as required by the County. The customer shall be responsible for the entire cost thereof.

#### 4.07\*TAMPERING WITH THE SYSTEM

A. No person, firm, group or corporation, either owner or agent, shall attempt to make any type of connection to the sanitary sewer system without first having obtained a permit from the Sanitary Engineering Department.

B. No act shall be committed that would tend to hamper or restrict in any way the normal function of the sanitary sewage system.

C. No physical connection is permitted between a potable water supply and the sanitary sewer system.

#### 4.08\*DISPOSAL OF SEPTIC TANK AND HOLDING TANK WASTES

A. No person, firm or corporation, either owner or agent, shall discharge septic tank or holding tank wastes into any manhole or other appurtenance of any sewer which discharges either directly or indirectly into the sanitary sewerage facilities of the County.

B. Septic tank and holding tank wastes originating within the County may be discharged into the sanitary sewerage system only at those locations designated by the Sanitary Engineering Department. Septic tank and holding tank wastes originating outside the County are prohibited from being discharged into sewerage facilities within the County or into sewerage facilities draining into the County.

C. A permit shall be obtained from the Greene County Health Department for each tank vehicle and shall be displayed at all times on the vehicle. Permits must be renewed annually on or before the first regular business day of each year. The capacity in gallons of each vehicle shall be clearly marked on the tank and each vehicle. Charges for discharge will be upon vehicle capacity regardless of quantity or contents.

D. Any person, firm or corporation, either owner or agent, discharging septic tank wastes into the sanitary sewerage facilities of the County shall pay the Sanitary Engineering Department at a rate as defined in Section 7 of the County's Rules and Regulations. The procedure for payment shall be as established by the Sanitary Engineering Department. When discharging to a Greene County Sanitary Engineering Department facility, the operator of all tank trucks must complete a Waste Certificate of Origin as provided by the County. Falsification or misrepresentation of information submitted subjects the waste hauler to penalties noted in Paragraph "E" of this section. The Greene County Sanitary Engineering Department reserves the right to reject or refuse to accept any load. *(Septic Tank Waste Certificate of Origin form can be found on Greene County Sanitary Engineering website)*

E. Any person, firm or corporation, either owner or agent, violating the provisions of this regulation shall be liable for any expense, loss or damage occasioned by reason of such violation. Such violation will be reported to the Ohio Environmental Protection Agency, the Board of Health, and other agencies as appropriate for enforcement action.

F. Any person, firm or corporation discharging wastes from the holding tanks of recreational vehicles into the sanitary sewerage facilities of the County shall pay the Sanitary Engineering Department at a rate as defined in Section 7 of the County's Rules and Regulations. The procedure for payment shall be established by the Sanitary Engineering Department. The fee shall be waived for Greene County sanitary sewer customers (proof of which will be a recent sanitary sewer bill). When discharging to a Greene County Sanitary Engineering Department facility, the owner/driver must complete a Certification of Waste form certifying that the contents contain domestic waste and does not contain prohibited wastes. *(Waste Certificate of Origin form can be found on Greene County Sanitary Engineering website)*

G. Any person, firm or corporation seeking to discharge waste into the Greene County sanitary system on a temporary basis shall obtain a Temporary Discharge Permit from the County. The discharge shall be in accordance with requirements of this Regulation and the Temporary Discharge Permit. Wastewater Discharge Fees and Surcharges may apply to the temporary discharge. *(Temporary Discharge Permit Application can be found on Greene County Sanitary Engineering website)*

Falsification or misrepresentation of information submitted subjects the waste hauler to penalties noted in Paragraph "E" of this section. The Greene County Sanitary Engineering Department reserves the right to reject or refuse to accept any load.

#### **4.09\*REPAIRS AND MAINTENANCE**

A. The County shall make a charge for any service requiring a special trip to the property provided the sanitary sewer is in good working order.

B. Sanitary Sewer Laterals:

1. Sanitary Sewer laterals on private properties are owned by the property owner who is responsible for the repair and maintenance of the lateral. Proper permits must be obtained from the plumbing department of the appropriate jurisdiction before repair or replacement.
2. Sanitary sewer laterals within the public right-of-way or within a sanitary sewer easement are owned by the Sanitary Engineering Department. Property owners are responsible for routine cleaning of the lateral to the main. Any property owner claiming to need a repair of the sewer lateral within the



public right-of-way and/or easement that connects their building to the public sewer must notify the Sanitary Engineering Department.

C. If the Sanitary Engineering Department determines that a repair to the sewer lateral within these areas is necessary; the Sanitary Engineering Department will make repairs as it determines are appropriate. During the repair, if it is discovered that the repair is necessary due to damage caused by the property owner (or by a contractor retained by the property owner), the property owner shall be responsible for reimbursing the Sanitary Engineering Department all costs associated with the repair of the lateral.

D. The Sanitary Engineering Department will not initiate repairs to a sewer lateral within these areas that it determines are not necessary. If the property owner is in disagreement with the Sanitary Engineering Department, the property owner may elect to excavate the lateral to expose it for inspection. If it is discovered that the lateral is damaged and is in need of repair, the Sanitary Engineering Department will reimburse the property owner all associated costs provided the damage isn't due to the owner as outlined in subsection (C.) above. Prior to initiating the excavation, the property owner (or contractor) shall obtain a permit from the appropriate entities and any other permits and notifications as required by law. All work shall be done in the presence of the Sanitary Engineering Department. **The owner (or contractor) is responsible for providing advance notice a minimum of one workday prior to commencing work.**

## **INDUSTRIAL PRETREATMENT PROGRAM**

### **4.310\*GENERAL PROVISIONS**

#### **4.311\* PURPOSE AND POLICY**

A. This Regulation sets forth uniform requirements for all Dischargers into the Greene County wastewater collection and treatment systems, and enables the Board of Greene County Commissioners to protect public health in conformity with all applicable local, state and federal laws relating thereto. The objectives of the Regulation are:

1. To prevent the introduction of pollutants into the Greene County wastewater system which will interfere with the normal operation of the system or contaminate the resulting municipal sludge.
2. To prevent the introduction of pollutants into the Greene County wastewater system which do not receive adequate treatment in the POTW, and which will pass through the system into receiving waters or the atmosphere or otherwise be incompatible with the system.
3. To improve the opportunity to recycle and reclaim wastewater and sludge from the system.

B. This Regulation provides for the control of discharges into the Greene County wastewater system through the enforcement of administrative regulations. This Regulation does not provide for the recovery of operations, maintenance or replacement costs of the POTW or the costs associated with the construction of collection and treatment systems used by Industrial Dischargers, in proportion to their use of the POTW, which are the subject of separate enactment's.

### **4.320\*DEFINITIONS**

1. Act  
The Federal Water Pollution Control Act (33 U.S.C. 1251, et. seq.) as amended.
2. Authorized or Duly Authorized Representative of the User
  - A. If the User is a corporation:
    1. The president, secretary, treasurer, or a vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or
    2. The manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions that govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiate and direct other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for individual wastewater discharge requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
  - B. If the User is a partnership or sole proprietorship: a general partner or proprietor, respectively.
  - C. If the User is a Federal, State, or local governmental facility: a director or highest official appointed or designated to oversee the operation and performance of the activities of the government facility, or their designee.
  - D. The individuals described in paragraphs A through C, above, may designate a Duly Authorized Representative if the authorization is in writing. The authorization specifies the individual or position responsible for the overall operation of the facility from which the discharge originates or having overall responsibility for environmental matters for the company, and the written

authorization is submitted to the County.

3. Best Management Practices or BMPs  
Schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to implement the prohibitions listed in Section 4.02. BMPs include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw materials storage. BMPs also include alternative means (i.e., management plans) of complying with, or in place of certain established Categorical Pretreatment Standards and effluent limits.
4. Board  
The Board of Greene County Commissioners or its Administrative agency, The Green County Sanitary Engineering Department.
5. Categorical Pretreatment Standard or Categorical Standard  
Any regulation containing pollutant discharge limits promulgated by EPA in accordance with sections 307(b) and (c) of the Act (33 U.S.C. section 1317) that apply to a specific category of Users and that appear in 40 CFR Chapter I, Subchapter N, Parts 405-471.
6. Enforcement Response Plan (ERP)  
The document that outlines the procedures to identify, document and respond to noncompliance with Pretreatment Regulations.
7. Industrial Discharger/Nondomestic Source  
Any non-residential user who discharges an effluent into a POTW by means of pipes, conduits, pumping stations, force mains, constructed drainage ditches, surface water intercepting ditches, intercepting ditches, and all constructed and appliances appurtenant thereto.
8. Industrial Discharge or Discharge  
The introduction of pollutants into the POTW from any nondomestic source regulated under section 307 (b), (c), or (d) of the Act.
9. Industrial User (or equivalent)  
A source of industrial discharge.
10. Industrial Waste  
Solid, liquid or gaseous waste resulting from any industrial, manufacturing, trade, or business process or from the development, recovery or processing of natural resources.
11. Interference  
A discharge which, alone or in conjunction with a discharge or discharges from other sources, both:  
A. Inhibits or disrupts the POTW, its treatment processes or operations, or its sludge processes, use or disposal; and  
B. 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 (SWDA) (including Title II, more commonly referred to as the Resource Conservation and Recovery Act [RCRA], 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.
12. New Source
  - A. Any building, structure, facility or installation from which there is or may be a discharge of pollutants, the construction of which commenced after the publication of proposed Pretreatment Standards under section 307(c) of the Act which will be applicable to such source if such Standards are thereafter promulgated in accordance with that section, provided that:
    1. The building, structure, facility or installation is constructed at a site at which no other source is located; or
    2. The building, structure, facility or installation totally replaces the process or production equipment that causes the discharge of pollutants at an existing source; or

3. The production of wastewater generating processes of the building, structure, facility or installation is substantially independent of an existing source at the same site. In determining whether these are substantially independent, factors such as the extent to which the new facility is integrated with the existing plant, and the extent to which the new facility is engaged in the same general type of activity as the existing source should be considered.
- B. Construction on a site at which an Existing Source is located results in a new building, structure, facility, or installation meeting the criteria of Section A (1) or (3) above but otherwise alters, replaces, or adds to existing process or production equipment.
- C. Construction of a New Source as defined under this paragraph has commenced if the owner or operator has:
  1. Begun, or caused to begin, as part of a continuous onsite construction program any placement, assembly, or installation of facilities or equipment; or
  2. Significant site preparation work including clearing, excavation, or removal of existing buildings, structures, or facilities which is necessary for the placement, assembly, or installation of new source facilities or equipment;
  3. Entered into a binding contractual obligation for the purchase of facilities or equipment which are intended to be used in its operation within a reasonable time. Options to purchase or contracts which can be terminated or modified without substantial loss, and contracts for feasibility, engineering, and design studies do not constitute a contractual obligation under this paragraph.
13. NPDES  
National Pollutant Discharge Elimination System permit program as administered by the USEPA or Ohio EPA.
14. O and M  
Operation and Maintenance.
15. Other Wastes  
Decayed wood, sawdust, shavings, bark, lime, refuse, ashes, garbage, offal, oil, tar, chemicals and all other substances except sewage and industrial wastes.
16. Pass Through  
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).
17. POTW – Publicly Owned Treatment Works  
A treatment works as defined by section 212 of the Act, which is owned by a State or municipality; any devices and systems used in the storage, treatment, recycling and reclamation of municipal sewage or industrial waste of a liquid nature; sewers, pipes and other conveyances only if they convey wastewater to a POTW Treatment Plant; the municipality as defined in section 502(4) of the Act, which has jurisdiction over the Indirect Discharge to and the discharges from such a treatment works.
18. Pollutant  
Any substance discharged into a POTW or its collection system, listed in Appendices A hereto, or any substance which upon exposure to or assimilation into any organism will cause adverse effects such as cancer, genetic mutations or physiological manifestations as defined in standards issued pursuant to Section 307 (a) of the Act.
19. Pretreatment  
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 POTW.
20. Pretreatment Requirement  
Any substantive or procedural requirement related to pretreatment imposed on a User, other than a Pretreatment Standard.

21. Pretreatment Standards or Standards

Pretreatment Standards shall mean General Discharge Prohibitions, Categorical Pretreatment Standards, Local Industrial Wastewater Limitations and any other applicable local, state or national standards.

22. Sewage

Water-carried human wastes or a combination of water-carried wastes from residence, business buildings, institutions and industrial establishments, together with such ground, surface, storm or other waters as may be present.

23. Sewer

Any pipe, conduit, ditch or other device used to collect and transport sewage or storm water from the generating source.

24. Shall

Is mandatory

25. Significant Industrial User (SIU)

A. Except as provided in part (B) of this section, the term Significant Industrial User includes:

1. All industrial users subject to Categorical Pretreatment Standards; and
2. Any other industrial user that: discharges an average of 25,000 gallons per day or more of process wastewater to the POTW; contributes a process waste stream which makes up five percent (5%) or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant; or has a reasonable potential, in the opinion of the Board, to adversely affect the POTW's operation or for violating any pretreatment standard or requirement.
3. The Board may determine that an Industrial User subject to categorical Pretreatment Standards is a Non-Significant Categorical Industrial User rather than a Significant Industrial User on a finding that the Industrial User never discharges more than 100 gpd of total categorical wastewater (excluding sanitary, non-contact cooling and boiler blowdown wastewater, unless specifically included in the Pretreatment Standard) and the following conditions are met:
  - i. The Industrial User, prior to the County's finding, has consistently complied with all applicable categorical Pretreatment Standards and Requirements.
  - ii. The Industrial User annually submits the certification statement required in Section 4.353.2 (E), together with any additional information necessary to support the certification statement: and
  - iii. The Industrial User never discharges any untreated concentrated wastewater.

B. The Board may at any time, on its own initiative or in response to a petition received from an industrial user, determine that a noncategorical industrial user is not a Significant Industrial User if the industrial user has no reasonable potential to adversely affect the POTW's operation or for violating any pretreatment standard or requirement.

26. Significant Noncompliance

All Significant Industrial Users or any other Industrial User that violates paragraphs (C), (D) or (H) of this Section and shall mean:

- A. Chronic violations of wastewater discharge limits, defined here as those in which sixty-six percent (66%) or more of all the measurements taken for the same pollutant parameter taken during a six- (6-) month period exceed (by any magnitude) a numeric Pretreatment Standard or Requirement, including Instantaneous Limits.
- B. Technical Review Criteria (TRC) violations, defined here as those in which thirty-three percent (33%) or more of wastewater measurements taken for each pollutant parameter during a six- (6-) month period equals or exceeds the product of the numeric Pretreatment Standard or Local Industrial Wastewater Limit multiplied by the applicable criteria (1.4 for BOD, TSS, fats, oils and grease, and 1.2 for all other pollutants except pH).
- C. Any other violation of a Pretreatment Standard or Requirement that the County determines has caused, alone or in combination with other discharges, Interference or Pass Through, including endangering the health of POTW personnel or the general public.

- D. Any discharge of a pollutant that has caused imminent endangerment to the public or to the environment, or has resulted in the County's exercise of its emergency authority to halt or prevent such a discharge.
  - E. Failure to meet, within ninety (90) days of the scheduled date, a compliance schedule milestone contained in an individual wastewater discharge permit or enforcement order for starting construction, completing construction, or attaining final compliance.
  - F. Failure to provide within forty-five (45) days after the due date, any required reports, including baseline monitoring reports, reports on compliance with Categorical Pretreatment Standard deadlines, periodic self-monitoring reports, and reports on compliance with compliance schedules.
  - G. Failure to accurately report noncompliance; or
  - H. Any other violation(s), which may include a violation of Best Management Practices, which the County determines will adversely affect the operation or implementation of the local pretreatment program.
27. Slug Load or Slug Discharge  
Any discharge at a flow rate or concentration, which could cause a violation of the prohibited discharge standards in Section 4.03 of the Regulation. A Slug Discharge is any Discharge of a non-routine, episodic nature, including but not limited to an accidental spill or a non-customary batch discharge, which has a reasonable potential to cause Interference or Pass Through, or in any other way violate the POTW's regulations, Local Limits or Permit conditions.
28. Toxic Pollutants  
Those substances listed in Appendix A herein.
29. Upset  
An exceptional incident in which a Discharger unintentionally and temporarily is in a state of noncompliance with the standards set forth in Appendix A hereto due to factors beyond the reasonable control of the Discharger, and excluding noncompliance to the extent caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventive maintenance, or careless or improper operation thereof.
30. Wastewater  
Industrial waste, or sewage or any other waste including that which may be combined with any ground water, surface water or storm water, that may be discharged to the POTW.

#### 4.325\*DISCHARGE PERMITS

The County will issue permits for industrial wastewater discharge into the Greene County wastewater system. New industrial users shall apply for a permit at least ninety (90) days prior to connecting to the wastewater system.

A User with an expiring individual wastewater discharge permit shall apply for individual wastewater discharge permit reissuance by submitting a complete permit application, in accordance with Section 4.352.2 of this Regulation, a minimum of ninety (90) days prior to the expiration of the User's existing individual wastewater discharge permit.

The County will issue a permit to the industrial user within thirty (30) days after full evaluation and acceptance of the application and discharger disclosure information.

The permit will specify as a minimum wastewater discharge limits, including the use of Best Management Practices, requirements for sampling and inspection facilities, compliance schedules, reporting requirements, and control of slug discharges if determined to be necessary by the County.

An individual wastewater discharge permit shall be issued for a specified time period, not to exceed five (5) years from the effective date of the permit. An individual wastewater discharge permit may be issued for a period less than five (5) years, at the discretion of the Director. Each individual wastewater discharge permit

will indicate a specific date upon which it will expire. (*Industrial Pretreatment Permit template can be found on Greene County Sanitary Engineering website*)

The permit may be amended at any time by the Board in order to comply with applicable laws and regulations, including categorical standards.

Permits are not transferable.

#### 4.330\*REGULATIONS

##### 4.331\*GENERAL DISCHARGE PROHIBITIONS

No Discharger shall contribute or cause to be discharged, directly or indirectly, any of the substances defined in Section 4.02 of this Regulation into the wastewater disposal system or otherwise to the facilities of the Board.

##### 4.332\*LIMITATIONS ON WASTEWATER STRENGTH

###### 4.332.1\*NATIONAL CATEGORICAL PRETREATMENT STANDARDS

Users must comply with the Categorical Pretreatment Standards defined in Section 4.320 of this Regulation and found at 40 CFR Chapter I, Subchapter N, Parts 405–471.

- A. Where a Categorical Pretreatment Standard is expressed only in terms of either the mass or the concentration of a pollutant in wastewater, the County may impose equivalent concentration or mass limits in accordance with Section 4.332.1B and 4.332.1C.
- B. When the limits in a categorical Pretreatment Standard are expressed only in terms of mass of pollutant per unit of production, the [Superintendent] may convert the limits to equivalent limitations expressed either as mass of pollutant discharged per day or effluent concentration for purposes of calculating effluent limitations applicable to individual Industrial Users.
- C. When wastewater subject to a categorical Pretreatment Standard is mixed with wastewater not regulated by the same Standard, the County shall impose an alternate limit in accordance with 40 CFR 403.6(e).

###### 4.332.2\*LOCAL INDUSTRIAL LIMITS

No discharger shall discharge or cause to be discharged into the sewage system any of the following pollutants in concentrations above those included in the following table.

<b>Pollutant</b>	<b>Maximum Daily Discharge Limit</b>
Arsenic	1.0 mg/l
Cadmium	1.0 mg/l
Chromium (Total)	None
Copper	1.0 mg/l
Cyanide (Free)	3.6 mg/l
Lead	3.0 mg/l
Mercury	0.03 mg/l
Nickel	6.0 mg/l
Selenium	1.0 mg/l
Silver	1.3 mg/l
Zinc	1.0 mg/l

#### **4.332.3\*RIGHT OF REVISION**

The Board reserves the right to amend this Regulation to provide for more stringent limitations or requirements on discharges to the POTW where deemed necessary to comply with the objectives set forth in Section 4.311 of this Regulation.

#### **4.332.4\*DILUTION**

No User shall ever increase the use of process water, or in any way attempt to dilute a discharge, as a partial or complete substitute for adequate treatment to achieve compliance with a discharge limitation unless expressly authorized by an applicable Pretreatment Standard or Requirement. The County may impose mass limitations on Users who are using dilution to meet applicable Pretreatment Standards or Requirements, or in other cases when the imposition of mass limitations is appropriate.

#### **4.332.5\*SIGNIFICANT NON-COMPLIANCE**

At least annually, the Board shall publish a list of all industrial users which at any time during the previous twelve (12) months were in significant noncompliance with applicable pretreatment requirements. For the purposes of this provision, an industrial user is in significant noncompliance if its violations meet one or more of the criteria defined in Section 4.320 (26) of this Regulation.

#### **4.332.6\*CHANGES, CHARACTERISTICS OR VOLUME OF WASTES**

All dischargers shall promptly notify the Board in advance of any substantial changes in the volume or character of pollutants in their discharge, including the listed or characteristic hazardous wastes for which the discharger has submitted initial notification under 40 CFR 403.12(p).

#### **4.333\*ACCIDENTAL DISCHARGES**

##### **A. Reports of Changed Conditions**

Each User must notify the Director of any significant changes to the User's operations or system which might alter the nature, quality, or volume of its wastewater at least thirty (30) days before the change.

The Director may require the User to submit such information as may be deemed necessary to evaluate the changed condition, including the submission of a wastewater discharge permit application under Section 4.352.2 of this Regulation.

The Director may issue an individual wastewater discharge permit or modify an existing wastewater discharge permit under Section 4.325 of this Regulation in response to changed conditions or anticipated changed conditions.

##### **B. Reports of Potential Problems**

1. In the case of any discharge, including, but not limited to, accidental discharges, discharges of a nonroutine, episodic nature, a noncustomary batch discharge, a Slug Discharge or Slug Load, that might cause potential problems for the POTW, the User shall immediately telephone and notify the Director of the incident. This notification shall include the location of the discharge, type of waste, concentration and volume, if known, and corrective actions taken by the User.
2. Within five (5) days following such discharge, the User shall, unless waived by the Director, submit a detailed written report describing the cause(s) 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 might be incurred as a result of damage to the POTW, natural resources, or any other damage to person or property; nor shall such notification relieve the User of any fines, penalties, or other liability which may be imposed pursuant to this Regulation.



3. A notice shall be permanently posted on the User's bulletin board or other prominent place advising employees who to call in the event of a discharge described in paragraph 1, above. Employers shall ensure that all employees, who could cause such a discharge to occur, are advised of the emergency notification procedure.
4. Significant Industrial Users are required to notify the Director immediately of any changes at its facility affecting the potential for a Slug Discharge.

#### C. Notice of Violation/Repeat Sampling and Reporting

If sampling performed by a User indicates a violation, the User must notify the Director within twenty-four (24) hours of becoming aware of the violation. The User shall also repeat the sampling and analysis and submit the results of the repeat analysis to the Director within thirty (30) days after becoming aware of the violation. Resampling by the Industrial User is not required if the County performs sampling at the User's facility at least once a month, or if the County performs sampling at the User between the time when the initial sampling was conducted and the time when the User or the County receives the results of this sampling, or if the County has performed the sampling and analysis in lieu of the Industrial User.

If the County performed the sampling and analysis in lieu of the Industrial User, the County will perform the repeat sampling and analysis unless it notifies the User of the violation and requires the User to perform the repeat sampling and analysis.

#### D. Accidental Discharge Protection and Reporting

Each Discharger shall provide protection from accidental discharge of prohibited or regulated materials or substances established by this Regulation. Where the Board determines it necessary, facilities to prevent accidental discharge of prohibited materials shall be provided and maintained at the Discharger's cost and expense. Detailed plans showing facilities and operating procedures to provide this protection shall be submitted to the Board for review and shall be approved by the Board before construction of the facility. No Discharger who discharges to the POTW shall be permitted to introduce pollutants into the system until Accidental Discharge Protection Procedures have been approved by the Board. Review and approval of such plans and operating procedures by the Board shall not relieve the Discharger from the responsibility to modify its facility as necessary to meet the requirements of this Regulation.

Dischargers shall notify the Board immediately upon the occurrence of a "slug load," or accidental discharge of substances prohibited by this Regulation. The notification shall include location of discharge, date and time thereof, type of waste, concentration and volume, and corrective actions. Any Discharger who discharges a slug load of prohibited materials shall be liable for any expense, loss or damage to the POTW, in addition to the amount of any fines imposed on the Board on account thereof under state or federal law.

Signs shall be permanently posted in conspicuous places on Discharger's premises, advising employees whom to call in the event of a slug or accidental discharge. Employers shall instruct all employees who may cause or discover such a discharge with respect to emergency notification procedures.

### 4.340\*FEES

#### 4.341\*PURPOSE

It is the purpose of this chapter to provide for the payment of fees from Dischargers to the Board's wastewater disposal system, to compensate the Board for the cost of administration of the pretreatment program established herein.

#### **4.342\*CHARGES AND FEES**

A monthly surcharge will be added to the sewer service bill of all Dischargers to pay for program costs. The surcharges are included in Section 7.02 of this Regulation. The monthly surcharge will be reviewed annually and adjusted upwards or downwards in accordance with Board rate policy.

#### **4.350\*ADMINISTRATION**

##### **4.351\*WASTEWATER DISCHARGERS**

It shall be unlawful to discharge sewage, industrial wastes or other wastes to any sewer within the jurisdiction of the Board, and/or to the POTW without having first complied with the terms of this Regulation.

##### **4.352\*WASTEWATER DISCHARGE DATA DISCLOSURE**

###### **4.352.1\*GENERAL DISCLOSURE**

All Dischargers proposing to connect to or to discharge sewage, industrial wastes and other wastes to the POTW shall comply with all terms of this Section within ninety (90) days after the effective date of this Regulation.

###### **4.352.2\*DISCLOSURE FORMS**

All Dischargers shall complete and file with the Board, a disclosure declaration in the form prescribed by the Board. Proposed new sources shall file their disclosure forms at least ninety (90) days prior to connecting to the POTW. The disclosure to be made by the Discharger shall be made on written forms provided by the Board and shall cover:

- A. Disclosure of name, address, and location of the Discharger, including the name of the operator and owner.
- B. Disclosure of Standard Industrial Classification (SIC) number according to the Standard Industrial Classification Manual, Bureau of the Budget, 1972, as amended.
- C. A list of any environmental control permits held by or for the facility.
- D. Disclosure of wastewater constituents and characteristics including but not limited to those mentioned in this Regulation, as determined by the Board's chemical and biological analyses. Sampling and analysis shall be performed in accordance with procedures established by the U.S. EPA and contained in 40 CFR, Part 136, as amended, and must conform at a minimum to baseline monitoring requirements for categorical industries.
- E. Disclosure of time and duration of discharges.
- F. Disclosure of average daily and instantaneous peak wastewater flow rates, in gallons per day, including daily, monthly and seasonal variations, if any. All flows shall be measured unless other verifiable techniques are approved by the Board due to cost or non-feasibility.
- G. Disclosure of site plans, floor plans, mechanical and plumbing plans and details to show all sewers, sewer connections, inspection manholes, sampling chambers and appurtenances by size, location and elevation.
- H. Description of activities, facilities and plant processes on the premises including all materials which are or may be discharged to the sewers or treatment works of the Board.
- I. Disclosure of the nature and concentration of any pollutants or materials prohibited by this Regulation in the discharge, together with a statement regarding whether or not compliance is being achieved with this Regulation on a consistent basis and if not, whether additional operation and maintenance activities and/or additional pretreatment is required for the Discharger to comply with this Regulation. Sampling requirements must, at a minimum, conform to baseline monitoring requirements for categorical industries.
- J. Where additional pretreatment and/or operation and maintenance activities will be required to comply with this Regulation, the Discharger shall provide a declaration of the shortest schedule by which the Discharger will

provide such additional pretreatment and/or implementation of additional operational and maintenance activities.

K. Disclosure of each product produced by type, amount, process or processes and rate of production.

L. Disclosure of the type and amount of raw materials utilized (average and maximum per day);

M. All disclosure forms shall be signed by an authorized representative of the User as defined in Section 4.320 (2).

The Board will evaluate the complete disclosure form and data furnished by the Discharger and may require additional information. Within thirty (30) days after full evaluation and acceptance of the data furnished, the Board shall notify the Discharger of the Board's acceptance thereof. The Board shall have the right to issue control documents to Dischargers with pollutant limits, set monitoring frequencies, reporting requirements, standard conditions and all other applicable provisions of 40 CFR 403. (*Industrial Pretreatment Discharge Disclosure Application can be found on Greene County Sanitary Engineering website*)

#### 4.352.3\*STANDARDS MODIFICATION

The Board reserves the right to amend this Regulation and the terms and conditions hereof in order to assure compliance by the Board with applicable laws and regulations. Within nine (9) months of the promulgation of a National Categorical Pretreatment Standard, this Regulation shall be amended to require compliance by Dischargers with such standards within the time frame prescribed by such standards. All National Categorical Pretreatment Standards adopted after the promulgation of this Regulation shall be part of this Regulation. Where a Discharger, subject to a National Categorical Pretreatment Standard, has not previously submitted a disclosure form as required by Section 4.352.2, the Discharger shall file a disclosure form with the Board within one hundred-eighty (180) days after the promulgation of the Applicable National Categorical Pretreatment Standard by the U.S. EPA. In addition, any Discharger operating on the basis of a previous filing of a disclosure statement, shall submit to the Board within one hundred-eighty (180) days after the promulgation of an applicable National Categorical Pretreatment Standard, the additional information required by paragraphs H. and I. of Section 4.352.2. The Discharger shall be informed of any proposed changes in the Regulation at least thirty (30) days prior to the effective date of change. Any changes or new conditions in the Regulation shall include a reasonable time schedule for compliance.

#### 4.353\*REPORTING REQUIREMENTS FOR DISCHARGER

##### 4.353.1\*COMPLIANCE DATE REPORT

A. Within ninety (90) days following the date for final compliance by the Discharger with applicable Pretreatment Standards set forth in this Regulation or ninety (90) days following commencement of the introduction of wastewater into the POTW by a New Discharger, any Discharger subject to this Regulation shall submit to the Board a report indicating the nature and concentration of all prohibited or regulated substances contained in its discharge, and the average and maximum daily flow in gallons. The report shall state whether the applicable Pretreatment Standards or Requirements are being met on a consistent basis and, if not, what additional O & M and/or pretreatment is necessary to bring the discharger into compliance with the applicable Pretreatment Standards or Requirements.

B. Compliance date reports of dischargers shall include a certification statement as follows:

*I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.*

The certification statement shall be signed by an authorized representative of the User as defined in Section 4.320 (2).

#### **4.353.2\*PERIODIC COMPLIANCE REPORTS**

A. Any Discharger subject to a Pretreatment Standard set forth in this Regulation, after the compliance date of such Pretreatment Standard, or, in the case of a New Source, after commencement of the discharge to the Board, shall submit to the Board during the months of June and December, unless required more frequently by the Board, a report of the discharges for the preceding six (6) months indicating the nature and concentration, of prohibited or regulated substances in the effluent which are limited by the Pretreatment Standards hereof. In addition, this report shall include a record of all measured or estimated average and maximum daily flows during the reporting period reported in Section 4.353.1 hereof. Flows shall be reported on the basis of actual measurement, provided however, where cost or feasibility considerations justify, the Board may accept reports of average and maximum flows estimated by verifiable techniques. The Board, for good cause shown considering such factors as local high or low flow rates, holidays, budget cycles, or other extenuating factors may authorize the submission of said reports on months other than those specified above.

B. Reports of Dischargers shall contain all results of sampling and analysis of the discharge, including the flow and the nature and concentration, or production and mass where required by the Board. Dischargers shall provide notification when the potential for a slug load to occur changes. The frequency of monitoring the Discharger shall be as prescribed in the current control document for the Discharger. All analyses shall be performed by the Board, or by Board approved laboratories, in accordance with 40 CFR, Part 136 and amendments thereto. Where 40 CFR, Part 136 does not include a sampling or analytical technique for the pollutant in question, sampling and analysis shall be performed in accordance with the procedures set forth in the EPA publication, Sampling and Analysis Procedures for Screening of Industrial Effluents for Priority Pollutants, April, 1977, and amendments thereto, or with any other sampling and analytical procedures approved by the Administrator of the U.S. EPA.

C. If sampling performed by a User indicates a violation, the User must notify the Director within twenty-four (24) hours of becoming aware of the violation. The User shall also repeat the sampling and analysis and submit the results of the repeat analysis to the Director within thirty (30) days after becoming aware of the violation. Resampling by the Industrial User is not required if the County performs sampling at the User's facility at least once a month, or if the County performs sampling at the User between the time when the initial sampling was conducted and the time when the User or the County receives the results of this sampling, or if the County has performed the sampling and analysis in lieu of the Industrial User.

D. Periodic compliance reports of dischargers shall include a certification statement as follows:

*I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.*

The certification statement shall be signed by an authorized representative of the User as defined in Section 4.320 (2).

E. Annual Certification for Non-Significant Categorical Industrial Users – A facility determined to be a Non-Significant Categorical Industrial User by the County pursuant to Section 4.320 (25) must annually submit the following certification statement signed in accordance with the signatory requirements In Section 4.320 (2). This certification must accompany an alternative report required by the County:

*Based on my inquiry of the person or persons directly responsible for managing compliance with the*

*category Pretreatment Standards, I certify that, to the best of my knowledge and belief that during the period from \_\_\_\_\_ to \_\_\_\_\_ (months, days, year):*

- (a) The facility described as (insert facility name) met the definition of a Non-Significant Categorical Industrial User as described in Section 4.320 (25);*
- (b) The facility complied with all applicable Pretreatment Standards and requirements during this reporting period; and*
- (c) The facility never discharged more than 100 gallons of total categorical wastewater on any given day during this reporting period.*

*This compliance certification is based on the following information: (Insert supporting documentation).*

#### **4.354\*MONITORING FACILITIES**

When required by the Board, a Discharger shall provide at the Discharger's own expense a monitoring facility to allow inspection, sampling, and flow measurement by the Board of each discharge to the POTW. Each monitoring facility shall be situated on the Discharger's premises, except where such a location would be impractical or cause undue hardship on the Discharger, the Board may concur with the facility being constructed in the public street or sidewalk area providing that the facility is located so that it will not be obstructed by landscaping or parked vehicles.

The Discharger shall provide at its own expense an inspection and sampling manhole or structure on each connection to the POTW, with flow measuring and sampling equipment as required by the Board to ensure compliance with this Regulation.

The manhole or structure shall have an opening of no less than twenty-four inches (24") diameter and an internal diameter of no less than forty-eight inches (48"). There shall be ample room in or near such sampling facility to allow accurate sampling and preparation of samples for analysis.

The facility, sampling, and measuring equipment shall be maintained by the Discharger at all times in a safe and proper operating condition at the expense of the Discharger.

All monitoring facilities shall be constructed and maintained in accordance with all applicable local construction standards and specifications.

#### **4.355\*INSPECTION AND SAMPLING**

The Discharger shall allow the Board or its representatives, upon presentation of credentials of identification, to enter upon the premises of the Discharger at all reasonable hours, for the purposes of inspection, sampling, or records examination. The Board shall have the right to set up on the Discharger's property such devices as are necessary to conduct sampling, inspection, compliance monitoring and/or metering operations.

#### **4.356\*CONFIDENTIAL INFORMATION**

Information and data furnished to the Board with respect to the nature and frequency of discharge shall be available to the public or other governmental agency without restriction unless the Discharger specifically requests and is able to demonstrate to the satisfaction of the Board that the release of such information would divulge information, processes or methods of production entitled to protection as trade secrets or proprietary information of the Discharger.

When requested by a Discharger furnishing a report, the portions of a report which may disclose trade secrets or secret processes shall not be made available for inspection by the public but shall be made available upon written request to governmental agencies for uses related to this Regulation, the National Pollutant Discharge Elimination System (NPDES) Permit, State Disposal System permit and/or the Pretreatment Programs; provided, however, that such portions of a report shall be available for use by the state or any state agency in judicial review or enforcement proceedings involving the Discharger furnishing the Report. Wastewater constituents

and characteristics will not be recognized as confidential information.

Information accepted by the Board as confidential, shall not be transmitted to any governmental agency or to the general public by the Board until and unless a ten (10) day notification is given to the Discharger.

#### 4.360\*ENFORCEMENT

##### 4.361\*ENFORCEMENT ACTIONS

The Board shall enforce this regulation through administrative procedures and fines; civil litigation; termination of service; and criminal prosecution. The type of enforcement and amount of fines are outlined in a separate enforcement response plan and are based on the nature of the violation and the noncompliance activity.

##### 4.362\*INFORMAL NOTICES AND MEETINGS

Informal notices and/or meetings are appropriate in response to a minor violation (e.g. late report, improper signature). The response may consist of a telephone call or reminder letter to the industry.

##### 4.363\*NOTICE OF VIOLATION

Whenever the Board serves or causes to be served a Notice of Violation in accordance with the enforcement response outline, such notice being delivered either personally or by certified or registered mail, return receipt requested, the Discharger shall respond in writing to the Board, within ten (10) days of the date of receipt of the notice, advising of its position with respect to the allegations listed in the Notice of Violation. Within twenty (20) days of the date of receipt of notice, the parties shall, if necessary, establish a plan for the satisfactory correction thereof.

##### 4.364\*ADMINISTRATIVE COMPLIANCE ORDER

Whenever the Board serves or causes to be served an Administrative Compliance Order in accordance with the enforcement response outline, such order being delivered either personally or by certified or registered mail, return receipt requested, the Discharger shall respond in writing to the Board within ten (10) days of the date of the receipt of notice, advising of its position with respect to the allegations listed in the Compliance Order. Within twenty (20) days of the date of receipt of the order the parties shall, if necessary, establish a plan for the satisfactory correction thereof.

##### 4.365\*SHOW CAUSE ORDER

Whenever the Board serves or causes to be served an Administrative Show Cause Order in accordance with the enforcement response outline, such order being delivered either personally or by certified or registered mail, return receipt requested, the Discharger shall appear at a meeting as directed in the order and demonstrate why the Board should not pursue a judicial enforcement action against the Discharger. The notice of the hearing shall be served no less than ten (10) days before the hearing. Service may be made on an agent, officer, or authorized representative of the Discharger. The proceedings at the hearing shall be considered by the Board which shall then enter appropriate orders with respect to the alleged violations of the Discharger. Appeal of such orders may be taken by the Discharger in accordance with local or state law.

##### 4.366\*EMERGENCY SUSPENSION OF SERVICE – CEASE AND DESIST ORDER

The Board may for good cause shown suspend the wastewater treatment service to a Discharger when it appears to the Board that an actual or threatened discharge presents or threatens an imminent or substantial danger to the health or welfare of persons, substantial danger to the environment, interference with the operation of the POTW, or violate any pretreatment limits imposed by this Regulation. Any Discharger notified of the suspension of the Board's wastewater treatment service shall, within twenty-four (24) hours from notification thereof, cease all discharges. In the event of failure of the Discharger to comply voluntarily with the suspension order within the specified time, the Board shall commence judicial proceedings

immediately thereafter to compel the Discharger's compliance with such order. The Board shall reinstate the wastewater treatment service and terminate judicial proceedings pending proof by the Discharger of the elimination of the non-complying discharge or conditions creating the threat of imminent or substantial danger as set forth above.

#### 4.367\*TERMINATION OF TREATMENT SERVICE

The Board may seek to terminate the wastewater treatment service in accordance with the guidelines of the enforcement response outline.

#### 4.368\*JUDICIAL PROCEEDINGS

Following the entry of any order by the Board and in accordance with the enforcement response outline, the Attorney for the Board may, following the authorization of such action by the Board, commence action for appropriate legal and/or equitable relief in the appropriate local court.

#### 4.369\*RIGHT OF APPEAL

Any Discharger or any interested party shall have the right to request in writing an interpretation or ruling by the Board on any matter covered by this Regulation and shall be entitled to a prompt written reply. In the event that such inquiry is by a Discharger and deals with matters of performance or compliance with this Regulation for which enforcement activity relating to an alleged violation is the subject, receipt of a Discharger's request, shall stay all enforcement proceedings pending receipt of the aforesaid written reply. Appeal of any final judicial order entered pursuant to this Regulation may be taken in accordance with local and state law.

#### 4.370\*PENALTIES

##### 4.371A\* CIVIL PENALTIES

Any Discharger who is found to have violated an Order of the Board or who has failed to comply with any provision of this Regulation, and the regulations, or rules of the Board, or orders of any court of competent jurisdiction (or permits issued hereunder), may be subjected to the imposition of a civil penalty as defined in the Enforcement Response Plan.

##### 4.371B\*ADMINISTRATIVE PENALTIES

Any Discharger to the sanitary sewer system who is found to have violated the terms and conditions of an Industrial Wastewater Discharge Permit or failed to comply with any provision of this regulation and the regulations, rules, or Orders of the Board (or permits issued hereunder), may be subjected to the imposition of Administrative Penalties. The citation for such Administrative Penalties will be issued by the Greene County Director. Failure to pay penalties in a timely fashion may result in the penalties being added to the discharger's sewer bill. In severe violations, these penalties may be levied in addition to other penalties provided for in this section. Such penalties shall be in accordance with the Enforcement Response Plan.

##### 4.372\*RECOVERY OF COSTS INCURRED BY THE BOARD

Any Discharger violating any of the provisions of this Regulation, or who discharges or causes a discharge producing a deposit or obstruction, or causes damage to or impairs the Board's wastewater disposal system shall be liable to the Board for a fine for each discharge or for each day of a continuing discharge and any other expense, loss, or damage caused by such violation or discharge as specified in the Enforcement Response Plan. The Board shall bill the Discharger for the costs incurred by the Board for any cleaning, repair, or replacement work caused by the violation or discharge. Refusal to pay the assessed costs shall constitute a violation of this Regulation enforceable under the provisions of Section 4.360, et. seq., of this Regulation.

##### 4.373\*FALSIFYING INFORMATION

Any person who knowingly makes any false statement, representation or certification in any application,

record, report, plan or other document filed or required to be maintained pursuant to this Regulation, or who falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required under this Regulation, shall, upon conviction, be punished by the imposition of a civil penalty as specified in the Enforcement Response Plan.

#### **4.38\* RECORDS RETENTION**

Users subject to the reporting requirements of this Regulation shall retain, and make available for inspection and copying, all records of information obtained pursuant to any monitoring activities required by this Regulation, any additional records of information obtained pursuant to monitoring activities undertaken by the User independent of such requirements, and documentation associated with Best Management Practices established under Section 4.320 (3). Records shall include the date, exact place, method, and time of sampling, and the name of the person(s) taking the samples; the dates analyses were performed; who performed the analyses; the analytical techniques or methods used; and the results of such analyses. These records shall remain available for a period of at least three (3) years. This period shall be automatically extended for the duration of any litigation or enforcement activities and any and all appeals have expired, or where the User has been specifically notified of a longer retention period by the Director.

#### **4.390\*SEVERABILITY**

If any provision, paragraph, word, section or chapter of this Regulation is invalidated by any court of competent jurisdiction, the remaining provisions, paragraphs, words, sections, and chapters shall not be affected and shall continue in full force and effect.



## Appendix A Toxic Pollutants

1. Acenaphthene
2. Acrolein
3. Acrylonitrile
4. Benzene
5. Benzidine
6. Carbon tetrachloride (tetrachloromethane)
7. Chlorobenzene
8. 1,2,4-Trichlorobenzene
9. Hexachlorobenzene
10. 1,2-Dichloroethane
11. 1,1,1-Trichloroethane
12. Hexachlorobenzene
13. 1,1-Dichloroethane
14. 1,1,2-Trichloroethane
15. 1,1,2,2-Tetrachloroethane
16. Chloroethane
17. Bis(chloromethyl)ether
18. Bis(2-Chloroethyl)ether
19. 2-Chloroethyl vinyl ether (mixed)
20. 2-Chloronaphthalene
21. 2,4,6-Trichlorophenol
22. Parachlorometacresol
23. Chloroform (trichloromethane)
24. 2-Chlorophenol
25. 1,2-Dechlorobenzene
26. 1,3-Dichlorobenzene
27. 1,4-Dichlorobenzene
28. 3,3-Dichlorobenzene
29. 1,1-Dichloroethylene
30. 1,2-Trans-dichloroethylene
31. 2,4-Dichlorophenol
32. 1,2-Dichloropropane
33. 2,4-Dimethylphenol
34. 2, 4-Dinitrotoluene
35. 2,6-Dinitrotoluene
36. 1,2-Diphenylhydrazine
37. Ethylbenzene
38. Fluoranthene
39. 4-Chlorophenyl phenyl ether
40. 4-Bromophenyl phenyl ether
41. Bis (2-chloroisopropyl) ether
42. Bis (2-chloroethoxy) methane
43. Methylene chloride (dichloromethane)
44. Methyl chloride (chloromethane)
45. Methyl bromide
46. Bromoform (tribromomethane)
47. Dichlorobromomethane
48. Trichlorofluoromethane
49. Dichlorodifluoromethane
50. Chlorodibromomethane
51. Hexachlorobutadiene
52. Hexachlorocyclopentadiene
53. Isophorone
54. Naphthalene
55. Nitrobenzene
56. 2-Nitrophenol
57. 4-Nitrophenol
58. 2,4-Dinitrophenol
59. 4,6-Dinitro-o-cresol
60. N-nitrosodimethylamine
61. N-nitrosodiphenylamine
62. N-nitrosodi-n-propylamine
63. Pentachlorophenol
64. Phenol (4APP method)
65. Bis(2-ethylhexyl)phthalate
66. Butyl Benzyl phthalate
67. Di-n-butyl phthalate
68. Di-n-octyl phthalate
69. Diethyl phthalate
70. Dimethyl phthalate
71. Benzo(a)anthracene(1,2-benzanthracene)
72. Benzo(a)pyrene(3,4-benzopyrene)
73. 3,4-Benzofluoranthene
74. Benzo(k)fluoranthene(11,12-benzofluoranthene)
75. Chrysene
76. Anthracene
77. Benzo(ghi)perylene(1,22-benzoperylene)
78. Fluorene
79. Phenanthrene
80. Dibenzo (a,h)anthracene
81. Indeno(1,23-cd)pyrene
82. Pyrene
83. Tetrachloroethylene
84. Toluene
85. Trichloroethylene
86. Vinyl chloride(chloroethylene)
87. Aldrin
88. Dieldrin
89. Chlordane(tech. mixture & metabolites)
90. 4,4'-DDT
91. 4,4'-DDE(p.p'DDX)
92. 4,4'-DDD(p.p'TDE)
93. Alpha-endosulfan
94. Beta-endosulfan
95. Endosulfan sulfate
96. Endrin
97. Endrin Aldehyde
98. Heptachlor
99. Heptachlor epoxide
100. Alpha-BHC
101. Beta-BHC
102. Gamma-BHC (lindane)
103. Delta-BHC
104. PCB-1242(Aroclor1242)
105. PCB-1254(Aroclor 1254)
106. PCB-1221(Aroclor 1221)
107. PCB-1232 (Aroclor 1232)
108. PCB-1248(Aroclor 1248)
109. PCB-1260(Aroclor 1260)
110. PCB-1016(Aroclor 1016)
111. Toxaphene
112. Antimony(Total)
113. Arsenic(Total)
114. Asbestos(Fibrous)
115. Beryllium(Total)
116. Cadmium(Total)
117. Chromium(Total)
118. Copper(Total)
119. Lead(Total)
120. Mercury(Total)
121. Nickel(Total)
122. Selenium(Total)
123. Silver(Total)
124. Thallium(Total)
125. Zinc(Total)
126. 2,3,7,8-Tetrachlorodibenzo-p-dioxin(TCDD)



## SECTION 5

### 5. PROCEDURES AND PERMITS

#### 5.01\*PERMITS

All water taps, sewer taps, extensions or any construction that involves water or sewage works which will become part of, utilization of, be tapped into, the existing systems, require the securing of permits from the Sanitary Engineering Department with payment being made by check or cash at the time of issuance. Information on permit fees is available at the Sanitary Engineering Department office.

A. Permits for use of sanitary sewer or water lines in recorded sections of newly developed areas may not be obtained until final inspection and approval of this construction by the Sanitary Engineering Department.

B. Permits shall be kept and displayed at the construction site at all times while work is still in progress.

C. The issuance of a permit to tap into a sewer or water line by the Sanitary Engineering Department does not relieve the permit holder of the responsibility of securing permits from the proper governing agencies for permission to perform work in public or private rights-of-way that are involved.

#### 5.02\*CONSTRUCTION

##### A. GENERAL RULES

No sewerage or water works construction will be started until these steps have been completed in the following order:

1. The plans are approved by the Sanitary Engineering Department and any other applicable agencies (e.g., Greene County Engineer, Regional Planning, Ohio EPA).
2. If recording Record Plan prior to construction Performance Bonds have been submitted to the Board of County Commissioners. Bonds are to be one hundred percent (100%) of the estimated cost or a certified check for one hundred percent (100%) of the approved estimate.
3. Plan Review & Inspection Fees, as determined by the Sanitary Engineering Department, have been paid.
4. If the improvement is proposed for construction outside of an established County sewer district on an undedicated thorough-fare or right-of-way, the owner shall furnish to the County (before he may take out a permit) a bond fixed by the Board of County Commissioners to insure the dedication of such thoroughfares or furnish right-of-way, deed, or easement in the case of private property, within a time prescribed by the Commissioners. The bond shall also cover assurance of grading, draining and other improvements deemed necessary by the Sanitary Engineering Department and the Board of County Commissioners.
5. After a Pre-construction meeting has occurred with the owner and contractor, the owner or contractor shall notify the Sanitary Engineering Inspection Department at least seven (7) days prior to the proposed starting date of construction.

##### B. INSPECTION

The Owner must give twenty-four (24) to forty-eight (48) hour notice to the Chief Inspector of proceeding so he can be prepared to have the proper number of inspectors on the job. Notification of stoppage of work must also be given. A set of plans with the dated "APPROVED" stamp mark of the Sanitary Engineering Department is evidence on each page must be available at the construction site for review by the inspector.

1. All work must be completed in the presence of and with approval of an inspector.

2. All testing must be done in the presence of an inspector.
3. All materials and workmanship in connection with any service from water main or sewer line to house shall conform to the Specifications of the Sanitary Engineering Department.
4. **No water taps will be permitted until the tap into the sanitary sewer is made.** If there is no sanitary sewer, no water tap will be permitted until a septic tank permit is obtained from the Greene County Board of Health.
5. No connection shall be made to any sanitary sewer or water line or repair or removal thereof or any excavation thereof without a permit from the Sanitary Engineering Department.
6. If the Sanitary Engineering Department deems that any work improper, it may order all work stopped. Work shall not proceed until the owner has received written permission from the Sanitary Engineering Department.
7. If any change or modification is deemed necessary in the plans during construction, the Sanitary Engineering Department determines whether such change or modification must be re-submitted for approval on revised plans.
8. All work and materials shall adhere to the Specifications of the Sanitary Engineering Department.
9. If any plumber or contractor shall neglect or refuse to abide by these Rules and Regulations, the Sanitary Engineering Department may cause such work to be done and charge the plumber or contractor. Unless such charges are paid, this matter shall be considered in issuing further permits and awarding future projects to the Contractor.
10. After construction is completed, all sewer mains, water mains and appurtenances connected to the County system will become the sole property of the County.
11. Only if sanitary sewerage works and water works and appurtenances are constructed in a dedicated right-of-way or easement will they be maintained by the County.
12. No provision in this article shall be so construed as to relieve a person, firm or corporation, either owner or agent, of furnishing all private engineering services necessary in connection with the improvements.

## SECTION 6

### 6. DEVELOPMENT PROCEDURES

#### 6.01\*SANITARY SEWER AND WATER SERVICE REQUEST

When sanitary sewer and water is required to serve a tract of ground, the following procedures must be followed:

A. **PRELIMINARY PLAN:** A preliminary plan for the ultimate area to be developed shall be submitted in latest version of AutoCAD or PDF.

1. The preliminary plan shall show the lot layout and over-all distribution system (for water) and collection system (for sanitary sewer) including connections to existing utilities systems, sizes of proposed water and sewer lines and a vicinity map.
2. The size of the preliminary plans shall be in multiples of six inches (6") and shall not exceed 36" x 42."
3. The scale for the preliminary plans shall be either 1" = 100' or 1" = 200'.
4. The preliminary plans shall show existing contours with intervals of five feet (5') where the slope is greater than ten percent (10%), two feet (2') where the slope is less than ten percent (10%), and one foot (1') where the slope is less than or equal to 2% or flat.
5. Updated Preliminary plans shall be revised to "as-built" conditions with the completion of each section and re-submitted with the request for approval of each additional section with previous sections outlined and noted.
6. In order to provide increased reliability of service and reduce head loss, dead ends shall be minimized by making appropriate tie-ins whenever practical.

B. **CONSTRUCTION PLANS:** –One set of construction plans either in Hard copy or electronic (PDF) format, accompanied by the design computation sheets, shall be submitted for the review and approval by the Sanitary Engineering Department. Each resubmittal must include the revision date on each revised sheet as well as on the cover sheet. Once plans are approved, an electronic set (PDF format) of signed and sealed plans are to be submitted for Approval stamping and sign-off prior to submission to OEPA. If required by Sanitary Engineer one Hard copy shall be submitted for hand stamping. Upon approval by the OEPA Hard copies of the OEPA approved plans shall be provided for construction as follows: 3 copies for Sanitary Engineering, 3 copies for County Engineer, 1 copy for Regional Planning, additional copies may be required for local jurisdictions.

C. Oversize facilities as required by the Master Plan shall be installed by the Developer.

D. The minimum water line size on which the County will participate in cost is 16 inches in diameter. The minimum sewer line size in which the County will participate in cost is fifteen inches (15") in diameter. The County shall reimburse the developer the amounts shown in Section 7.04 Schedule of Charges for oversized lines where development is reasonably close to the central system and by a method to be determined by the Board of County Commissioners where development is not reasonably close to the central system:

E. Facilities shall be installed by the Developer as required by the County in order to provide access to such facilities by adjacent properties without having to enter upon the premises of the development. The developer must extend water/sewer facilities to the public right-of-way/easement so that other users will have access.

F. Tap-in permits will be issued upon release of seventy-five percent (75%) of the performance bond.

G. Persons requesting water and/or sewer extension shall be required to extend the water and/or sewer a minimum distance of one-half (1/2) of the frontage of the property on the right-of-way or easement containing the main line.

H. All water mains shall be looped. Dead-end water mains in excess of 300 feet require special approval from the owner.

I. Minimum sized water mains installed in Greene County systems shall be 8" diameter. 6" diameter water mains may be allowed (at the discretion of the Sanitary Engineer) in order to eliminate dead-ends. No taps will be allowed off the 6" inch water mains in these "looped" situations.

J. Fire hydrant spacing within residential plats shall be a maximum of 500 ft. Outside of residential plats spacing shall be a maximum of 1000 ft.

K. Service line connections to the sanitary sewer systems shall not cross property lines between the facility being connected and the main line and shall not be installed until their locations, which shall always be between manholes and not located on dead end lines, has been approved by the County. Service lines also shall not be placed under driveways, unless otherwise approved by the County.

L. Gravity service lines shall not be installed until the County has indicated the location and depth of the upper end thereof. Gravity service lines will be fitted with a stopper into the upper end.

M. The service line shall be laid on a straight grade unless otherwise directed or approved by the County. No sewer line may be cut or broken in the field to permit the installation of a service wye or tee.

N. Gravity service lines that service multiple residences, such as subdivided townhouses sharing a common wall, shall follow the common property line, or the direct path nearest to that shared wall from the sewer main line, and split off at wyes for each residence with the shared line terminating at a cleanout.

#### **6.02\*BONDS, BOND RELEASE REQUIREMENTS AND OVERSIZE REIMBURSEMENT**

A. Required easements shall be executed and submitted and shown on drawings. These instruments must be recorded prior to one hundred percent (100%) bond release.

B. In order that the County has the assurance that the construction and installation of such improvements as streets surfacing, curbs, gutters, sidewalks, public sanitary sewers, storm sewers, public water supply and street signs will be constructed, the subdivider or property owner shall enter into one of the following agreements:

1. To construct all improvements directly affecting the property or subdivision, as required by the Sanitary Engineer and / or the Regional Planning Coordinating Commission as appropriate, prior to the final approval of the plat and any permits for connection are issued; or
2. In lieu of the completion of the improvements, furnish bond executed by a surety company or certified check, or irrevocable letter of credit equal to the cost of construction of such improvements as shown on plans and based on an itemized estimate of the construction costs prepared by the engineer of the developer, or executed contract for construction, whichever is greater, estimates and contracts shall be based on prevailing wage labor rates, and subject to final approval of the Sanitary Engineer. Under no circumstances shall the required performance bond, cash deposit or irrevocable letter of credit be tied to or be considered a portion of the developers financing for the development. The following options for bonding are available:

- a) Provide a 100% bond and have it accepted after plan approval and prior to pre-construction conference.
- b) Provide a 25% bond with request for 75% release as detailed in Section C below. Completion of the 75% checklist is required prior to issuance of permits for connections.
- c) Certified check, or irrevocable letter of credit may only be utilized with special approval that will be reviewed on a case-by-case basis.

C. Reduction of Performance Bond, Cash deposit, or irrevocable letter of credit:

1. May be requested upon completion of seventy-five percent (75%) of required improvements. Such reductions shall require certification of satisfactory completion by the Greene County Sanitary Engineer.
2. Reduction of seventy-five percent (75%) of the surety, at a minimum requires:
  - a) contractor request for seventy-five percent (75%) release.
  - b) installation of sanitary sewer mains, service laterals, and appurtenances.
  - c) sanitary sewers must be cleaned and televised (videotaped) by the developer or his representative. Greene County Sanitary Engineering Department inspector to witness cleaning and televising activities. Greene County Sanitary Engineering Department shall receive a copy of the videotape for review and approval. Videotape shall become the property of Greene County Sanitary Engineering Department.
  - d) sanitary sewers leakage testing along with 30-day Mandrel test completed and approved.
  - e) manholes to surface grade and proper depth. Manholes shall remain at surface grade and accessible from seventy-five percent (75%) through one hundred percent (100%) bond release. Contractor to be liable for any and all damages arising from situations where manholes are not kept at surface grade (manhole covers paved over--castings/frames not raised to grade, etc.).
  - f) manhole castings sealed and bolted to cone.
  - g) engineer's certification of sanitary sewer grades and inverts.
  - h) installation of water mains, service laterals and appurtenances.
  - i) water mains and service laterals leakage tested, disinfected and approved.
  - j) valves and fire hydrants tested and operable. Valves shall remain accessible from seventy-five percent (75%) through one hundred percent (100%) bond release. Contractor to be liable for any and all damages arising from situations where valves are not kept at surface grade (valve boxes paved over-valve box not raised to current surface grade, etc.).
  - k) Required easements shall be executed and submitted and shown on drawings. These instruments must be recorded prior to seventy-five percent (75%) bond release.
  - l) service lateral location drawings submitted.
  - m) Geo-Referenced "as-built" drawings submitted and approved (in AutoCAD: latest release or approved earlier format) to include 200 and 1000 scale updated preliminary. Includes final as-built quantities.

D. D. One Hundred Percent (100%) Bond Release requires:

1. Seventy-five percent (75%) bond reduction.
2. other
  - a) contractor request for one hundred percent (100%) release.
  - b) completion of all structures and streets.
  - c) manholes adjusted to final surface grade.
  - d) valves, fire hydrants and meter pits adjusted to final surface grade.
  - e) Fire hydrants shall be voltage yellow.
  - f) revised inspection fees paid.

- g) **Oversize Reimbursement:** After the Bond has been released one hundred percent (100%), a letter requested reimbursement must be submitted along the units originally agreed upon, adjusted to "as-built" quantities.

### 6.03\*CONSTRUCTION PLANS - PHYSICAL FORMAT

A. Standard Sheet: ANSI D 22" x 34."

B. Lettering: All lettering .125" high or larger.

C. Title Block: 6" x 3" located in lower right hand corner or 2" wide located along the right hand edge of the drawing sheet.

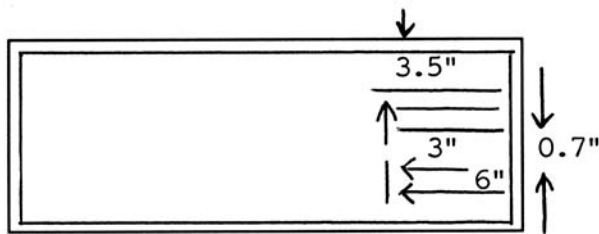
Include: Sewer district, plat name, section, engineer's name, seal, signature, sheet number, number of sheets and scale.

D. Revisions Block: 4" x 3" located directly to left of corner title block or 2" x 3" located directly to the right of the edge style title block.

E. Scale: Horizontal - 1" = 20' Vertical - 1" = 5' The scale is to be represented graphically directly to the left of the revisions block.

F. Signature Block (on cover sheet as shown at right): Places for (in order from top to bottom):

1. Board of County Commissioners and Clerk (four spaces).
2. County Sanitary Engineer.
3. County Engineer when on or crossing a County road.
4. Director of water and/or services for other political entities where applicable.
5. The application City or Municipal Engineer when within corporation limits.



H. A vicinity map shall be provided to show the location of the job.

I. If there are five (5) or more sheets, a cover sheet is required containing the signature block and a key map with sheet reference numbers.

J. Each sheet shall have a readily readable North arrow oriented up and/or to the left.

K. Each set of plans shall contain this note in addition to other applicable General Notes: "All sanitary sewers and/or water lines and appurtenances shall be constructed according to Greene County Sanitary Engineering Department specifications."

L. Profiles for both sewer and water shall be shown on the same sheet as the plan. The profile shall be below the plan and shall be taken at the pipe centerline or the road centerline if noted. The profile shall be lined up



under corresponding points on the plan. The existing and proposed grade profile shall be shown on each profile view. Sanitary sewer profiles shall be split only at manholes; however, if it is absolutely necessary to end a drawing in the middle of a sanitary sewer span, a match line must be used and the lineal feet should relate to the length of span shown on that sheet. Water profiles are only required at points of crossing with other underground utilities and at those locations where the water line is greater or less than four feet six inches (4' 6") deep.

M. All existing structures in the street or easement shall be shown in both plan and profile. Sizes, location, dimensions and elevations shall be included. These structures include but are not limited to:

1. Gas mains.
2. Electric and telephone conduits.
3. Storm sewers.
4. Sanitary sewer lines.
5. Water lines.
6. Telephone poles.
7. Street lights.
8. All above ground structures which may affect construction.

N. Manholes shall be consecutively numbered from lowest to highest elevation and station numbers shall be noted. Manhole #1 shall be assigned Station No. 0 + 00 and shall be the manhole connected to the existing system. Both manhole and station numbers shall appear on both plan and profile. There shall be no duplication of manhole numbers within a particular development. Ohio State Plain Coordinates, (NAD83, Zone 3402), shall be shown in plan view for all M.H.'s.

O. The length, grade and size of each span of sewer shall appear on the profile, as well as the type of pipe material, joints and strength shall be shown in the profile for both sewer and water, using the ASTM nomenclature.

P. There shall be 3 valves at all tees and 4 valves at all crosses at all intersections with the exception of fire hydrant branches unless otherwise noted by the Sanitary Engineer.

Q. The location and details of all special features such as manholes, concrete encasements, siphons, elevated sewers, inspection chambers, regulators, metering devices, special cross sections, etc shall be shown.

R. **All lots receiving services must have a lot#** regardless of whether or not that lot is part of the section being built.

1. Meter size for water services (domestic, irrigation, deduct) must be noted either in the plan or in the Water notes.
2. Fireline size must be noted in the plan or in the Water notes.

S. All subdivisions and Plat Book page shall be clearly marked including lot numbers. All properties abutting the improvement shall be shown for full width and depth.

T. The ownership, including Deed Book, page and acreage, of all property not subdivided by a record plat shall be shown on the preliminary plans and cover sheet.

U. All corporation lines with dimensions and other information that will fix the exact location shall be shown on

the preliminary plan and cover sheet and be geo referenced to Ohio State Plane Coordinates (NAD83, Zone 3402). Section, Township, Range and USGS Index Number shall be included.

V. **Private driveways**, lanes and new and /or existing easements with appropriate dimensions shall be shown by dashed lines.

1. If a driveway is not installed per approved construction drawings and conflicts with water and sanitary services, the services must be abandoned per GCSED Regulations and Specifications and services must be retapped per GCSED standards at the Developer's and/or Contractor's expense.

W. All sanitary sewer easements shall be a minimum of twice the depth or 30' in width whichever is greater (20' if installed in a casing pipe). All water main easements shall be a minimum of 20' in width Existing or underlying easements shall not be abandoned within new Right-of ways. Exceptions require specific written approval of the Sanitary Engineer.

X. All submissions of proposed work shall include at least two sets of coordinates (two Northing/Easting pairs in Ohio State Plane South Zone 3402) on each sheet. These coordinates may be on any sanitary feature, water feature, roadway feature or property corner, and should be separated by a distance of at least 200 feet.

Y. The location, description and elevation of all benchmarks used in connection with the project shall appear on each appropriate sheet.

Z. Test borings shall be located when made.

AA. Proposed lines shall be shown as solid dark lines. Existing lines shall be shown as dashed lines.

AB. Existing or proposed streets and all streams or water surfaces shall be clearly shown. Contour lines at appropriate intervals shall be shown.

#### 6.04\*CONSTRUCTION PLANS – SPECIFICATIONS

Complete technical specifications for any special construction shall be submitted to the Sanitary Engineering Department. No construction shall begin before these specifications have been approved.

#### 6.05\*CONSTRUCTION PLANS - REVISIONS TO APPROVED PLANS

Any deviation from approved sanitary sewer or water plans and specifications shall be submitted to and have received approval of the Sanitary Engineering Department before such changes are made. "As-built" plans clearly showing such changes shall be submitted at the completion of the work.

#### 6.06\*CONSTRUCTION PLANS - APPROVAL PERIOD

Approved plans are only good for one hundred-twenty (120) days, after which time they must be re-submitted for re-approval unless construction has begun.

#### 6.07\*CONSTRUCTION PLANS - "AS-BUILT" DRAWINGS

The Developer and/or Contractor is responsible for providing As-Built drawings. The following is required for all As-builts:

A. In all layouts, proposed text/labels shall be omitted and replaced with as-built measurements and grades/slopes in red. Items that are crossed out must have AB added to the front of the new measurement.

B. All sanitary manholes, lampholes and water valves must be located with a minimum of two (2) witness dimensions required on all locations in addition to state Plane coordinates.

C. All lots shall be labeled with correct lot number, including future lots having services installed. All streets shall be labeled appropriately.

D. Coordinates shall be listed on the plan or in a table for all manholes, valves, hydrants, and service lateral ends. If space permits, the coordinates for ends of sewer and water services may be shown within individual lots otherwise they will go into a table.

E. Plugged ends of sanitary sewer and waterlines with no service lines must be located and coordinates labeled.

F. The revision date shall be listed in the revision box on each sheet, along with the description "As-built". In Lieu of this, the term "As-built" may be listed in the Title Block along with the date of that final revision.

G. All "as-built" witness dimensions are to be measured in feet and tenths of a foot and are not to exceed one hundred feet (100') in length. Dimensions lines shall be shown on drawing except where they would add substantial confusion in interpretation. Written dimensions with an arrow pointing to the valve or sanitary manhole being referred to will then be acceptable. Dimensions shall be from centerline to centerline except for house corners and catch basins. Written dimensions will be considered at right angles with one another unless noted or shown otherwise.

H. Measurements shall be on the horizontal.

I. Abbreviations will be accepted for the following:

1. Sanitary Manholes .....San. M.H.
2. Catch Basins .....C.B.
3. Curb.....C
4. Fire Hydrant.....F. Hyd.
5. Directions.....N. -S. -E. -W.
6. Property Line .....PL
7. Center Line .....CL
8. Water Main .....Wtr. Mn.
9. Mechanical Joint .....M.J.
10. Gate Valve .....G.V.

J. The following will be required on all "as-built" drawings:

1. Measurements between valves within an intersection. (These dimensions cannot be considered as either of the two (2) required on all locations).
2. Measurements between fire hydrants and fire hydrant valves.
3. Distances between sanitary manholes and between a sanitary manhole and the plugged end of the line are to be shown on the plan.
4. Length of span, grade, size of pipe, type, and invert elevations will be required on the profile:
  - a) Length of span may vary  $\pm 1.0'$  before manhole location in profile must be changed. The dimension, however, must be marked clearly and correctly.
  - b) Invert elevations may vary  $\pm 0.25''$  before main line in profile must be changed. The elevation, however, must be marked clearly and correctly.
5. If a water line is put in the ground more than two (2) feet off centerline of the traveled roadway, it should be shown off the centerline on the "as-built" drawings. If it is within two (2) feet of the

centerline it may be drawn as such with the distance off centerline noted.

6. Measurements from laterals and the nearest downstream manhole for sanitary sewer and water tie ins on the mains (ie. Sanitary wye, corporation stops for residential/commercial properties, etc). Exceptions for special, approved circumstances where the nearest main line water valve or a fire hydrant may be used. Measurements for sanitary sewer and water laterals shall include the length from the end of the lateral to the main, and include depth of bury at terminus.

A. Service boxes for each service to be placed in the lot.

Lot# LAT INFO	Lot# LAT INFO
SY – ~ MH #	WY – ~ MH #
L -	L -
D -	D -
S to W -	S to W -
Northing & Easting	Northing & Easting

SY – Sanitary Sewer Service – distance from the low manhole to the wye (if a valve or hydrant is used that information goes here in lieu of the low manhole number)

L – service length

D – depth

S to W – distance between the water and sanitary sewer service

WY – Water service – distance from the low manhole to the corporation stop (if a valve or hydrant is used that information goes here in lieu of the low manhole number)

B. If box won't fit in the lot a separate table maybe used instead.

7. NAD83, Zone 3402 coordinates and NAVD 88 Elevations for all M.H.'s, fire hydrants, water Valves including curb stops, meter pits, end of sewer laterals @ R/W.
8. All As-builts shall be Geo-referenced.
9. All sheets must be stamped by the Engineer

K. The following is a list of objects that will be acceptable for "as-built" dimension references:

1. Fire Hydrant.
2. Curb (all curb dimensions must be perpendicular to the back of the curb and must not be to any curb or extended curb lines with a radius).
3. Catch Basin
  - a) Dimensions are to be to the nearest corner of the steel edge on the street side.
  - b) The street and corner on which the catch basin is located must be indicated.
4. Sanitary Manholes.
5. Utility pole (when a dimension to a utility pole is used, the description and number of the pole must

be given).

6. House Corner (when a dimension to a house corner is used, the address must be given).
7. Corner of a concrete drive (house number must be given).

L. Final quantities: As-builts Quantities shall be listed in a table on the cover sheet of the asbuilts called "Final As-built Quantities". The following shall be listed:

1. Hydrants: number and make (ie. Clow, Mueller, American Darling, etc)
2. Valves: number, size, type (gate, butterfly, ball, etc), make
3. Mains:
  - a. Water mains (including Hydrant lines): pipe material, pipe size, footage
  - b. Sanitary mains: pipe material, pipe size, footage
4. Number of manholes
5. Water and Sanitary Sewer Services: number, pipe diameter, and pipe material

M. Cad Requirements

1. Layers shall include the following:

<u>As-built Feature</u>	<u>Layer Name</u>
<u>As-built Lines</u>	
Sanitary Sewer Mains	01-AB SanMain
Water Mains	01-AB WaterMain
Sanitary Sewer Services	01-AB SanServ
Water Services	01-AB WaterServ
<u>Existing Lines</u>	
Sanitary Mains	01-Ex SanMain
Water Mains	01-Ex WaterMain
<u>As-built Points</u>	
Sanitary Manholes	01-AB SanMH
Water Valves	01-AB WValve
Water Fittings (reducers, bends, sleeves, etc)	01-AB WFitting
Hydrants	01-AB Hydrant
Sanitary Fittings	01-AB SanFitting
<u>Existing Points</u>	
Sanitary Manholes	01-Ex SanMH
Water Valves	01-Ex WValve
Hydrants	01-Ex Hydrant

2. All Proposed layers should be turned OFF and shall not contain any as-built features.
3. All "point" features shall be inserted in the drawing as a symbol with absolute coordinates. No polylines or created shapes may be used to represent a feature. Symbols shall conform to current

ODOT standards for associated information, use of the ODOT symbol library is preferred but not required.

4. Drawing coordinate system shall be NAD83, Zone 3402 and elevations shall use NAVD88. All As-builts shall be geo-referenced.
5. Model space shall be un-rotated (oriented with North at the top) and all layouts shall be set up for 22"x34" paper.
6. All lines in model space shall terminate either at a point feature or at another line.
7. If the location where a sanitary or water service lateral connects to the main line is more than 2 feet away from its as-built location, the drawing shall be adjusted to more accurately display the as-built location of the wye or corporation stop.

#### 6.08\*CONSTRUCTION PLANS - PROCEDURE ON "AS-BUILT" DRAWINGS

A. "As-built" information and changes will be made in AutoCAD latest release or approved earlier format in construction drawing layout (no changes should be needed to open or plot drawings including turning on/off layer, loading External references, etc).

B. Two (2) sets of "as-built" paper prints will be submitted to the Sanitary Engineering Department for checking.

C. The Engineer or Developer will be notified of acceptance or corrections by the Sanitary Engineering Department.

D. One (1) set of corrected and Geo-referenced "as-built" drawings in AutoCAD latest release or approved earlier format shall be submitted to the Sanitary Engineering Department for final checking.

E. A PDF of the project is required as part of the final approval. The PDF must include all detail sheets for the water and/or sewer.

F. The Engineer will then be notified of acceptance or corrections by the Sanitary Engineering Department.

## **7. SCHEDULE OF FEES AND CHARGES**

*SEE SCHEDULES POSTED ON THE  
SANITARY ENGINEERING WEBSITE  
FOR THE LATEST CHARGES.*

*([www.greenecountyohio.gov/317/Sanitary-Engineering](http://www.greenecountyohio.gov/317/Sanitary-Engineering))*