

SECTION 6

SANITARY SEWER SERVICE

ARTICLE I

PROCEDURES FOR APPLICATION FOR PURCHASE OF SANITARY SEWER TAP PERMITS

- 6.101 Sewer Service - General: No connection to a Southwest Suburban Denver Water and Sanitation District owned sewer main, shall be allowed prior to the purchase of a District tap permit and payment of appropriate Metro Wastewater Reclamation District fees.
- 6.102 Application: Applications for service must be filed with the District Manager and be accompanied by appropriate fees. Tap permits will not be issued prior to District preliminary acceptance of the sewer main to be tapped.
- 6.103 Fees: The sewer tap or connection fees shall be as shown on the District's Fee Schedule. All fees may be changed without notice by the Board of Directors.
- 6.104 All properties requiring water and sewer shall pay the applicable fees charged by the Denver Board of Water Commissioners, Metro Waste Water Reclamation District and Southwest Suburban Denver Water and Sanitation District.
- 6.105 Cancellation of Application and Refund of Fees: The District reserves the right to revoke any application previously granted before service has been provided.
- 6.106 Application for Sewer Service: All sewer taps must be purchased at the same time as water taps are purchased from Denver Water.
- 6.107 Denial of Application: The District reserves the right to deny application for service for any reason, including but not limited to:
- A. Connection of the system to applicant's existing plumbing would constitute a cross-connection to and unsafe water supply; or
 - B. The service applied for would create an excessive seasonal or other demand upon the facilities.
 - C. Failure to comply with the District's Rules and Regulations.

ARTICLE II

CONSTRUCTION PROCEDURES AND GENERAL REQUIREMENTS

- 6.201 All cost and expense incidental to the installation and connection of the water or sewer service shall be borne by the landowner, subdivider or developer. The landowner, subdivider or developer shall indemnify the Board for any loss or damage that may directly or indirectly be occasioned by the installation of the water or sewer service. No work shall be done by the District on Saturdays, Sundays or holidays unless written permission is granted by the District Manager.
- 6.202 The inspection fee for sewer main connections shall be as provided on the District's Fee Schedule. All permits, fees and licenses shall be paid for by the contractor, plumber or others doing work in the District prior to the start of construction. No work shall start until the District Engineer's office has been notified.
- 6.203 The District Engineer will inspect all sewer taps including stub-ins to the District's sewer mains during construction. The District Engineer requires a minimum of two working days' notice for inspections. Inspection should in no way be considered a guarantee of the contractor's work.
- 6.204 The sewer service line shall be PVC pipe with push on joints or any other material approved by the Board of Directors, subject to the limitations of the Uniform Plumbing Code requirements. The line shall be watertight and on a constant grade in a straight line, and not closer than five horizontal feet from any bearing wall.
- 6.205 Sewer service lines shall be installed in a separate trench, maintaining a ten-foot horizontal separation from the water service line. All sewer service installation shall be in accordance with the specifications of Southwest Suburban Denver Water and Sanitation District, Uniform Plumbing Code, Metro Waste-Water Reclamation District and Jefferson County Building Department.
- 6.206 No sewer tap connection shall be backfilled until construction has been inspected and accepted by the District Engineer. The contractor shall be responsible for maintaining safe conditions until such time as all inspections have been completed and the work accepted by the District.
- 6.207 No connections shall be made to any sewer line of the District, nor shall any service line laterals or extensions be laid or installed except by or under the supervision of a contractor licensed by the District. Prior to making any connection to the sewer system of the District, installing any sewer lines contemplated to be connected to the District system, or repairing of any sewer service within ten (10) feet of the connection to the District's sewer main, which are connected to the District main, the contractor must make application for a "Contractor's License", which application form will be furnished by the District and approved by the District Engineer. A licensed contractor must have at least three (3) years of experience in sewer construction. Before a license can be issued, applicant shall furnish to the District in form and in substance, certificates and copies of insurance coverage that meets the requirements of 6.209. The work on sewer service lines shall be done by approved contractors under the District's supervision, but plumbing work contracted for by an approved

plumbing contractor may be performed by the plumbing contractor through journeyman plumbers or apprentices under their direct supervision and shall meet the Colorado State Department of Health's Technical Plumbing codes.

- 6.208 Revocation of Contractor's License: The violation of any of these Rules and Regulations or the District installation specifications shall constitute sufficient grounds for revocation of the contractor's right to continue to work within the District. Whenever it appears a violation been committed, the contractor shall be sent written notice.
- 6.209 Liability insurance shall be carried by contractors licensed in the District in sufficient amounts to protect the District against any and all claims that may be occasioned by the work of the plumber or contractor. This insurance shall be written with a limit of liability of not less than \$100,000 for all damages arising out of bodily injury, including death, at any time resulting therefrom, sustained by any one person and not less than \$300,000 for all damages in any one accident and not less than \$500,000 for all damages arising out of the injury to, or destruction of property during the policy period. Worker's Compensation Insurance shall be carried in accordance with the provisions of the State of Colorado.
- 6.210 Upon approval of the District Engineer and upon receipt of the above insurance certificates, the contractor shall pay the license fee in accordance with the District's current fee schedule and such license shall be effective for the calendar year of issuance, subject to its revocation. Said license may be renewed for additional periods of one (1) year each January 1st, upon payment of a renewal fee and the furnishing of the required insurance certificates. Failure to renew the license for three (3) consecutive years shall require a new application to be made.
- 6.211 All contractors, plumbers and others doing work on any sewer main, service lines or structures in the District shall comply with applicable District, Jefferson County, Denver or State Highway Department regulations on excavation, backfill, compaction and restoration of surfacing. All excavations required for the installation of sewer service shall be open trench work unless otherwise approved. Pipe laying and backfill shall be performed in accordance with the standard specifications adopted by the District.
- 6.212 All construction work and materials shall meet the standards and specifications of Southwest Suburban Denver Water & Sanitation District, Metro Wastewater Reclamation District, the Denver Board of Water Commissioners and the Technical Plumbing Code of the Colorado State Health Department. The District's specifications may be obtained at the office of the District Engineer. The District's specifications may be more strict than those of other regulatory agencies and shall govern in instances of conflict.
- 6.213 All construction of sewer facilities shall be adequately guarded with barricades and lights so as to protect the public from hazard. Street, sidewalks, parkways, and other public or private property disturbed in the course of the work shall be restored in a manner satisfactory to the District.
- 6.214 Sewer service shall be furnished only to persons whose property is included within the District's boundaries which are subject to the rules, regulations and taxation by the District or as other-wise provided by existing contract.

6.215 Sewer Services - Ownership and Maintenance:

- A. Ownership - The sewer service line shall be owned by and installed at the expense of the tap permit purchaser.
- B. Maintenance - The customer shall maintain all service pipe and appurtenances, including but not limited to grease traps between the structure being served and the District sewer main. In those cases where grease traps or other filtering processes are employed, the District reserves the right to periodically review maintenance and schedules in accordance with Section 6, Article VII of the District's Rules & Regulations.

ARTICLE III

USE OF THE SEWER SYSTEM

- 6.301 No unauthorized person shall uncover, make any connection with or opening into, use, alter or disturb any District water or sewer main or appurtenances without first obtaining a written permit from the District.
- 6.302 The owner of the house, apartment or buildings of any nature shall be responsible for repair and upkeep of the sewer or water service lines from the meter or curb stop to the structure in cases of water service, and from the tap on the main to the structure in cases of sewer service.
- 6.303 Existing water or sewer service lines may be used in connection with new buildings only when found, on examination by the District Manager or District Engineer, to meet all the requirements of these Rules and Regulations.
- 6.304 A person owning land outside the boundaries of the District who desires service must include all of his land contiguous to the parcel upon which service is desired within the boundaries of the District, unless the Board determines otherwise
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- 6.305 Maintenance of the sewer service lines from the tap on the main to the unit shall be at the property owner's expense and shall be the property owner's responsibility. Should the service line and/or tap on the main need repair, the owner shall make such repairs within the time frame designated by the District. Depending on the severity of the repair as determined at the discretion of the District, which may include but not be limited to root intrusion, infiltration from cracks, offset joints or other sources, the owner may be required to make the repairs within a minimum of four weeks, but in no circumstance shall the repairs not be completed within ninety days of notification by the District. Shall the repairs not be made within the timeframe designated by the District, the District will proceed to make the repairs and bill the owner for the costs incurred.
- 6.306 Swimming Pools and Hot Tubs: No public or private swimming pool or hot tub shall be connected

to the sanitary sewer system. The District does not allow discharge from a swimming pool or a hot tub into its sanitary sewer system.

- 6.307 The District shall not allow any sub-drain, foundation or groundwater system including sump and sump pumps to be installed within its sewer line trenches and will not allow any such drainage systems to be connected to its sewer lines in any manner whatsoever, either directly or indirectly by discharging into floor drains or other plumbing fixtures or by any other means.
- 6.308 Where the District has allowed sewer mains six (6) inches or larger to remain the private property of the property owner, such private systems shall be cleaned at least annually by the property owner and more frequently if conditions and use of the mains so dictate. Manholes on the private systems will be inspected as part of the maintenance program. Every three (3) years, these lines must be TV'd. Copies of all cleaning and TV reports must be sent to the District no later than January 31st of each year.

ARTICLE IV

UNAUTHORIZED TAPS

- 6.401 Any contractor, developer, or other person who makes or causes to be made a tap on the mains of the District without first obtaining written permission from the District will be fined \$500.00 per day until an Application for Sewer Tap Permit has been submitted and approved and all fees and fines have been paid.

ARTICLE V

SINGLE-FAMILY ATTACHED, CONDOMINIUMS AND TOWNHOUSES

- 6.501 Separate and independent sewer service lines, in conformance with the Jefferson County Building Code or Uniform Plumbing Code, shall be provided for every single-family living unit. Each condominium, townhouse or single-family family attached structure shall have an individual sewer service line and tap for each living unit in the said structure.
- 6.502 Except as specifically herein provided, all of the District's Rules and Regulations applicable to single family detached residences shall apply to condominiums, single family attached dwellings, and townhouses constructed in the District.

ARTICLE VI

APARTMENTS, COMMERCIAL AND INDUSTRIAL PROPERTIES

- 6.601 The number of service lines required to serve sewer for an apartment building will be as established by the District, Jefferson County Building code and Metro Wastewater.

- 6.602 The District will require a system development fee as listed in the District's Fee Schedule to be paid for each building.
- 6.603 All other Rules and Regulations for the installation for service lines in the District will be applicable to the installation of service lines to serve apartment buildings.
- 6.604 Each non-residential structure hereinafter constructed shall comply with the applicable Rules and Regulations of the District, Jefferson County and Metro Wastewater Reclamation District. The District's system development fees will be charged based on the size of the water meter for each building.

ARTICLE VII^{*3}

OIL/GREASE AND OIL/SAND REMOVAL SYSTEMS

- 6.701 Oil/Grease (O/G) or Oil/ Sand (O/S) removal systems will be provided in all establishments which, as a part of their on-going operations, provide automotive repair and maintenance services, conduct food preparation, food processing, and/or related activities. The O/G and O/S removal systems help remove excess grease, oil and sand before it enters the District's collection system. O/G removal systems are typically used for the removal of grease and oil from businesses that prepare food. They also serve to remove solids which will settle from the waste stream. O/S removal systems are typically used for the removal of sand and oil from auto maintenance operations. O/G removal systems are not required for single family residences or multifamily residences, unless the multifamily residences have a common food preparation area.
- 6.702 By way of illustration, not by limitation, such businesses include restaurants, caterers, fast food establishments, hotels, motels, lodges, "bed and breakfast" facilities, bakeries, grocery stores, multifamily units with common kitchens or similar food preparation and service establishments, car washes, automotive service garages and similar automotive service establishments.
- 6.703 For the purposes of these Rules and Regulations, "oil or grease" is defined as animal or vegetable fat, oil, grease, or similar products or by-products having the same characteristics as animal fat, vegetable fat, oil or grease, as well as oil or grease petroleum products.
- 6.704 General Specifications for O/G and O/S Removal Systems: All businesses covered by this regulation will be required to install and maintain in good working order, O/G or O/S removal systems upon their respective business premises. All businesses required to install O/G or O/S removal systems shall submit plans and specifications for such systems to the District for its review and approval prior to the installation of any such removal system. No installed system will be used until the District inspects and approves the installation of such system. All removal systems will be of a type and capacity approved by the District but, at a minimum, must contain two compartments and must be designed to meet the standards established by the Denver Wastewater Division or the City of Littleton Englewood Wastewater Treatment plant's Industrial Waste Treatment Division, whichever is more

stringent. All systems will be located so as to be readily and easily accessible for cleaning and inspection and will be installed as follows:

- A. All plumbing fixtures and drains contributing waste flows containing oil, grease or sand will be connected to the O/G or O/S removal system, including but not limited to, kitchen and pantry sinks, dishwashers, all food and garbage grinder/disposal units, and all floor drains in areas where food is prepared and utensils are washed or areas where automotive maintenance is performed. Restroom facilities, showers and water closets will not be connected to the removal system.
- B. All O/G and O/S removal systems will be installed in a readily accessible location to facilitate periodic inspection, cleaning and oil, grease and sand removal. Where possible, the system should be installed in an exterior location, within the property lines of the business or premises, at the upstream end of the private service line.
- C. All removal systems will be vented as required by applicable provisions of the Uniform Plumbing Code, which provisions are incorporated herein by this reference. All removal systems shall have gas tight lids fixed upon each access way to each compartment.

6.705 Maintenance and Cleaning of O/G and O/S Removal Systems. Individual establishments are responsible for the maintenance and cleaning of their removal systems, as necessary, in order to avoid any obstruction and/or damage to any of the District's sewer facilities. All removal systems will be cleaned not less than every three months and more frequently if the following conditions are exceeded:

- a. For Oil/Grease removal systems the maximum reduction in capacity of the first compartment shall not be more than 20% and the second compartment shall not have a reduction of more than 5%. Percent reduction shall be calculated by taking the total liquid depth, the total depth of floating solids and the total depth of settled solids, measured in inches. The total reduction shall be the sum of the floating solids and the settled solids divided by the total liquid depth of the tank. The same procedure shall be used for both the first and second compartments. The total reduction for the entire system shall never exceed 25%. This shall be calculated by adding the reduction of the individual compartments.
- b. For Oil/Sand removal systems the maximum reduction in capacity of the first compartment shall not be more than 10% and the second compartment shall not have a reduction of more than 5%. Oil and floating material shall not be more than 1 inch in the first compartment and no visible floating material in the second department. Percent reduction shall be calculated by taking the total liquid depth, the total depth of floating solids and the total depth of settled solids, measured in inches. The total reduction shall be the sum of the floating solids and the settled solids divided by the total liquid depth of the tank. The same procedure shall be used for both the first and second compartments. The total reduction for the entire system shall never exceed 15%. This shall be calculated by adding the reduction of the individual compartments.

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All accumulated material within the removal system including but not limited to oil, grease, sand and other trapped sediments will be completely removed and disposed of in a manner approved by Metro Wastewater and Jefferson County environmental health department. The business owner or operator shall maintain adequate proof of such cleaning, which proof may consist of services bills or other documentation showing the date and volume of material removed. Records shall be available for District staff to inspect upon request and shall be available for the last 12 consecutive months.

6.706 Inspection of O/G and O/S Removal Systems. District representatives shall have the right to make periodic inspections of all removal systems. An annual inspection fee, as reflected on the District's Fee Schedule, will be charged to all customers having an O/G or O/S removal system to cover the costs of such inspections. During an inspection, the District representative may request and the business owner/operator shall provide maintenance records for the removal system.

*6 If upon inspection, any removal system is determined in the discretion of the inspecting District representative, not to be in compliance with either the maintenance requirements or specifications of these Rules and Regulations, the business owner/operator will be given written notification of non-compliance and charged a re-inspection fee. The District shall notify the business owner/operator the time within which all violations will be corrected.

6.707 Violations. If the violations have not been corrected within the time designated by the District, after written notification of non-compliance has been given, the District may have the business's removal system pumped and/or repaired. The District shall charge the business owner/operator for the cost of the pumping and/or repair, for any and all re-inspections of their removal systems required, and a fine as a result of non-compliance with these Rules and Regulations. The charge for re-inspections and fines for non-compliance will be established by the District Board of Directors. Failure of the business owner/operator to pay the fines and costs for damages incurred will result in disconnection of water service to the premises from the District's system and/or filing of a lien on the property.

*6 Any business that has received two (2) consecutive violations shall be required to provide cleaning records to the District's management office for a period of at least one year or longer until the business has had no violations for 12 consecutive months. Failure to provide the required cleaning records may result in disconnection of water service to the premises from the District's system and/or filing of a lien on the property.

ARTICLE VIII

ANNUAL SEWER SERVICE FEES

6.801 In order to cover the costs incurred by the District for operating, maintenance and capital replacement of the District's sanitary sewer system, the District assesses sewer service fees to its customers pursuant to the Colorado Special District Act, C.R.S. Section §32-1-1001(1)(j).

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6.802 The District renders invoices annually for its customers in February of each year. Payment of sewer service fees is due thirty (30) days from the date of the invoice. If the payment due date falls on a Saturday, Sunday or legal holiday, the payment due date will be the next regular business day.

Invoices for fees and any other notices are effective upon mailing said invoice or notice to the service address or a known current mailing address of the user as shown on the District's records.

- 6.803 The District's sewer service fees are based on the rates established by the Board of Directors. The Board may increase or decrease the District's rates at any time.
- 6.804 Service is presumed to be activated as of the date the sewer tap is inspected and approved by the District for the structure or premises. In the event that a user can prove to the District that a delay of more than six (6) months has occurred from the date the sewer tap was inspected and approved by the District Engineer to the actual commencement of service, charges will begin on the date of actual commencement of service. The date for the actual commencement of service is the date the certificate of occupancy was granted for each structure or premises. A copy of the certificate of occupancy must be provided to the District Manager.
- 6.805 All requests for transfer, termination or reactivation of District sewer service must be made in writing. The District's Utility Transfer Form (see Exhibit H) or Billing Information Change Request Form (see Exhibit I) must be used for all transfer requests and the District's Utility Transfer Fee must be paid. Notwithstanding the requirements for written notification, the current owner of a property will be liable for all charges imposed by the District on the property to which services are provided from the date such charges become due until such charges are paid and such charges will be a lien on the property served.

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- 6.806 Residential customers will be charged a flat rate annual sewer service fee. Flat rates are determined using the District's annual base rate and the District's prior year average annual water usage volumes (AAWU) for the District's residential developments. The District's annual base rate is based upon the expenditures projected for the District for the ensuing year.

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Commercial customers will be charged an annual sewer service fee based on the AAWU for their specific location multiplied by the District's annual base rate. When a commercial customer is new in the District such that actual water meter readings are not available to determine the customer's AAWU, the AAWU will be estimated using actual water meter readings for other commercial customers of similar type. Once actual water meter readings are available for the new commercial customer to determine their actual AAWU, an adjustment will be made to the annual sewer service fee for the following year.

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- 6.807 Service charges for which payments are not received by the due date will be deemed past due and subject to interest and delinquent charges according to the District's current fee schedule. All customer accounts with past due charges will be sent periodic billing statements on which interest and delinquent charges will be assessed as applicable. Whenever a billing statement includes interest and delinquent charges, the entire amount of the bill, including the interest and delinquent charges must be paid in full.

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- 6.808 If a customer's account has past due charges that remain unpaid ninety (90) days past the initial billing date, the District may initiate procedures for the discontinuation of service in accordance with Section 4, Article II of these Rules and Regulations and/or the District may file a lien on the property for which the account is delinquent in accordance with Section 4, Article III.

ARTICLE IX

DRY CLEANING FACILITIES

6.901 All dry cleaning facilities shall be inspected by the District on an annual basis. The operator shall maintain a summary of all cleaning chemicals used at the facility including the volume purchased and the volume recycled. Spill control plans must also be maintained at each facility, including provisions for preventing any spill from entering the floor drains.

Violation of this section may subject the operator to fines by the District, Metro Wastewater Reclamation District and the USEPA.

ARTICLE X

MOLYBDENUM DISCHARGES

6.1001 All discharges from cooling towers, boilers, closed-loop heat transfer systems, and any other cooling/heating system treated with molybdenum-containing water treatment chemicals are prohibited. The Metro Wastewater Reclamation District regulations issued pursuant to the Federal Clean Water Act and the Colorado Water Quality Control Act provide that any persons violating this prohibition within the Metro District's service area may be subject to penalties of up to \$32,500 per day for each such discharge.