

Water Pollution Control Authority

Town of Ridgefield

Town Hall Annex, 66 South Street
Ridgefield, Connecticut 06877
203 431-2734 t • 203 431-2737 f
Email: dvanness@ridgefieldct.org

PROCEDURE FOR SEWER HOOK UP

- Obtain application for permit from the WPCA office. Application for permit must be created by the WPCA Administrator, or reviewed by the WPCA Administrator prior to going to the Tax Collector for payment.
 - A sketch of the proposed physical connection and the location of the current septic tank along with any need for internal piping renovations will be required at this time.
 - If the installation requires a pump station, all drawings must be prepared by a Professional Engineer.
 - All proposed teardown construction projects shall require replacement of the sanitary sewer lateral between the new foundation wall and the point of connection at the sewer main. The current property owner is responsible for any condition tests (e.g., Televising the line) to prove to the WPCA as to the integrity of the line. The WPCA may approve the retention of the current lateral.
 - Sewer Ordinance: No property owner or contractor shall discharge the following into the Sanitary Sewer: Sump pumps, basement floor drains, storm water, roof run-off, subsurface drainage, A/C and refrigerating wastewaters, subsurface drainage, compressed air, steam or unpolluted industrial process waters.**
 - It will be the responsibility of the property owner to obtain any other permits from other departments as required.
- Take completed permit form to Tax Collector for payment of fees. The Hook-up fee for Sewer District 1 is \$5,700 per unit; District 2 is \$1,750 and can be paid in one lump sum, or over a 10-year period with 3% on the declining balance. Return permit to the WPCA office, with the Tax Collector receipt, for permit approval. Prior to issuing a permit, a copy of the drain installer's license (State Department of Consumer Protection) will be required.
- Licensed drain installer/plumber is required by the State to install the sewer lateral. The following licenses are the only ones acceptable for sewer connection work:
 - W-9 Contractor for storms and sewers
 - P-7 Exterior sewer lines only
 - P-1 Contractor who can install sewer lines and do interior plumbing
- The contractor must schedule an inspection with the Engineering Department (431-2752). This must be done 24 hours prior to construction of the sewer lateral and/or connection into the stub at the property line. Inspection must be conducted prior to backfilling. **An Engineered Drawing, or As-Built, must be filed with the WPCA office after installation.**
- Septic tank must be pumped and crushed or filled with clean sand (State Code) prior to actual hook in. Cesspools must be pumped and filled with clean sand. Must be verified with the Health Department.
- Billing for sewer use, which is separate from the sewer hookup fee, will routinely be September 1 of each year, paying in advance for the coming year's sewer use fee.

Water Pollution Control Authority Sewer Capacity Allocation Charges

Residential Use		Units
1	Single Family Residence (SFR) up to 4 bedrooms (+ 0.25 For Each Additional Bedroom)	1.00 per 4 BR +0.25 per each additional bedroom
2	Multi Family Residence with one floor per family or two half floors per family	1.00 per family
3	Accessory Apartments and Multi-Family Condominiums A. Apts. attached to a SFR or its garage, efficiency apts. or condo units, one-bedroom cottages on same lot as SFR or single bedroom apts. or condos; B. Cottages with more than one bedroom on the same lot as SFR, one bedroom and den or two bedroom or larger apartments or condo units	0.75 per unit 1.00 per unit
4		
5	Rooming House (Over six rentable rooms – Refer to Commercial Use #25) A. With up to two rentable rooms B. With up to six rentable rooms	1.75 2.00
6	House Trailers per road able unit	1.00
Commercial Use		
7	Automobile, Body/Detail Shops	2.00
8	Automobile, Car Washing Facilities	25.00
9	Automobile, Gas Stations	2.00 units
10	Automobile, Gas Stations with Wash Stalls (2.00 units per wash stall)	2.00 + 2.00 per stall
11	Automobile, Showrooms	1.50
12	Banks, Branch Offices	1.00
13	Banks, Main Offices	2.00
14	Beauty Parlors, Salons, Hair Cutting (Spas 0.50 per additional fixture)	0.50 per sink
15	Bowling Alleys (Excluding Dining Areas)	0.50
16	Dry Cleaners On-Site (Exclusive of laundries)	3.00
17	Day Care	1.00 per 1,000 sf
18	FSE, Bakery (+ 1 use unit per 100 sf of seating area)	3.00 + 1 per 100 sf seating
19	FSE, Catering	3.00
20	FSE, Delicatessen without seating (+ 1 use units per 100 sf of seating area)	3.00 + 1 per 100 sf seating
21	FSE, Restaurants, Major Inns w/Dining Rooms, Fountains, Bars, Luncheonettes, (1.00 unit per 100 sf of defined public seating)	1.00 per 100 sf of public seating area
22	FSE, Supermarket and Independent Grocery Stores	1.00 per 5,000 sf
23	Laundries (Self Serve)	1.00 per machine
24	Lodges	1.00
25	Motels per sleeping unit (Add 1.00 unit for Manager's Residence)	0.50
26	Offices, Professional (Doctors and Dentists)	1.00 per 1,000 sf
27	Offices, Professional (Other than Doctors/Dentists)	0.50 per 1,000 sf
28	Photo Shops (Developing on Premises)	2.00
29	Stores Large Retail (Excluding office space) per 10,000 sf or fractions thereof A. Office Space Additional	0.50 1.00 per 1,000 sf
30	Theaters, Playhouses	2.50
Industrial Use		
31	Hospitals, Nursing Homes A. Additional for non-bedroom areas	0.50 per bed 1.50 per 1,000 sf
32	Large Professional Building	1.50 per 1,000 sf
33	Municipal Buildings, Schools will be individually assessed	
34	Office Building without any assembly or lab facilities Office Building with manufacturing assembly or lab facilities	1.00 per 1,000 sf 1.50 per 1,000 sf
35	Warehouses/Storage (Excluding office space) per 10,000 sf or fractions thereof A. Additional per 1,000 sf of office space	0.50 1.00 per 1,000 sf

Industrial and Cooling Water: Industrial users having a need for treatment of industrial wastes of a character having heavy metals of BOD or SS in excess of 25% greater than the average of the plant shall have a private system installed designed to treat the wastes or receive approval from both the Town Engineer and the Connecticut DEP to discharge into the sewers without pre-treatment. No cooling water discharges shall be connected to the municipal sewage system.

Town of Ridgefield
Office of the Town Engineer
Sanitary Sewer Installation Specifications

1. Permit Requirements:

A permit from the Water Pollution Control Authority is required for all connections to the sanitary sewer system. Any work occurring within the Town of Ridgefield's right of ways requires a highway excavation permit obtained from the Highway Department on South Street. Any work occurring within the State of Connecticut's right of ways requires a permit from the State of Connecticut. Any work requiring the demolition of a septic tank requires a permit from the Town of Ridgefield Health Department while any plumbing work from the outside face of the basement wall in requires a permit from the Town of Ridgefield Building department. Both of these offices are located at the Town Hall Annex on Prospect Street.

2. Plan:

Prior to permit approval, the applicant shall submit a plan of the proposed installation. **A licensed installer or Engineer only shall complete the plan.** The Town Engineer will review the plan and requested revisions shall be made before a permit is issued. In general, the submitted plan shall conform to the following:

- Property Address, Owner, Date, and Scale shall be noted
- Drawn to a scale of 1"=40" maximum
- Legible and neat
- Location of existing septic tank
- Location of existing well
- Location of existing lateral
- Location of existing House
- Invert elevation of existing lateral
- Invert elevation of connection to house
- Proposed slope of pipe
- Location of cleanouts, bends, and appurtenances
- Type, length of pipe
- Disposition of existing septic tank

If the installation requires a pump, a Professional Engineer shall prepare all drawings.

3. Bends and Appurtenances:

All bends and appurtenances shall conform to ASTM D 3034. In general, 1/16 bends and 1/8 bends will be allowed, however, 1/4 bends will not be allowed. Cleanouts, comprised of a sanitary tee, cleanout adapter, and threaded cleanout plug shall be installed at each 1/8 bend and every 75 linear feet of sewer lateral.

4. 6-inch PVC Pipe:

PVC pipe for laterals shall conform to ASTM D3034, SDR 35, or ASTM F789. Rubber compression gasket bell and spigot or solvent weld type joints shall be used.

5. Trench Excavation:

Where excavations are made with paved portions of the roadway, the pavement shall be sawcut.

All excavation shall be made in such a manner and to such widths as will give room for properly installing and inspecting the pipes or structures that they are to contain and for such sheeting and bracing, pumping and draining as may be necessary and to conform to any applicable safety standards. The Contractor shall not use excavating equipment, which requires the trench to be excavated to an excessive width. The width of the trench for pipe shall be sufficient to allow thorough compacting of earth or gravel refill adjacent to the bottom half of the pipe. Enlargements of the trench shall be made to give ample space for required operations at the pipe joints. Hand excavation shall be employed whenever in the opinion of the Engineer, it is necessary to protect existing structures.

The Contractor's attention is directed to the fact that the sewer lateral pipe must have bearing on 6" minimum layer of crushed stone or screened gravel, thoroughly compacted for its entire length. Special care shall be taken to excavate accurately to grade. If the trench is over-excavated, it shall be brought to grade, by refilling with gravel, crushed gravel or crushed stone in compacted layers, each layer not to exceed 6" in thickness.

6. Trench Safety:

It is the Contractor's responsibility to ensure that all applicable OSHA open trench safety requirements are followed. It is not the Town of Ridgefield's responsibility to inspect each site for compliance.

7. Gravel or Crushed Stone Bedding:

Bedding shall conform to the bedding requirements as shown on the attached detail. In general, $\frac{3}{4}$ " processed gravel shall be placed to a depth of at least 6" underneath the lateral and carried up the trench to a point 12" above the pipe. All gravel shall be thoroughly compacted.

8. Laying Pipe:

When the pipe has been bedded satisfactorily and the joint made, the recess under the bell shall be refilled and tamped on each side of the pipe to hold it securely in place, care being taken not to disturb the position of the pipe during the process, and in such a manner that the bearing is distributed evenly over the entire length of the pipe.

The interior of the sewer shall, as the work progresses, be cleaned of all dirt and superfluous material of every description. The exposed ends of all pipes shall be provided with approved temporary covers fitted to the pipe so as to exclude water, earth, and other materials.

Care shall be taken that the pipe is laid accurately, according to lines and grades shown. Bells shall be laid ahead. No pipe may be brought into position until the preceding length has been bedded and secured in place.

The use of the in-place pipe to drain trench water shall not be permitted unless the Engineer gives the Contractor special permission.

The minimum grade for all sewer laterals shall be ¼" per foot.

9. Jointing:

All joints shall be the rubber gasket type. Both bell and spigot shall be clean and dry and lubricants, primers, adhesives, etc., shall be applied as recommended by the pipe or joint manufacturer's specifications before the joint is assembled. Joints shall be made in a workmanlike manner following the manufacturer's instructions.

Where a pipe must be cut to complete the laying of a line, suitable adapters or closures must be used to produce a watertight joint.

10. Backfill:

Selected material from site excavations shall be used for backfilling trenches. Select material shall consist of earth or sand or well-graded gravel with a maximum size of 4". The Contractor shall use suitable excess material from excavations in other portions of the work or from approved gravel pits. Material shall be carefully deposited in uniform layers not exceeding 6" in depth with each layer being carefully and solidly tamped with appropriate tools.

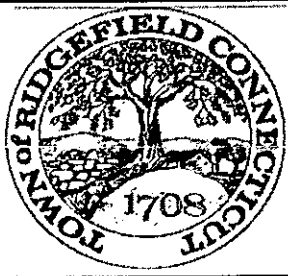
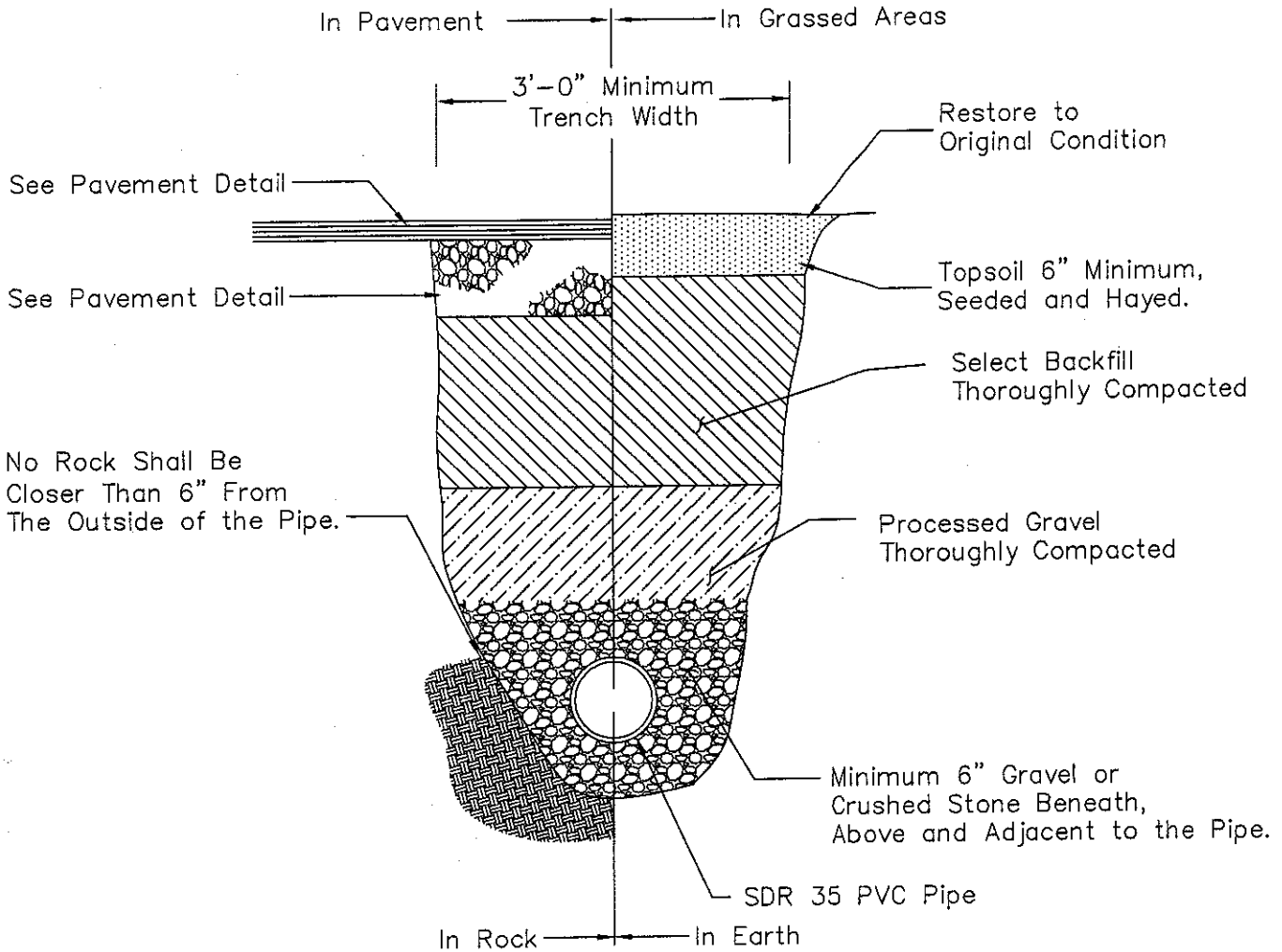
Backfill for the remainder of trenches and excavations shall be approved material free from organic matter. No large stones shall be used in the trench until there is at least 2" of fill over top of the pipe and, in depositing stone, care must be taken not to injure the pipe. Stones, which are used in backfilling, shall be distributed through the mass that all interstices are filled with fine material. Backfill shall be deposited in layers and solidly compacted.

11. Inspection Requirements:

An inspection is required of all work. The Engineering Department at 431-2752 must be notified at least 24 hours in advance to schedule an appointment. All pipe, gravel bedding, and connections must be in place and inspected prior to backfill.

12. As-Built Drawings:

The contractor must prepare an as-built drawing of the installation. Precise locations of all bends, cleanouts, and connections together with elevations must be shown.



TOWN OF RIDGEFIELD
OFFICE OF THE TOWN ENGINEER

TRENCH DETAIL (TYPICAL)

DATE: 6/7/2002
SCALE: N.T.S.

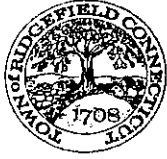
DRAWN BY: J.M.
CHECKED BY: C.R.F.

SHEET NO.
1 OF 1

NOT DOWN MY DRAIN

- **Fats, Oils and Grease** (Put all grease in containers and wipe grease from pans and deposit in your regular trash bins.)
- **Baby Wipes and Diapers** (These products usually state they are "Flushable" NONE of these products are flushable and should not be put down any drain. This will clog pipes, drains and pumps.)
- **Feminine Products**
- **Paints and Stains**
- **Motor Oil, Auto Fluids**
- **Household Cleaners**
- **Beauty Products**
- **Lawn Care Products**
- **Photographic Supplies**
- **Paper Towels/Napkins**
- **Meat & Poultry Bones**
- **Medicines, Needles**
- **Egg Shells, Fruit Pits**
- **Coffee Grounds**

If questions, please call the Town Of Ridgefield's Water Pollution Control Authority at 203-431-2734



TOWN OF RIDGEFIELD • WPCA
66 Prospect St., Ridgefield, CT 06877
(203) 431-2734 t (203) 431-2737 f
Sanitary Sewer Connection As-Built

Date: _____ Permit No. _____

Property Address: _____

Contractor/Installer: _____ Assessor Number/Tax I.D.: _____ -- _____

Sketch: (Include labels and distances to all appurtenances, bends, pipe sizes, and foundation penetration location)
