

**DPW and WPCA Sanitary Sewer Permit Process and
Sanitary Sewer Main Extension Policy**

Adopted July 7, 2021

A. Definitions. Unless the context specifically indicates otherwise, the meaning of terms used in these provisions shall be as follows:

a. CHIEF

The Chief of Operations and Public Works, City of Norwalk, or the person named by the Chief of Operations and Public Works to perform the duties of the "Chief" in his absence, in the enforcement provisions of this chapter.

b. CT DEEP

State of Connecticut Department of Energy and Environmental Protection

c. DRAINLAYER or LICENSED DRAINLAYER

Either an individual, partnership or corporation to whom the city has issued a license to install, alter or repair sanitary sewers, sanitary sewer connections, house connections, etc., during the period when such license is valid, and the proper agents and representatives of such "drainlayer."

d. GRINDER PUMP

A mechanical device that shreds solids and pumps sanitary sewage from a building to the public sewer or low pressure sewer system.

e. GRINDER PUMP DISCHARGE LINE

The low pressure line from the grinder pump to the public sanitary sewer or low pressure sanitary sewer system.

f. LOW PRESSURE SANITARY SEWER SYSTEM

A pressurized system that collects, pumps and conveys sanitary sewage from multiple parcels to a public sanitary sewer. The system consists of grinder pumps, grinder pump discharge lines, low pressure sanitary sewer main, and any other system appurtenances.

g. PRIVATE SANITARY SEWER COLLECTION SYSTEM

All pipes, manholes, appurtenances, metering stations, siphons, the intercept sewer system, force mains and lines connected to the sanitary sewer system, and all other ancillary facilities and property utilized for the conveyance of sanitary sewage, including laterals owned by the respective property owners, which is owned by, located on, and services, certain adjacent private properties.

h. STANDARDS

City of Norwalk Standard Detail Drawings and Specifications, as amended from time to time.

i. SANITARY SEWER or DRAIN

The pipe or conduit, together with manholes and other structures or equipment appurtenant thereto, provided to carry sewage, waste liquids, stormwater or other wastes. "Sewers" shall be classified as follows:

(1) PUBLIC SEWER

A trunk, main or lateral sewer up to and including the Y-branch or tee provided for connection thereto, and to which all owners of abutting properties have equal rights and which is controlled by public authority. The "public sewer" does not include the building or house sewer or the building-connection lateral after it is connected with a building sewer.

(2) SANITARY SEWER

A sewer which carries only sanitary sewage and to which stormwater, subsoil drainage and cooling water are not intentionally admitted.

(3) COMBINED SEWER

A sewer receiving both stormwater and domestic sewage, including acceptable discharge of industrial wastes, subsoil drainage and cooling water.

(4) STORM SEWER or STORM DRAIN

A pipeline carrying stormwater, subsoil drainage, acceptable cooling water or other reasonably clean waters, but excluding domestic and polluted industrial waste.

(5) BUILDING DRAIN

That part of the lowest horizontal piping of a building drainage system that receives the discharge from the soil, waste and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five feet outside the inner face of the building wall.

(6) BUILDING OR HOUSE SEWER

The extension from the building drain to the public sewer.

(7) BUILDING-CONNECTION LATERAL

The pipe laid incidental to the original construction of a public sewer from said public sewer up to some point at the side of the street, highway or similar location and there capped, having been provided and intended for extension and for use at some time thereafter as a part of a building or house sewer connection.

B. Sanitary Sewer Permit Process—General Requirements

- a. Proposed Plans for sanitary sewer extension, connection, disconnection, removal or modification to be submitted to DPW Principal Engineer for review with two (2) hard copies of such plans and an electronic copy of the plans in pdf format submitted to: dpwpermits@norwalkct.org.
- b. Please confirm if modification to the sanitary sewer main or extension is proposed.
- c. Identify any City of Norwalk easements on the parcel (i.e., sanitary sewer or storm water).
- d. Confirm if there will be any temporary discharge to the sanitary sewer or any other dewatering activities to the sanitary sewer during construction. If applicable, submit State of Connecticut Department of Energy and Environmental Protection discharge permit application.
- e. Submit size and quantity of existing and proposed water meter(s) for the project.
Note: Please provide copies of latest water bill and any local water department signoffs.
- f. Sanitary Sewer Flow Calculations to be submitted to DPW with proposed plans.
Please calculate and provide existing and proposed daily wastewater flows (average, maximum) for the site. Sewage flow calculations should be based on TR-16 “Guides for the Design of Wastewater Treatment Works,” Connecticut Department of Public Health – Public Health Code, or other good engineering practice standards.
- g. Sanitary Sewer Flow Monitoring
 - i. Residential parcels of 10 units or greater and mixed-use/commercial parcels proposing a discharge of 5,000 gallons per day or greater are required to conduct sanitary sewer flow monitoring and prepare a sanitary sewer capacity analysis report. The WPCA may determine other projects require sanitary sewer flow monitoring. This decision will be made once the requested flow calculations are submitted to DPW for review.
 - ii. Sanitary sewer flow monitoring shall be a minimum of 4 weeks (monitoring should include two (2) rain events, with at least one significant event of 0.5 inches or greater) of the sanitary sewer main as directed by the WPCA.
 - iii. A sanitary sewer capacity analysis is required to show that the existing and proposed peak flow will provide at least 40% reserve capacity remaining in each section of the sanitary sewer main as directed by the WPCA. Sewage flow calculations should be based on TR-16 “Guides for the Design of Wastewater Treatment Works”, Connecticut Department of Public Health – Public Health Code, or other good engineering practice standards.
 - iv. Applicants must provide any Connecticut Department of Energy and Environmental Protection (“CT DEEP”) issued discharge permits with their Application.

- v. CT DEEP – New Discharge Reporting Requirement (Greater than 50,000 gpd):
In accordance with the City of Norwalk’s NPDES Permit, Section 4(B), the Norwalk WPCA must provide written notification to CT DEEP that a new domestic discharger has applied to discharge in excess of 50,000 gallons per day (gpd) to the City’s collection system.
- h. Sanitary Sewer Connection Fees
 - i. Applicant to submit a copy of the latest water bill.
 - ii. Applicant to provide local water department approvals, if the existing water meter is required to be upgraded to a larger size.
 - iii. If the existing water meter size is to remain, applicant to provide written correspondence from the local water department that states that the existing water meter size is to remain.
 - iv. The mentioned items will help WPCA determine the correct sanitary sewer connection fee to be assessed.
 - v. Parcels serviced by well water will be assessed a sewer connection fee in comparison to the 5/8” water meter size sewer connection fee rate.
- i. Existing Septic Tank
 - i. Abandonment of the existing septic tank system is to be coordinated with the Norwalk Health Department.
 - ii. Submission to DPW and WPCA for approval of sanitary sewer connection.
- j. WPCA Fats, Oils & Grease Program:
Food Preparation Establishment (Class 2, 3 and 4), if applicable, submit the following:
 - i. Identify size and location of grease recovery units
 - ii. Include grease recovery unit details (cut sheets / shop drawings)
 - iii. Include floor plumbing and grease waste lines and invert elevations on drawings
 - iv. Provide equipment schedule on drawings

Note: Information assistance can be found in the WPCA’s FOG Program packet – please contact WPCA
- k. Garage Floor Drains:
If garage floor drains exist or are proposed as part of the project, an oil / water separator connected to the City sanitary sewer system would be required and approved by the CT DEEP and WPCA. If applicable, submit the following:
 - i. Identify size and location of oil/water separator
 - ii. Include oil/water separator details (cut sheets / shop drawings)
 - iii. Include all plumbing to/from oil/water separator on drawings
- l. Covered and Uncovered Parking:
 - a. Storm drain systems within covered parking areas must be designed, inspected, and final acceptance signed and sealed by a professional engineer licensed in the State of Connecticut. The storm drain systems shall have pretreatment (i.e. oil/water separator) and discharge into the sanitary sewer system in accordance with the CT DEEP and City of Norwalk requirements.
 - b. Industrial Pretreatment Program registration and a CT DEEP Miscellaneous General Permit (Miscellaneous Industrial User) application for the discharge of the

oil/water separator to the sanitary sewer is required. Please contact WPCA to fulfill this condition.

- c. Uncovered parking areas are not permitted to discharge into the sanitary sewer.

C. Sanitary Sewer Main Extension

a. Submissions.

- i. Applicants for a sanitary sewer main extension must submit to DPW the DPW required permit application documents and WPCA Site Plan Review Checklist requirements. For planning purposes, after all submissions as required, the average time for review will be up to 60-90 days for a viable project.
- ii. Applicant's engineer to submit estimated cost of construction of the project.
- iii. Applicants must submit to DPW an Affidavit regarding Applicant's ownership and control of sufficient funds to complete any proposed sanitary sewer main extension project.
- iv. DPW shall post the project materials submitted by the applicant on the DPW Website prior to the public hearing.

- b. Review and Preliminary Approval by DPW and WPCA. In order for the WPCA Board to schedule a hearing to consider the proposed sanitary sewer main extension, the City of Norwalk DPW Principal Engineer and WPCA Staff must first conduct a preliminary technical review to confirm the proposed plan is viable with respect to the City approval process including, but not limited to, the design, installation, testing and as-built related items based on the City of Norwalk Design Detail and Specifications, TR-16 "Guides for the Design of Wastewater Treatment Works," Connecticut Department of Public Health – Public Health Code, or other good engineering practice standards as determined by the DPW Principal Engineer, and recommend to WPCA to be considered by the Board for preliminary approval. In the event any changes to the plans are made after such preliminary approval by the WPCA Board, the Applicant must resubmit the revised plans to the DPW Principal Engineer and WPCA Staff for review.

c. Notification of Neighbors.

- i. Notice of Application Submittal: All applicants shall notify by a certificate of mailing the owners of land that abut or are directly across the street from the subject parcel and within 50 feet of any portion of the proposed sanitary sewer main extension within ten (10) days of submitting an application to the DPW and WPCA for extension of the sanitary sewer main. The name of the owners shall be taken from the latest Tax Assessor records. Proof of mailings shall be evidenced by providing a certificate of mailing that must be submitted to the DPW Principal Engineer immediately following mailing.
- ii. Public Hearing Notice:
 - 1. Before the WPCA shall permit any sanitary sewer main extension, the WPCA shall hold a public hearing in relation thereto, at which all persons shall have an opportunity to be heard. Notice of the time and place of such hearing, together with the location of the proposed

sanitary sewer main extension and materials submitted by the Applicant, shall be published in the form of a legal advertisement appearing in a newspaper having a substantial circulation in the City of Norwalk. WPCA has determined that The Hour is the newspaper having a substantial circulation in the City of Norwalk for purposes of this notice. Said publication shall not be more than fifteen (15) nor less than ten (10) days prior to the date of such public hearing.

2. Any application for which a public hearing is required, the applicant shall notify by certified mail, return receipt requested at least fifteen (15) days prior to the public hearing, the owners of land that abut or are directly across the street from the subject parcel (which parcel shall include the sewer main extension area). The name of the owners shall be taken from the latest Tax Assessor records. When a condominium is located across the street, or abuts the subject proposal notification may be sent to the condominium association in lieu of the individual unit owners. Evidence of certified mailings and evidence of payment for legal notice publication shall be submitted by the applicant to the DPW Principal Engineer on or before the public hearing date. (See attached Notification form as Exhibit B).

iii. Payment for Legal Notice Publication

1. Applicants shall be responsible for payment for the publication of four legal notices in The Hour newspaper. The first notice will advertise that an Application has been received. Thereafter, two notices will advertise the application's public hearing date and one will advertise the Commission's action on the application.
2. The WPCA will provide the required legal notices to The Hour. Applicants must contact The Hour at the address given below to arrange for payment of the required notices in advance of their publication date.

Classified Advertising Manager
Hearst Media Services Classifieds Department
The Hour
301 Merritt 7 Suite 1 Norwalk, CT 06851-1075
Email legals@hearstmediact.com
Phone: (203) 330-6327

- d. WPCA Public Hearing required pursuant to Conn. Gen. Stat. Section 7-247a.
- e. WPCA Board Approval required.
- f. If WPCA Board approval granted, the WPCA shall refer such proposal to the Planning Commission for report for the extension of the sanitary sewer system area of the City pursuant to Conn. Gen. Stat. Section 8-24.
- g. After the report of the Planning Commission, the WPCA shall submit such proposal to Public Works Committee of the Common Council for approval for the extension of the sanitary sewer system area of the City.
- h. Planning and Zoning Commission Approval of Project.

- i. Permit Holder to execute DPW Permit Agreement.
- j. Conditions of City Sanitary Sewer Main Extension:
 - i. As provided in WPCA approval and in DPW Permit Provisions (Terms and Conditions)
 - ii. Applicant shall post a bond in the amount determined by the Chief, which bond shall guarantee satisfactory performance of the proposed method of ground drainage and sewage disposal.
 - iii. Construction of sanitary sewer extension must be completed pursuant to the Final Plans prior to issuance of a building permit but not later than three (3) years from the date stamped on the DPW approved plan.
 - iv. Install lateral stub (with cap) behind the curb line with cleanout to surface with a cap for adjacent properties and in locations as directed by DPW Principal Engineer.
 - v. Encroachment Permit for City ROW.
 - vi. State DOT Permits required for State Roads.
 - vii. Applicant to obtain easements, if required, at no cost to the City of Norwalk.
 - viii. Vacuum Test (Manholes) & Pressure Tests (Main Line) Required.
 - ix. Maintenance and Protection of Traffic Plans in conformance with MUTCD standards will need to be reviewed and approved prior to issuance of permits.
 - x. DPW inspectors and engineers to be present for inspection pursuant to the DPW Permit Provisions (Terms and Conditions). If a project is of sufficient size based on the project cost, length of sewer extension and availability of DPW staff as determined by the Chief, DPW may retain a consultant to be available for inspection of the project at the Applicant's cost.
 - xi. After completion of installation, submit to DPW as-built plans and profile with video of final completed installation.
 - xii. If final completed installation is satisfactory to DPW Principal Engineer, DPW Referral to WPCA Board for final acceptance.
- j. All approvals for sanitary sewer main extensions shall expire within one (1) year from the date of approval. An extension may be granted when requested in writing prior to the expiration date to the Chief for consideration.

D. Lateral Design and Connections—Procedures and Requirements

All new construction, repairs and/or rehabilitation of sanitary sewer laterals in the WPCA's service area shall comply with the requirements of this Policy and the City of Norwalk Standard Detail Drawings and Specifications.

a. LATERAL CONNECTIONS

The size, slope, alignment, materials of construction of sanitary sewer laterals, and the methods to be used in excavating, placing the pipe, jointing, testing, and back filling the trench, shall all conform to the requirements of the City of Norwalk Standard Detail Drawings and Specifications or as specified by DPW.

All costs and expenses incidental to the installation and connection of laterals shall be borne by the owner. The owner shall indemnify and hold harmless the WPCA from any loss or damage that may result from the installation of the lateral sanitary sewer.

The minimum lateral pipe size shall be six (6) inches both within and outside the right-of-way or easement.

i. Lateral Materials

This is a list of approved materials for use in lateral construction.

- a. PVC Pipe SDR 35 – ASTM D 3034
- b. PVC Pipe SDR 32.5 – ASTM D 2241
- c. PVC Pipe Schedule 40 – ASTM D 2466 (only where approved by DPW Principal Engineer)
- d. PVC Pipe Schedule 80 – ASTM D 2467 (only where approved by DPW Principal Engineer)
- e. Ductile Iron Pipe – ANSI A21.51 Class 50 or AWWA C151 (minimum). Glands on mechanical joint pipe and fittings shall be ductile.

DPW Principal Engineer shall establish pipe installation requirements or site specific factors that must be taken into account during design, material selection, and construction of sanitary sewer laterals.

ii. Depth, and Slope of Lateral

The minimum depth and slope of laterals shall be as follows:

1. Pipe Depth

The minimum depth from the finished grade to the crown of all laterals shall be 42 inches.

2. Pipe Slope

The minimum slope shall be 2.0% (1/4" per foot).

For laterals eight (8) inches and larger, the slope may only be reduced if justified by the design flow.

iii. Location, Length, and Spacing of Lateral

The location, maximum length, and spacing of laterals shall be as follows:

1. Location

The location of the lateral shall be as follows:

- a. All properties shall be served from the street side of the property. Laterals shall be constructed perpendicular to the property line of the property they are going to serve and shall be located a minimum of five (5) feet from the side property line.
- b. Sanitary sewer laterals shall be located a minimum of ten (10) feet away from all water services (measured horizontally). If a 10 foot (10') horizontal separation cannot be maintained from such water services, then an eighteen inch (18") vertical separation is required pursuant to the State of Connecticut Department of Public Health Regulations.
- c. Where possible, laterals shall not cross abutting properties if the existing gravity sanitary sewer can be extended to serve the property.

If crossing an abutting property is unavoidable, laterals shall not cross more than one (1) property. A dedicated easement on the abutting property shall be recorded on the Norwalk Land Records.

Properties to the rear may not be crossed.

d. Typical installations should locate the sanitary sewer lateral five (5) feet downstream of the centerline of the lot.

e. Sanitary sewer laterals shall not be connected to existing or proposed manholes, unless it is approved by the WPCA on a case-by-case basis. In circumstances where flow monitoring is required, structures may be required in developments having a flow of 5,000 gallons per day or more.

f. Sanitary sewer laterals shall not be installed closer than 4 feet from an existing or proposed manhole.

2. Length

The maximum lengths for laterals are as follows:

a. On-site length – No maximum length. Cleanouts shall be provided pursuant Section C(a)(iv).

b. Offsite Length – One hundred (100) feet.

The off-site length includes the total distance within both the abutting property (if crossed) and the right-of-way.

3. Spacing between adjacent laterals

The minimum horizontal distances between adjacent laterals and their connections are as follows:

a. Laterals on the same side of the street/sanitary sewer – ten (10) feet.

b. Laterals on opposite sides of the street/sanitary sewer – four (4) feet.

iv. Cleanouts

Cleanouts shall be installed on all laterals as follows:

1. Location

Laterals shall include a cleanout at the property line and if such cleanout exceeds sixty (60) inches from the building exterior, a second wye cleanout shall be installed and located between eighteen (18) and sixty (60) inches from the building's exterior. The cleanout shall be extended to grade.

Lateral cleanouts shall also be installed where bends greater than or equal to 45 degrees are used to build the sanitary sewer lateral.

2. Spacing

Cleanouts shall be spaced a maximum of every one hundred (100) feet.

3. Size

Cleanouts shall match the size of the lateral pipe up to a maximum of eight (8) inches or as specified by the DPW Principal Engineer.

4. Type

Cleanout covers shall be a threaded-type, water tight and capped at all times. Covers within the paved areas shall be metallic and able to withstand traffic loads in compliance with the City of Norwalk Standard Detail Drawings and Specifications.

v. Lateral Backwater Valve Installation

The WPCA recommends that the lowest floor elevation with gravity service is a minimum of one (1) foot above either the first upstream or first downstream manhole cover elevation.

If this condition cannot be met due to the natural topography of the area, then a sanitary sewer backwater valve must be installed upstream of the lateral cleanout outside the building. Backwater valves shall be installed and maintained at the owner's expense.

vi. Point of Connection

Laterals shall connect to sanitary or combined sanitary sewers at manufactured mainline fittings.

Saddle connections are only allowed if a manufactured fitting does not exist. Connection shall be a seated saddle that will not allow the lateral to protrude into the sanitary sewer main. The cut into the existing sanitary sewer shall be core drilled. Saw cuts and hammer taps are not allowed. Saddles shall be Geneco Sealtite, Inserta Tees or approved equal by the DPW Principal Engineer.

vii. Maximum Number of Building Connections

Common laterals are prohibited.

No more than one (1) building will be permitted to connect to a lateral.

Common laterals for one (1) building with multiple residential units are also prohibited, except for the following:

1. Apartment buildings.
2. Condominiums where different floors have different owners.

The intent is to have individually owned residential units served by individual laterals.

Industrial facilities will be evaluated on a case-by-case basis.

viii. Future Connections

Laterals installed for future connections shall be terminated at the right-of-way, easement or by direction of the DPW Principal Engineer in an area that best benefits the City and shall be sealed with a manufactured cap/stopper made specifically for the purpose of sealing/capping the end of the sanitary sewer to ensure 100% water tightness.

A tracer wire shall be installed (taped) on the top of the pipe along the entire length of the lateral from the sanitary sewer terminating at a one-half (1/2) inch metal locator rod at the end of the plugged line to within three (3) feet of the finished grade.

ix. **Connections Utilizing an Existing Lateral**

The owner and/or contractor shall perform a Closed Circuit Television (CCTV) inspection to verify that the lateral does not have any defects. Inspections shall take place in the presence of the DPW's inspectors and/or engineers. Existing laterals may be reused if the existing PVC pipe is in good condition or such existing lateral is rehabilitated by the installation of a cured in place pipe liner.

The Chief is in charge of the final review and approval of existing laterals for reuse.

Inspected laterals not suitable for rehabilitation shall be abandoned and properly capped or replaced pursuant to the City of Norwalk Design Detail and Specifications and as may be required by the DPW Principal Engineer.

x. **Lateral Disconnection**

Existing sanitary sewer laterals serving buildings that are being demolished and/or laterals that are not approved for reuse shall be disconnected or plugged per requirements of this Policy.

There are two methods to properly disconnect or plug existing laterals connected to the WPCA's sanitary sewer system: Excavation Method, and Trenchless Method. City of Norwalk Standard Detail Drawings and Specifications show the requirements of these two methods. Both methods require the existing lateral to be abandoned to within two (2) feet of the sanitary sewer main.

New lateral connections will not be approved by the WPCA until the old laterals are plugged and properly abandoned.

b. **PROHIBITED LATERAL CONNECTIONS**

The WPCA's Sanitary Sewer Ordinance states that only laterals with approved discharges may connect to the wastewater system. Approved discharges include domestic waste and all other commercial and/or industrial discharges that have a valid, current permit issued by the WPCA. No person shall connect a lateral to a sanitary or combined sewer when the lateral has any of the following sources of clear water:

1. Foundation/footing drains;
2. Sump pumps with or without foundation drains connected;
3. Roof drains;
4. Heat pump discharge;
5. Cooling water; or
6. Any other sources of clear water, such as, but not limited to, yard and/or driveway drains.

In each area of the City of Norwalk in which a project of separation of combined storm water and sanitary sewer lines has been or is to be undertaken, the owner or owners shall separate all storm water

from the property that discharges into the WPCA’s sanitary sewer system. Such separation shall be completed at such time as improvements are made to the property.

c. **CONNECTION TO BRICK SANITARY SEWERS**

Connections to brick sanitary sewers will be evaluated on a case-by-case basis.

If the connection is allowed, a concrete collar shall be installed to provide reinforcement to the brick sanitary sewer pursuant to the City of Norwalk Standard Detail Drawings and Specifications. The connection shall be core-drilled after the collar has been installed.

The connector shall be a PVC SDR-35 pipe stub with non-shrink grout to provide a watertight connection.

If connections to the brick sanitary sewer can be avoided, the WPCA may require the lateral to be connected to an alternate connection point.

d. **CONNECTION OF STORM LATERALS**

Connection of a new storm lateral to the WPCA’s wastewater system is prohibited.

E. Sanitary Sewer Facilities—Procedures and Requirements

a. **Private Sanitary Sewer Collection System**

- i. Private Sanitary Sewer Collection Systems are not permitted without the approval of the Chief.
- ii. If any portion of the proposed Private Sanitary Sewer Collection System will be located in a private road, it will be up to the discretion of the Chief as to whether or not to permit the project to proceed.
- iii. Applicant shall make all submissions required for a sewer main extension to DPW as provided in Article C, Sections (a) and (b) of this Policy.
- iv. Simultaneously with the submission of the application for a sewer permit for a Private Sanitary Sewer Collection System:
 1. All applicants shall notify by a certificate of mailing the owners of land that abut or are directly across the street from the subject parcel and within 50 feet of any portion of the proposed Private Sanitary Sewer Collection System within ten (10) days of submitting an application to the DPW and WPCA for such Private Sanitary Sewer Collection System. The name of the owners shall be taken from the latest Tax Assessor records. Proof of mailings shall be evidenced by providing a certificate of mailing that must be submitted to the DPW Principal Engineer immediately following mailing; and
 2. Notice of the application for sewer permit for such Private Sanitary Sewer Collection System, together with the location of the proposed Private Sanitary Sewer Collection System with online access to materials submitted by the Applicant, shall be published in the form of a legal advertisement appearing in a newspaper having a substantial circulation

in the City of Norwalk. Said publication shall not be more than ten (10) days after such Application is submitted to the DPW.

(See attached Notification form as Exhibit D)

3. Applicants shall be responsible for payment for the publication of one legal notice in The Hour newspaper which will advertise that an Application has been received.
4. Evidence of certified mailings and evidence of payment for legal notice publication shall be submitted by the applicant to the DPW Principal Engineer on or before the WPCA Board meeting date on which the application will be considered.
5. The WPCA will provide the required legal notices to The Hour. Applicants must contact The Hour at the address given below to arrange for payment of the required notices in advance of their publication date.

Classified Advertising Manager
Hearst Media Services Classifieds Department
The Hour
Merritt 7 Suite 1 Norwalk, CT 06851-1075
Email legals@hearstmediact.com
Phone: (203) 330-6327

- v. If a Private Sanitary Sewer Collection System is approved by the Chief, such application shall be submitted to the WPCA Board for approval.
- vi. Approval by the WPCA Board is required.
- vii. If WPCA Board approval granted, the WPCA shall refer such proposal to the Planning Commission for report for the extension of the sanitary sewer system area of the City pursuant to Conn. Gen. Stat. Section 8-24.
- viii. After the report of the Planning Commission, the WPCA shall submit such proposal to Public Works Committee of the Common Council for approval for the extension of the sanitary sewer system area of the City.
- ix. If approvals by the Chief, WPCA Board, Planning Commission and Common Council are obtained, a private sanitary sewer maintenance agreement shall be executed and recorded on the Norwalk Land Records for all participating properties which will include a delineation of ownership and maintenance responsibilities. In addition, the owners of such Private Sanitary Sewer Collection System shall establish an escrow with the City for continued maintenance of such system.
- x. Connection Fees for each parcel in the Private Sanitary Sewer Collection System connecting to the sanitary sewer system of the City of Norwalk shall be determined by WPCA in accordance with the general requirements for sewer permits in Article B, Section (h) of this Policy. No connection fees may be charged by the owner of the Private Sanitary Sewer Collection System to adjacent properties seeking connection to such Private Sanitary Sewer Collection System.

1. All proposals for low pressure sanitary sewer systems shall include drawings, specifications, flow data, and any other applicable data signed and sealed by a professional engineer registered in the State of Connecticut and submitted to the Chief.
 2. The low pressure sanitary sewer system shall be sized to accommodate all properties along the sanitary sewer route as well as any other growth, which may occur from such sanitary sewer extension. The system, at a minimum, shall be designed with a 25% additional capacity reserve.
 3. A capped grinder pump discharge line (capped in accordance with the grinder pump manufacturer recommendations) is required from the proposed low pressure sanitary sewer system main to the property line for each property along the low pressure sanitary sewer system route.
 4. Duplex lift systems shall be provided for commercial and industrial buildings.
 5. The property owners shall be responsible for installation, ownership, maintenance, repair and replacement of the grinder pumps, grinder pump discharge line, low pressure sanitary sewer system, and any other system appurtenances.
- iii. The City is not responsible for any backups into structures or damages resulting from grinder pumps or low pressure sanitary sewer systems that overflow onto the owner's parcel or other locations because of, but not limited to, a loss of power or plugging.
- F. **Effective Date.** Any existing private gravity, low pressure sanitary sewer, or pump stations and force mains will remain private. This policy only applies to new construction and sanitary sewer permits issued after the date this policy is adopted by the WPCA Board (the "Effective Date").

EXHIBIT B

FORM OF NOTIFICATION LETTER FOR APPLICATION FOR SANITARY SEWER MAIN EXTENSION

[DATE]

Via Certified Mail

Return Receipt Requested

[NAME AND ADDRESS OF NOTICE PARTY]

Re: Application No. _____

[NAME OF APPLICANT AND ADDRESS OF SUBJECT PARCEL]

Dear Sir or Madam:

Be advised that _____ [INSERT NAME OF APPLICANT] has applied for a permit to construct a sanitary sewer main extension for property located at the following address: _____ [INSERT STREET ADDRESS], District __, Block ____, Lot _____. The proposal is for the construction of a sanitary sewer main extension to be located as shown on the map attached hereto and related work.

The City of Norwalk Water Pollution Control Authority will conduct a Public Hearing on this proposal on [INSERT DAY OF THE WEEK AND DATE], at 7:30 p.m. [INSERT LOCATION OF MEETING OR PROVIDE VIRTUAL ACCESS INFORMATION SUCH AS "via Zoom meeting"].

The attached legal notice for the Public Hearing contains a link for instructions for accessing the Zoom meeting.

You are being notified because your property abuts or is located directly across the street from the subject parcel or the location of the proposed sanitary sewer main extension. In the event the sanitary sewer main extension is approved and constructed and your septic system fails or requires repair, you will not be permitted to repair your septic system and you will be required to connect to the sanitary sewer main extension.

The application is on file in the Department of Public Works Office, City Hall, 125 East Avenue, Norwalk, Connecticut 06856-5125, and will be posted online at the following link:

[INSERT LINK]

Very truly yours,

Attachment (Legal Notice)

EXHIBIT D

**FORM OF NOTIFICATION LETTER FOR APPLICATION
FOR PRIVATE SANITARY SEWER COLLECTION SYSTEM**

[DATE]

Via Certified Mail

Return Receipt Requested

[NAME AND ADDRESS OF NOTICE PARTY]

Re: Application No. _____

[NAME OF APPLICANT AND ADDRESS OF SUBJECT PARCEL]

Dear Sir or Madam:

Be advised that _____ [INSERT NAME OF APPLICANT] has applied for a permit to construct a private sanitary sewer collection system for property located at the following address: _____ [INSERT STREET ADDRESS], District __, Block ____, Lot _____. The proposal is for the construction of a private sanitary sewer collection system to be located as shown on the map attached hereto and related work.

You are being notified because your property abuts or is located directly across the street from the subject parcel or the location of the proposed private sanitary sewer collection system.

The application is on file in the Department of Public Works Office, City Hall, 125 East Avenue, Norwalk, Connecticut 06856-5125, and will be posted online at the following link:

[INSERT LINK]

Very truly yours,