

ORDINANCE NO. 06-06-07-2
AN ORDINANCE ESTABLISHING STANDARDS FOR THE
CONSTRUCTION OF BUILDING SEWERS (HOUSE CONNECTIONS)
FOR THE ELKHART COUNTY REGIONAL SEWER DISTRICT

WHEREAS, under Indiana Code 13-26 The Elkhart County Regional Sewer District, Elkhart County, Indiana ("District") has the power to, and has approved plans and specifications for, and has determined to provide for the collection, treatment, and disposal of sewage;

WHEREAS, the Elkhart County Regional Sewer District ("District") is constructing a sewage collection system for the Heaton Lake Community for the purpose of protecting public health and the environmental quality of the Heaton Lake Community and surrounding areas; and

WHEREAS, the District needs to establish certain rules, regulations and requirements for landowners to follow in connecting their improvements and extending their plumbing to the sewage collection system.

WHEREAS under Indiana Code §13-26-5-1 et seq the District has the power to adopt an ordinance establishing rules, regulations and requirements for landowners to follow in connecting their improvements and extending their plumbing to the sewage collection system.

NOW, THEREFORE, BE IT RESOLVED, ESTABLISHED, AND ORDAINED by the Elkhart County Regional Sewer District, Elkhart County, Indiana that:

1. PROTOCOL FOR ONSITE SEPTIC SYSTEM ABANDONMENT The Protocol for Onsite Septic System Abandonment, a copy of which is attached hereto as "Exhibit A", along with any revisions subsequently made thereto by the District, shall be the procedures followed for septic system abandonment.

2. RULES AND REGULATIONS OF BUILDING SEWER (HOUSE CONNECTIONS) The Rules and Regulations of Building Sewer (House Connections), a copy of which is attached hereto as "Exhibit B", along with any revisions subsequently made thereto by the District, shall be the rules, regulations and requirements for connecting improvements and extending plumbing to the sewage collection system.

3. BUILDING SEWER CONNECTION APPLICATION The Building Sewer Connection Application, a copy of which is attached hereto as "Exhibit C", along with any revisions subsequently made thereto by the District, shall be used as the application for a landowner to connect his/her/their improvements and extend his/her/their plumbing to the sewage collection system.

4. SCHEMATIC DRAWINGS The Schematic Drawings, a copy of which is attached hereto as "Exhibit D", along with any revisions subsequently made thereto by the District, shall be used in conjunction with the implementation of "Exhibit B" and "Exhibit C".

5. GOVERNING EFFECT. This Ordinance shall be governed by and construed in accordance with the provisions of Indiana Code 13-26 concerning Regional Sewer Districts

ORDAINED AND ADOPTED this 7th day of June, 2006.

ELKHART COUNTY REGIONAL SEWER DISTRICT

By Scott Robinia

Scott Robinia

By Michael Machlan

Michael Machlan

By Robert Watkins

Robert Watkins

By Glen Duncan

Glen Duncan

By (ABSENT)

Adlai Schrock

Building Sewer Application/ Permit Steps

Building Sewer Application packets are available from Jackie Cuatepotzo at 4230 Elkhart Rd. Goshen, IN 46526

- 1) Complete a Building Sewer Application and pay the \$50.00 fee.

Please note: Each property owner, as set forth in the latest entry in the transfer books of the County Auditor is required to sign the application prior to receiving the permit. **Additionally**, contractors are also required to sign the application.

- 2) Obtain from Jackie Cuatepotzo a blank design sheets (for detailing the building sewer connection and site plan), Rate Ordinance No. 1-2014-0001 and Ordinance No. 06-06-07-2 for Construction of Building Sewers (which details the building sewer specifications, household connection and proper septic abandonment). The homeowner **must** become familiar with these documents as they outline homeowner responsibility as well as terms of violations.
- 3) Complete the blank design sheet (site plan). This should show lot boundaries, home location, well location, existing septic location and the new building sewer line **with distance description**. If your home is located on a corner lot, please be sure to illustrate and label the streets bordering your property. This drawing must be to scale with permanent references and points of location. Please follow the example design sheet as closely as possible. This is to be filled out by the homeowner or contractor and **returned** to Jackie Cuatepotzo at 4230 Elkhart Rd. Goshen, IN 46526. The design sheet needs to be provided to be considered for approval of permit/connection.
- 4) Have the work (house connections and building sewer) completed when the line becomes available for connection. Do not cover until inspector has approved.
- 5) Contact Jackie Cuatepotzo at (574) 320-4857 to request an inspection. Ms. Cuatepotzo will work with the inspector to schedule inspections of the building sewer, household connection and septic abandonment. Only upon inspector approval and clearance, the work site can be covered.
- 6) If any corrections to the above mentioned activities are required, steps 4 and 5 will need to be repeated and additional fees will be applied.

This process which includes the building sewer, house connections and septic abandonment must be approved by the inspector within the prescribed 90 day period.

Protocol for Onsite Sewage System Abandonment

When the use of an onsite septic system or any component is discontinued, proper abandonment or removal procedures must be followed. All tanks must be properly abandoned to prevent future safety hazards due to unsecured tank openings or from tank collapse. The homeowner may desire to remove other components for aesthetic or practical reasons. The homeowner is responsible for the abandonment and removal process. It is important to make sure that the abandonment or removal process is not a health or safety threat to those conducting the procedure, to the homeowners or to others in the community.

To reduce the risk from an abandoned onsite septic system, the following steps must be followed. We recommend that the persons involved in these procedures wear personal protective gear and take necessary occupational safety precautions. Do not re-use any of the materials removed from the abandoned septic system other than specified herein.

Procedures

A. Tanks:

1. Disconnect power at the source to all electrical controls and remove all controls and panels. Remove all electrical lines (including buried service lines) that will not be used for other purposes.
2. Have licensed septic tank cleaner pump the contents from all tanks (septic and dosing chamber) in the system.
3. a) Remove the tank riser and tanks or b) crush the lids and risers into the tanks and punch a hole in the bottom of the tank.
4. Backfill the holes or tanks with free sand, flowable fill, or other granular material, concrete, or soil material (no organic fill) that can be compacted to prevent settling. If an elevated sand mound or at-grade system is being abandoned, sand, aggregate and soil cover from the system may be used for filling the tank(s). When materials are used for filling tank(s), the procedures in Section C (below) must be followed except for C. 3. d.
5. Properly grade.
6. If the house connection is being routed through the existing tank, the tank walls must be crushed.

B. Drywells:

1. Have a licensed septic tank cleaner pump all contents from the drywell(s)
2. Remove or crush the lid into the drywell(s).
3. Backfill the hole with sand, concrete, flowable fill or granular soil material.
4. Re-establish cover to the desired level.

C. Absorption Fields:

1. The components of the absorption field may be left intact if there are no plans to use the area for other purposes. Maintain vegetative cover.
2. If effluent has surfaced, cover those areas with hydrated lime.
3. If components of the absorption field are to be removed:
 - a. Allow sufficient time after the system is taken out of service and the tanks have been properly abandoned to assure that the entire absorption field is completely dry.
 - b. Have a contractor remove the distribution network (pipes), aggregate and sand (if any) from the site.
 - c. The contractor must dispose of the system components and soil removed at a licensed landfill.
 - d. Properly grade.

Rules and Regulations for House Connections

1. Permit Requirements
2. Permit Fee
3. Special Requirements
4. Illegal Connections
5. Sump Pump Certification
6. Abandonment of Septic Systems
7. House Connections
8. House Connection Construction
9. Inspection
10. Trench Excavation
11. Testing

1. Permit Requirements

No connection with or extension of neither any public sanitary sewer nor any construction, alteration or repair of any pipe, conduit or facility between the sanitary collector line and any building shall be made without previous permit authorizing the same.

An application for permit must be submitted for approval to the ELKHART COUNTY REGIONAL SEWER DISTRICT c/o Jackie Cuatepotzo, 4230 Elkhart Road, Goshen, IN 46527

Emergency repairs may be made without previous permit during weekends, evenings and holidays as long as a permit is obtained during the next business day.

Such repairs are still subject to the ELKHART COUNTY REGIONAL SEWER DISTRICT inspection and therefore must be left uncovered until inspected.

Suitable safety protection shall be erected until the work can be inspected and backfilled. Contractors shall assume liability for the construction site until all work including final surface replacement is completed.

Nothing in this rule shall relieve the Applicant from obtaining Elkhart County Excavation Permits.

2. Permit Fee

No permit for construction or alteration of any sanitary sewer, conduit, or connection to a public sanitary sewer lateral shall be issued until and unless applicant has paid the permit fee.

3. Special Requirements

A permit may, at the discretion of the District, embrace special provisions and conditions as to the use of grease traps, size of pipe, method of construction, backfill requirements or similar detail.

4. Illegal Connections

No person shall provide for or permit the drainage of any cellar, swimming pool, water cooled air-conditioned system, or any storm water or surface water, roof drains, foundation drains, sump pumps or area drains, directly or indirectly, into any sanitary sewer or any portion thereof.

5. Sump Pump Certification

Upon the transfer of real property within the ELKHART COUNTY REGIONAL SEWER DISTRICT, the owner / agent must certify that any sump pumps, roof drains, area drains, etc. are not connected to the sanitary sewer system. The District may allow sump pumps used exclusively for sanitary sewage.

6. Abandonment of Septic Systems

Please see District's On-Site Sewer System Abandonment Rule.

7. House Connections

In all house connections, each property shall be separately and independently connected with the sanitary sewer, and for the purpose of this regulation, each side of a so-called double house shall be considered as a separate property and each side must have a separate house connection located entirely within its boundaries if topographically feasible.

The foregoing provisions shall not apply to any double house with a single house connection, which was constructed prior to the passage of these regulations, except as hereinafter provided.

If the ELKHART COUNTY REGIONAL SEWER DISTRICT shall determine that such a double house with a single house connection, or either side of such double house, is in a condition detrimental to human health because of such single connection, by reason of the inadequacy of the connection or its interior appurtenances, or by reason of failure to maintain such single connection or appurtenances in proper working order owing to divided responsibility, such officer shall notify the owner of each side of such double house to cause his side to be separately and independently connected to the sewer system within 90days after such notification as provided in the Sewers User Ordinances of the ELKHART COUNTY REGIONAL SEWER DISTRICT. Any owner who shall fail to make such connection within said time shall be deemed in violation of these ordinances.

In the case of apartments in a single building where pursuant to a general plan of development all apartments are designed for and operated under a single administrative ownership responsible for the maintenance of sewer connections, one house connection may be made from each building to the sanitary sewer and so maintained while such building remains under a single ownership.

In the case of two or more such buildings, each shall be connected to the sanitary sewer by separate house connections.

In the case of condominium type apartment complexes, each individual apartment shall be treated as a single house requiring a separate connection unless there exists an agreement for construction and maintenance of common sanitary facilities, approved by the ELKHART COUNTY REGIONAL SEWER DISTRICT.

No house connection shall be covered until so ordered by the ELKHART COUNTY REGIONAL SEWER DISTRICT or its authorized representative.

Ample notice (48 hours) must be given the inspector in order that he/she may examine the work before ordering the backfilling to begin.

Any part of the work which may have been covered without previously obtaining the consent of the ELKHART COUNTY REGIONAL SEWER DISTRICT or its agent, shall be uncovered for his examination if so ordered by him.

The backfilling around a house connection shall be so executed as not to injure the joints of the pipes.

The backfill shall be so compacted as to permit the restoration of the surface of the street as nearly as possible to its former condition, or as specifically required by the District Engineer.

The house connection shall be located at least 50 feet from any water supply well serving a residence; however, if this is unobtainable, the line must be constructed of solvent welded schedule 40 pipe or equal with a minimum of 20 ft. section centered on the well, providing at least 10 feet of isolation in all directions from the coupling.

The Contractor must guarantee the work for a minimum of one year.

8. House Connection Construction

Cleanouts

At **least two** cleanouts must be provided on every house connection and must match the largest diameter pipe.

Location(s) of cleanout(s) shall be governed by the following consideration:

- One Cleanout must be within five (5) feet of the building wall.
- One Cleanout must be installed at the edge of the public ROW or easement containing the sanitary sewer main.
- Maximum pipe run between cleanouts shall be one hundred (100) feet.
- A maximum of 135 degrees of bend without additional clean out.
- No 90° elbows

Cleanouts shall be constructed as follows:

- Cleanout base shall be a straight Tee fitting only.
- Riser pipe shall be of the same diameter as the lateral pipe.
- Riser pipe will be brought up within 3" of finished grade.
- Riser shall be capped with a threaded screw plug to assure no debris or runoff will enter the cleanout.
- When a cleanout is placed in a parking area, driveway or other area where traffic will likely cross the top of the riser a cast iron cover shall be installed to match finished grade (see detail), and shall be supported with compacted earth or a cement base as needed to maintain cover at finished grade.

Any exceptions to this requirement will be considered provided they meet the approval of the ELKHART COUNTY REGIONAL SEWER DISTRICT and prior acceptance of the lateral installation by ELKHART COUNTY REGIONAL SEWER DISTRICT Inspector.

Pipe Installation:

No gravity type house connection shall be less than four inches (4") internal diameter.

Each house connection shall be laid on an even grade and straight line, where feasible.

The grade of house connection wherever possible shall not be less than two percent (2%) nor greater than ten percent (10%); but in every case shall be subject to the judgment of the inspector.

Where necessary because of inadequate fall to the sanitary collection system, sewage pumps or ejector systems will be accepted, provided they meet all requirements of the Indiana State Plumbing Code.

A minimum of two inches (2") internal diameter pipe suitable for pressure service shall be used for the force main section of the system.

The remainder of the system shall meet the specifications for a gravity house connection.

Mechanical or other pressure type joints shall be utilized in the force main.

Cover Over Pipe

The pipe shall have additional protection in all areas with less than thirty inches (30") of cover.

This protection shall consist of the placement of the sewer pipe inside a larger diameter concrete or iron pipe.

Connection to Sewer Main:

Where available, connections to the sewer main (collector line) shall be through the use of "tees" or "stubs".

Otherwise, saddle or manhole connections shall be used.

Such saddle connections shall be made up to the upper half of the sewer main and shall be completely sparged with concrete after inspection of the connection.

House connections to manholes will be permitted providing the connection is cored into the structure and uses a high-performance flexible connector. The new flow shall be properly channeled into the existing channel.

Grease Trap

A properly designed ventilated grease trap shall be interposed between the house connection and the kitchen and pantry sinks of every hotel, eating house, restaurant, cooking establishment or gasoline service station.

No trade wastes, such as those from factories, laundries, dairies, etc. shall be discharged into the sanitary sewer except by special permission of the ELKHART COUNTY REGIONAL SEWER DISTRICT.

9. Inspection

Sewer inspection is available from 8:00 A.M. to 4:00 P.M. Monday through Friday except for holidays.

The rate for out-of-hour sewer inspections shall be computed at 1½ times the inspector's rate, with a minimum of 1½ times the inspector's rate.

The abandoned tank cover must be crushed and the tank must be open for inspection.

Whenever possible, requests for sewer inspection should be made forty-eight (48) hours in advance by calling Jackie Cuatpotzo, the designated representative of the ELKHART COUNTY REGIONAL SEWER DISTRICT.

10. Pipe Classification and Pipe Requirements

The pipe used for either house connections or sewer extensions must meet the requirements of the most recent ASTM specifications and good engineering practice.

"House Connections"

Poly Vinyl Chloride - Minimum 4" PVC Schedule 40 or 6" SDR 35 PVC with cemented coupling joints or rubber compression **joints**.

House connections cannot be "up-sized" when connecting to a clean out or the public lateral.

11. Trench Excavation for House Connections

Selected backfill material approved by the District Engineer or designated representative shall be deposited in the trench uniformly, in lifts not exceeding twelve inches (12"), and each lift shall be thoroughly compacted to the satisfaction of the Engineer.

12. Testing

The contractor shall perform an air or a water test on the line, at his own expense, **in the presence** of a representative of the ELKHART COUNTY REGIONAL SEWER DISTRICT. Air tests must be conducted as outlined in ASTM C.828-80 and water tests will be the 10' standpipe on high end.

Final acceptance will not be granted until the entire installation has passed these tests.

AMENDED and ADOPTED by the ELKHART COUNTY REGIONAL SEWER DISTRICT the 5th day of September 2007.

Elkhart County Regional Sewer District
Building Sewer Permit Application
Residential, Commercial, or Industrial

The undersigned being the owner(s) of the property located at _____
do hereby apply to install and connect a building sewer to service the residential, commercial, or industrial
building at said location (circle one).

The name and address of the person/contractor who will perform the work:

Name Address

Signature of Contractor Phone Number

In consideration of the granting of this permit, the undersigned, its successors, and assignees agree:

1. To accept and abide by all provisions of all Ordinances of the Elkhart County Regional Sewer District and all other pertinent ordinances, rules or regulations including those that may be adopted in the future.
2. To maintain the building sewer and lateral at no expense to the District.
3. To notify the regional sewer District at least twenty-four (24) hours prior to commencement of work proposed and again at least forty-eight (48) hours prior to inspection of any underground portions of the installation.
4. An as-built drawing of the building sewer connection must be submitted upon completion of the connection and prior to inspection. Site drawings must be available at the time of inspection if changes occurred after submission of the original.
5. No cross-connections from storm or drain tiles, or sump pumps rare NOT permitted to be made and interior plumbing is subject to inspection to verify that these connections have not been made.

Signature of Owner(s)

Signature of Owner(s)

Printed Name

Printed Name

Address

Phone Number

Tax Map Parcel No. _____

Date of Application: ____/____/____

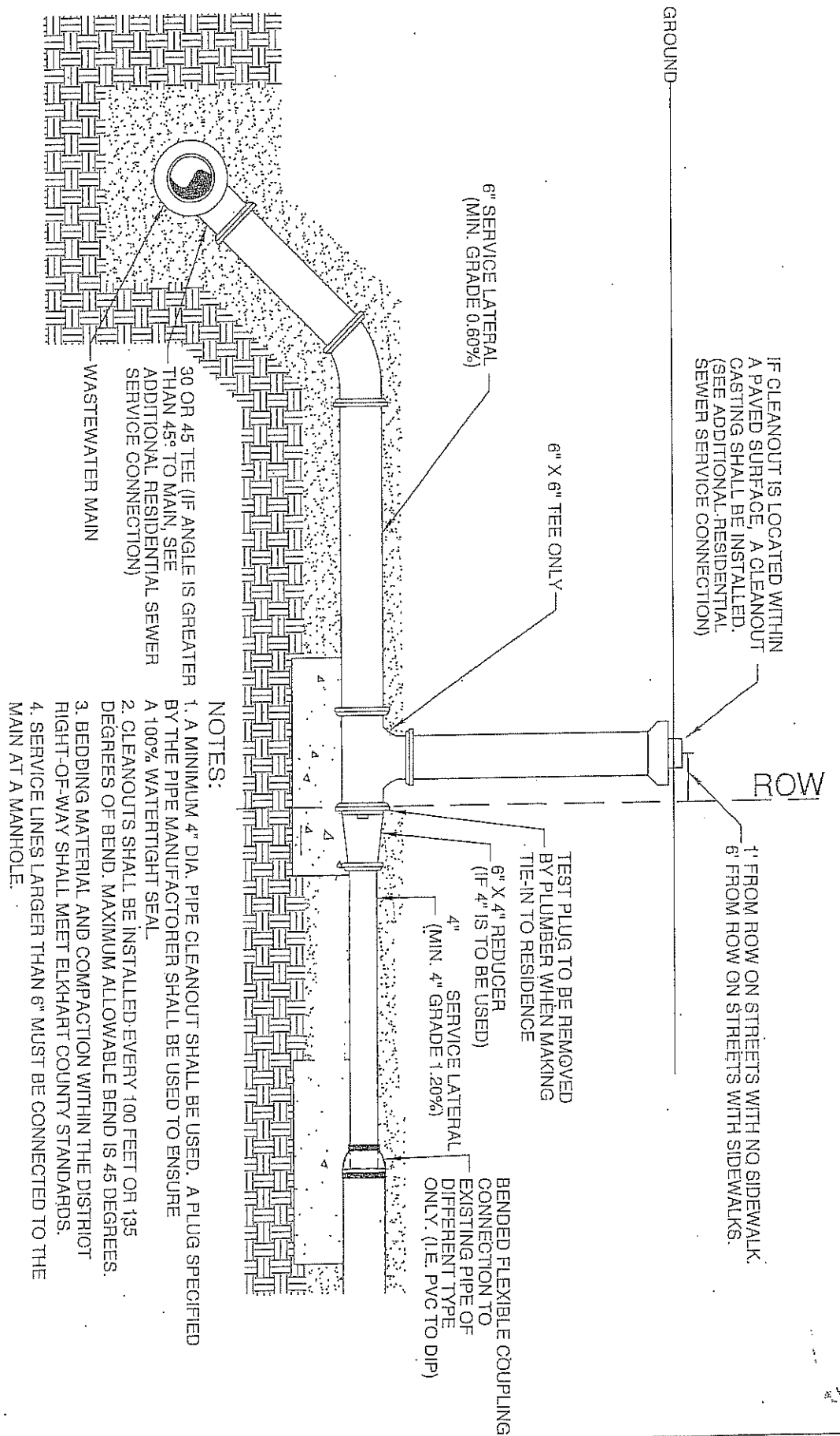
**PLEASE NOTE: PERMITS WILL ONLY BE GRANTED IF THE CONTRACTOR OR OWNER HAS
FILED THEIR PERFORMANCE BOND AND LIABILITY INSURANCE WITH THE DISTRICT**

Elkhart County Regional Sewer District			
	Date	Amount	Initials
Inspection Fee			
Connection Fee			

Inspection made on ____/____/____ and system approved by _____

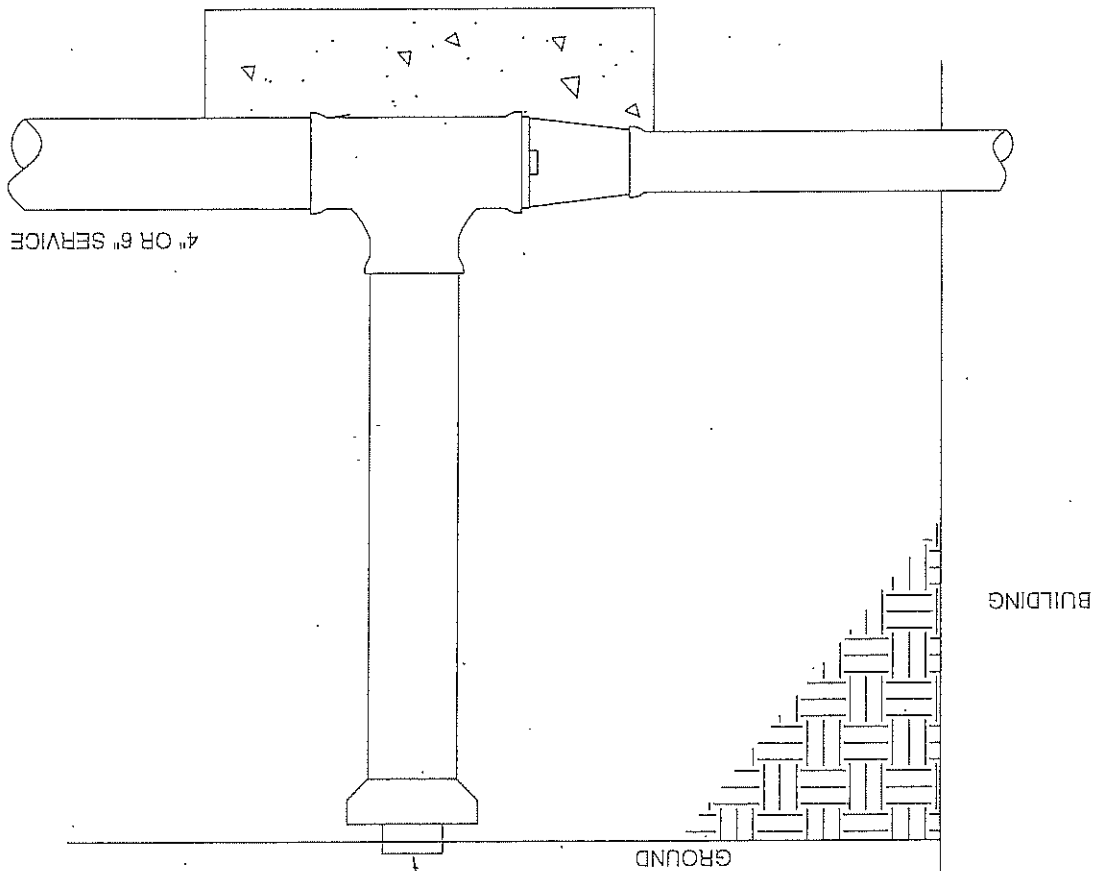
Inspector signature

☐ Check here if additional history can be found on the as-built drawing



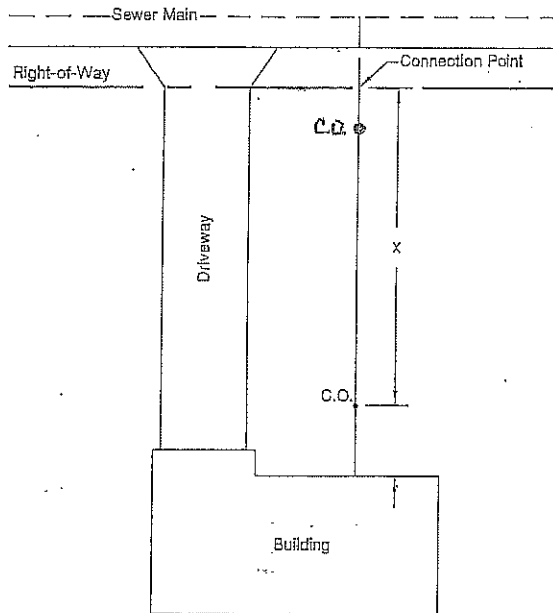
NOTES:

1. A MINIMUM 4" DIA. PIPE CLEANOUT SHALL BE USED. A PLUG SPECIFIED BY THE PIPE MANUFACTURER SHALL BE USED TO ENSURE A 100% WATERTIGHT SEAL.
2. CLEANOUTS SHALL BE INSTALLED EVERY 100 FEET OR 135 DEGREES OF BEND. MAXIMUM ALLOWABLE BEND IS 45 DEGREES.
3. BEDDING MATERIAL AND COMPACTION WITHIN THE DISTRICT RIGHT-OF-WAY SHALL MEET ELKHART COUNTY STANDARDS.
4. SERVICE LINES LARGER THAN 6" MUST BE CONNECTED TO THE MAIN AT A MANHOLE.



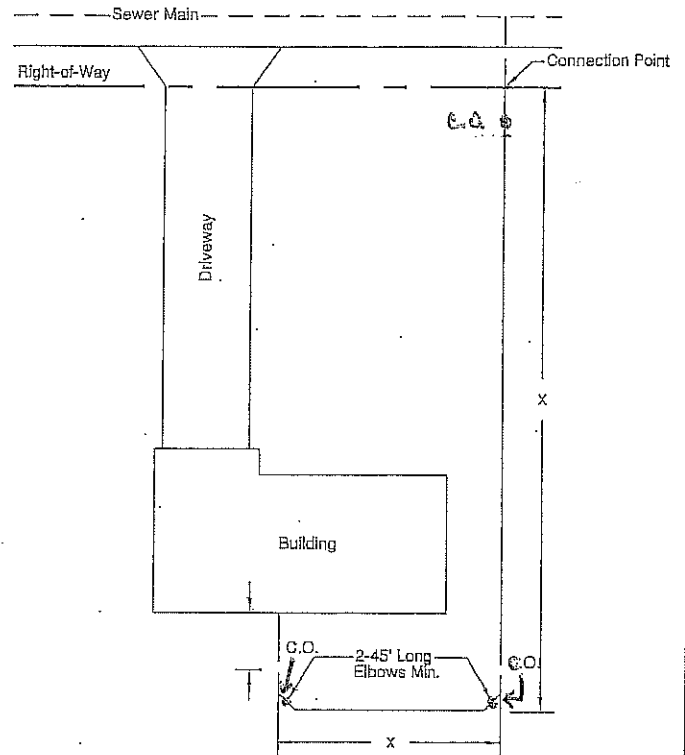
A MIN. 4" DIA. CLEANOUT
SHALL BE INSTALLED WITHIN
5' OF OUTSIDE BUILDING WALL.
A PLUG SPECIFIED BY THE PIPE
MANUFACTURER SHALL BE USED
TO ENSURE 100% WATER-TIGHTNESS.

Straight Connection



If Distance 'X' is Greater Than 100', An Additional C.O. is Required

Around the Building Connection



C.O.'s required between 45° elbows

If Distance 'X' is Greater Than 100', An Additional C.O. is Required

ADDRESS:

BUILDING HOOKUP SCHEMATIC

Created by:
Date:

Revised by:
Date:

CONTRACTOR:

CONTACT NAME:

PHONE #:

CELL #:

Building

Main Sewer Line

ADDRESS:

BUILDING HOOKUP SCHEMATIC

Created by:
Date:

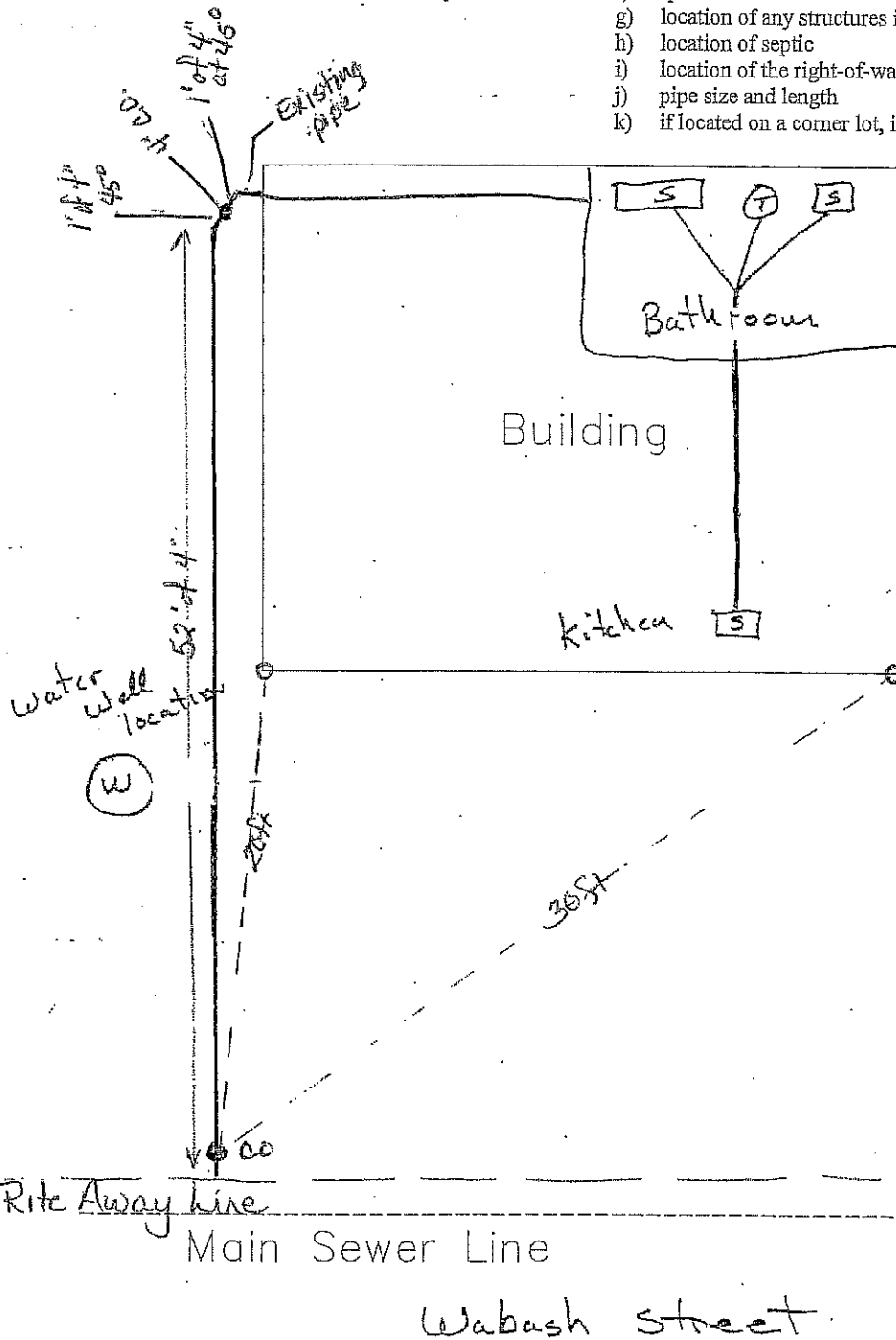
Revised by:
Date:

* EXAMPLE *

* Show which way is north

Be sure your schematic legibly marks the following:

- existing pipe
- degree of bend(s)
- distance of house connection from the home and well
- distance and pipe size surrounding each cleanout
- location and distance of the water (lake) edge if applicable
- 'permanent' location reference points and distance from each cleanout
- location of any structures in which the lateral runs under (garage, porch, etc)
- location of septic
- location of the right-of-way
- pipe size and length
- if located on a corner lot, illustrate and label all bordering streets



* EXAMPLE *

ADDRESS:

BUILDING HOOKUP SCHEMATIC

Created by:
Date:

Revised by:
Date:

CONTRACTOR:

CONTACT NAME:

PHONE #:

CELL #:

Building

Main Sewer Line

ADDRESS:

BUILDING HOOKUP SCHEMATIC

Created by:
Date:

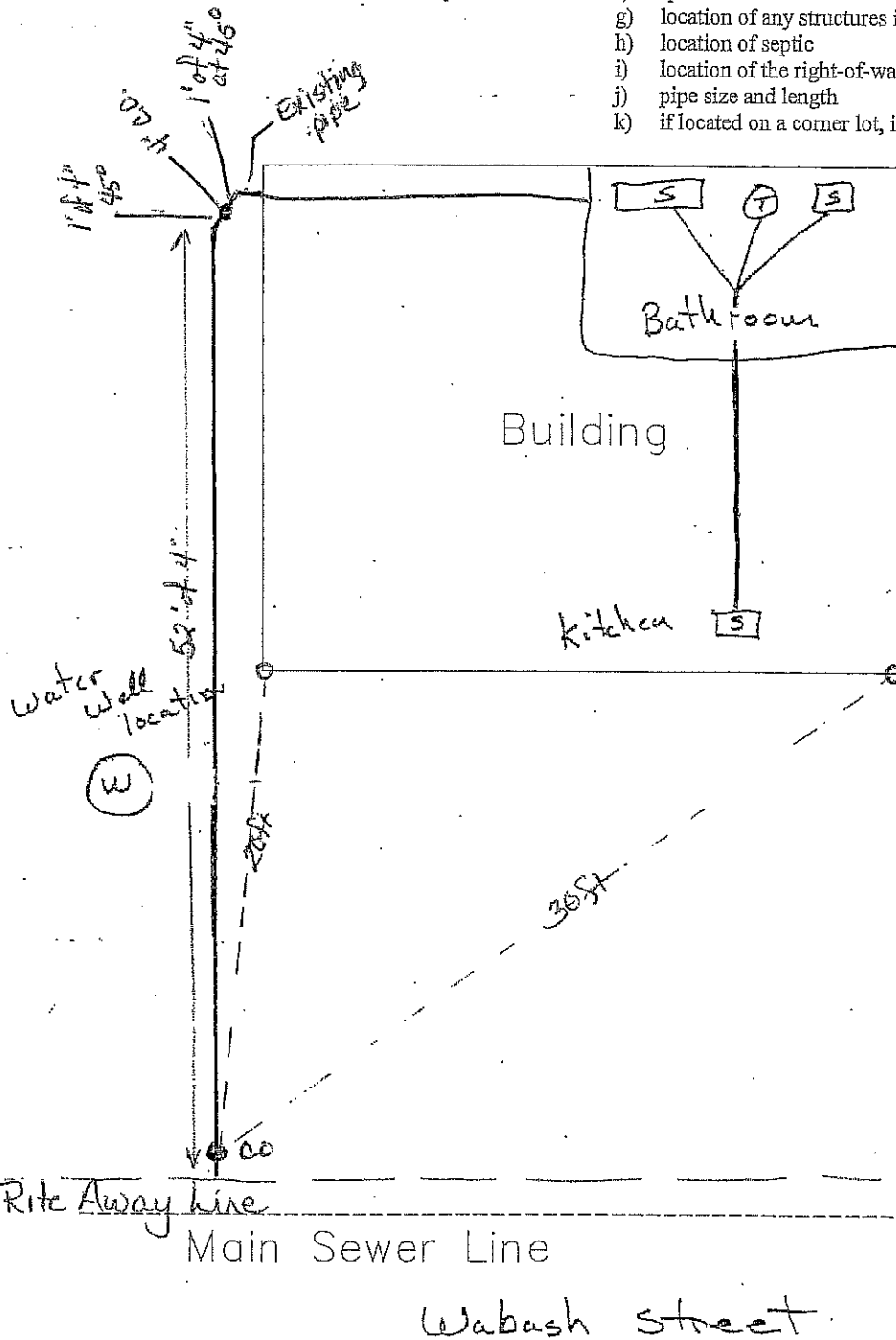
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