

Sanitary Sewer Standards

Clackamas County Service District No. 1

July 1, 2013



Sanitary Sewer Standards

SECTION 1 – DECLARATION OF POLICY

These Sanitary Sewer Standards are the adopted policies, standards and specification requirements necessary to meet the provisions of District Rules and Regulations.

1.1 AUTHORITY AND PURPOSE

Clackamas County Service District No. 1 (CCSD#1), Clackamas County, Oregon, was organized pursuant to Chapter 451, Oregon Revised Statutes, for the purpose of providing sewerage works, including all facilities necessary for collecting, pumping, treating and disposing of sanitary or storm sewage within its boundaries. It is further declared to be the policy of the District to provide and offer sewage disposal service for such areas adjacent to the District as may, in the judgment of the District, be feasibly served upon such terms, conditions, and rates as the District shall, from time to time, determine, and other applicable Federal and State laws;.

These Standards incorporate all provisions of CCSD#1 Rules and Regulations originally adopted August 22, 1974, and all revisions set forth in the Board Orders and incorporated by reference.

The purpose of these Standards is to provide a consistent policy under which certain physical aspects of sanitary sewer design will be implemented. Most of the elements contained in this document are Public Works oriented and most are related to public improvements; however, it is intended they apply to both public and private work designated herein.

1.2 APPLICABILITY

These Standards shall govern all construction and upgrading of all public and privately financed public sewerage facilities in the District and applicable work within the District.

1.3 OBJECTIVES

The objectives of the District's Regulations are:

- (a) to advance public health and welfare;
- (b) to prevent the introduction of pollutants which will interfere with the operation of the sewage system or contaminate the resulting Biosolids;
- (c) to prevent the introduction of pollutants which will pass through the sewage system, inadequately treated, into receiving waters or the atmosphere or otherwise be incompatible with the system;
- (d) to protect District personnel who may come into contact with sewage, sludge and effluent in the course of their employment as well as protecting the general public;
- (e) to ensure that the District complies with its NPDES permit conditions;
- (f) to ensure all development shall be planned, designed, constructed and maintained to:
 - i. improve the opportunity to recycle and reclaim wastewater and biosolids from the system;
 - ii. provide for the equitable distribution of the costs of the sewage system.

1.4 ADOPTION OF NEW OR AMENDED STANDARDS AND POLICIES

The District may amend policies pertaining to the Development Design Standards in accordance with any other Policy, or Rules and Regulations issued by the District and approved by the Board.

These Standards are intended to be consistent with the most current provisions of all applicable Local, County, State, and Federal permits, regulations and requirements.

1.4.1 Update to Standards

Revisions to these Standards will be made from time to time. The date appearing in the Revision Table shown below is the date of the latest revision of the Standards. Users should apply the most recent Standards to their project. Approved Standards with the most current updates can be found at <http://www.clackamas.us/wes/>.

REVISIONS TABLE

DATE	DESCRIPTION	CCSD#1 DIRECTOR
July 1, 2013	Sanitary Sewer Standards	Michael Kuenzi P.E.

1.4.2 Administrative Process for Standards Updates

1. Administrative Update – If the changes are considered minor in nature such as wording, forms or process improvement the District may adopt these types of changes internally without public process or notification.
2. Advisory Committee(s) – If the changes to the Standards are considered substantial in nature then the District shall convene and present the proposed changes to the District’s Advisory Committee(s). The District shall seek the recommendation from the Committee(s) to proceed with the administrative process to update the Standards.
3. Notice the Public – The District shall provide public notice in local publications, District contact distribution lists and via District and department websites.
4. Public Comment Period – The District shall establish a minimum 30-day public comment period to review the proposed Standards and submit comments to the District.
5. Public Comments – Public comments and submittals should include the following:
 - State the deficiency in the existing standard, or propose a new standard;
 - State the suggested or revised standard;
 - State the benefit to the District and public achieved by implementing the proposed change;
 - State the consequence of “no change” to the current standard.
6. Following the Public Comment Period – At the end of the public comment period the District shall organize the public comments then

consider and evaluate all comments submitted within the established public comment period.

7. Public Meeting – At the Discretion of the District, the District may host a public meeting to consider the final draft Standards recommended by staff for implementation.
8. Implementation – The District shall publish the final draft Standards and forward the final draft Standards to the Director for consideration who will review the Standards and either approve, not approve or approve the Standards with revision(s).
9. Public Notification – If the Standards are approved, the District will publish a public notice in publications, District contact distribution lists, and District and local department websites.

1.5 ADMINISTRATION OF STANDARDS

Water Environment Services' Director, on behalf of the District has the authority to administer the provisions of District Regulations.

1.6 EFFECTIVE DATE

Changes will be effective as of the date of signed approval.

1.7 SANITARY SEWER STANDARD MODIFICATION REQUEST

Modifications to the Sanitary Sewer Standards may be requested utilizing the following process (this modification process does not apply to land use requirements referenced as "Conditions of Approval"):

1.7.1 Modification Request Submittal

Requests to modify the Sanitary Sewer Standards shall be submitted in writing to the Supervisor responsible for the application of these Standards Clackamas County Water Environment Services Development Review Supervisor. Submittal should generally be made prior to land use approval if a land use action is required. Land use conditions of approval are commonly written so that there is little if any flexibility after land use approval is issued. If land use approval is not required, then the modification request shall be submitted prior to, or with the first Plan submittal for review of the Public Sanitary Sewer Extension Plan. Once the District completes the first review or approves the Public Sanitary Sewer Extension Plan, a modification request will only be accepted at the discretion of the District, and if the request is the only feasible solution without regards to delays or cost. Only minor modification requests will be considered during the construction phase of the project to address a specific design or construction problem which will result in an undue hardship if not enacted. It is the responsibility of the applicant to obtain all approvals from any Local, County, State or Federal authority having any jurisdiction or permitting of the activities before proceeding with an approved modification. This written request shall include the following:

- The desired modification(s);
- The reason(s) for the request(s);

- A comparison between the specification(s) and standard(s) and the modification(s) for performance, function, maintainability, safety, etc.;
- References to regionally and/or nationally accepted standards, records of successful use by other agencies or other supportive information.

1.7.2 Criteria for Modification of Standards

The District may grant a modification to the adopted standards when the use thereof does not compromise; public safety, environmental protection, the intent of the Sanitary Sewer Standards and any one of the following conditions are met:

- The standard is deemed not applicable in the particular application.
- Topography or other geographic conditions impose an environmental or safety concern and an equivalent alternative exists, which can accomplish the same design intent as provided in these standards.
- A minor change to the standard is required to address a specific design or construction problem which, if not enacted, will result in an undue hardship.
- The proposed modification is in the public interest and requirements for safety, function, appearance and maintainability based upon sound engineering and technical judgment are fully met.

1.7.3 Supervisor Review Modification Request

The request to modify the Sanitary Sewer Standards shall be reviewed first by the Supervisor responsible for the application of these standards who shall make one of the following decisions:

- approve as proposed, or
- approve with changes, or
- deny with an explanation.

The decision will be issued in writing to the applicant, with copies to the Manager, within thirty (30) calendar days. Approval, change or denial of a site-specific request shall not constitute a precedent for use at other locations with potentially similar circumstances.

1.7.4 Manager Review Modification Request

The applicant may make a written request to the Manager overseeing Development Review for an independent assessment of the modification request within thirty (30) calendar days from the date of the written decision by the Supervisor. The Manager will issue a written decision to the applicant within thirty (30) calendar days from the date the written request is received. The Manager's written decision can be appealed as outlined in Section 6 of the Districts Rules and Regulations.