

Sewer Collection System Regulatory Requirements Guidance Document

Requirement

- (1) *The sewer system shall be effectively maintained and operated at all times to prevent discharge to land or surface waters, and any contravention of the groundwater standards in 15A NCAC 02L .0200 or the surface water standards in 15A NCAC 02B .0200.*

Guidance

Effective maintenance and operation may include cleaning the sewer system as needed. Annual cleaning by a qualified individual or company is recommended. Be certain that any debris that is dislodged as a result of cleaning is captured and removed from the system to prevent downgradient blockages in both your system and the public sewer system. It is requested that you notify Charlotte-Mecklenburg Utilities prior to the initiation of system cleaning.

Requirement

- (2) *A map of the sanitary sewer collection system shall be developed and shall be actively maintained.*

Guidance

An adequate map of the collection system may include as-built plumbing plans for the complex, a complex site plan, or an aerial map provided that all components of the system such as manholes, pump stations and aerial sewer lines (lines that are elevated and cross a surface water stream or creek) are depicted. The map should also indicate flow direction.

Requirement

- (3) *An operation and maintenance plan shall be developed and implemented including pump station inspection frequency, preventative maintenance schedule, spare parts inventory, and overflow response procedures.*

Guidance

An adequate written operation and maintenance plan should generally describe the measures that will be taken to comply with the collection system regulatory requirements including but not limited to:

- pump station inspection frequency (if applicable - see requirement # 4);

- preventative maintenance schedule that describes system inspection frequency, including an inspection check-list, in addition to system cleaning schedules (see requirements # 5 and # 6);
- a list of spare parts needed to ensure proper system operation;
- procedures for responding to and reporting sewer overflows (see requirement #8).

Requirement

- (4) *Pump stations that are not connected to a telemetry system (i.e., remote alarm system) shall be inspected by the permittee or its representative every day (i.e., 365 days per year). Pump stations that are connected to a telemetry system shall be inspected at least once per week.*

Guidance

If the private collection system includes a pump station, inspections should be documented in an inspection log book or form. These inspections should include testing any alarms, level control floats, and pumps to ensure the telemetry system is working correctly. Also, an alternate power source should be accessible in the event the power to the pump station is interrupted.

Requirement

- (5) *High-priority sewer lines shall be inspected at least once every six months and inspections shall be documented.*

Guidance

High-priority sewer lines are defined as lines that cross over streams or ditches or are located in a stream channel. When inspecting such lines, the inspector should evaluate any fittings/couplings, supporting piers, and the general stability of the line.

Requirement

- (6) *A general observation of the entire sewer system shall be conducted at least once per year.*

Guidance

A general observation of the system should include removing manhole covers to observe flow conditions and inspecting for the presence of debris or build-up. Conditions observed should be documented on an inspection form and corrective actions taken as necessary.

Requirement

- (7) *Inspection and maintenance records shall be maintained for a period of at least three years with the exception of the system map, which shall be maintained for the life of the system.*

Guidance

The inspection and maintenance records should be available upon request by the regulating authorities.

Requirement

- (8) *Overflows and bypasses shall be reported to the appropriate Division Regional Office (Mooresville Regional Office at 704-663-1699) in accordance with 15A NCAC 02B .0506(a), and public notice shall be provided as required by North Carolina General Statute 143-215.1C.*

Guidance

As per 15A NCAC 02T .0403 (a)(7) Sanitary Sewer Overflows (SSOs) must be reported to a person (voice mail does not fulfill the requirement) within 24 hours. Therefore, to report SSOs during normal business hours please call the Mooresville Regional Office of DWQ at (704) 663-1699. You may report SSOs after business hours to the NC Emergency Management Call Center at (800) 858-0368. You should be able to report the location of the spill, when it started, how much has been released, if surface waters have been impacted, and when the spill was stopped. If the spill has not been stopped you should provide an estimate of when it will be stopped and what you are doing to cease the release and mitigate the impacts from the release.

Requirement

- (9) *A Grease Control Program shall be in place as follows:*

For privately owned collection systems the Grease Control Program shall include at least biannual distribution of educational materials to users of the collection system by the permittee or its representative. Grease education materials shall be distributed more often if necessary to prevent grease related sanitary overflows.

Guidance

Grease educational materials may be obtained by contacting Charlotte-Mecklenburg Utilities at (704-391-4685 or 704-336-4946). The educational materials should be distributed/posted twice

per year. It is also recommended that new tenants are made aware of proper grease disposal practices when the lease contract is signed. Inclusion of language in the lease contract relevant to proper grease disposal practices is suggested.

Requirement

- (10) *Right-of-ways and easements are maintained in the full easement width for personnel and equipment accessibility.*

Guidance

In order to conduct adequate system inspections and to perform necessary system maintenance, it is important that easements and right-of-ways are maintained for easy access. Underbrush and tree saplings should be removed from these areas.