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CHAPTER 9 DEVELOPMENT SANITARY SEWER CONSTRUCTION

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CHAPTER 9

DEVELOPMENT SANITARY SEWER CONSTRUCTION

9.1 PURPOSE

This chapter establishes the minimum sanitary sewer construction plan submittal requirements and MSD procedures for submittal, construction inspection, and final approval of construction for private development projects. Sanitary sewer systems should be designed in accordance with the applicable provisions of this and other chapters of the MSD Design Manual. Particular attention is directed to the EPSC requirements of Chapter 12. Adherence to these procedures will facilitate timely review and approval for construction.

Addition guidance and applicable forms may be retrieved from:

<http://www.msdlouky.org/insidemsd/stormwater.htm>

9.2 GENERAL PROCEDURES

- a. A meeting should be arranged to discuss a proposed sewer plan. The plan submittal should generally show the lot layout, sewer alignment, and drainage areas in each segment.
- b. MSD will review this plan and advise as to which of the three sewer classifications will control the submittal route.
 1. **Lateral Extension (LE)**
A MSD sanitary sewer system in which the sewer system and the treatment facility is owned and operated by MSD once constructed and approved.
 2. **Private Sewer - MSD System (PS)**
A sanitary sewer flowing from a private property to an MSD sewer system and is treated at an MSD-owned facility.
 3. **Non-MSD System (NLE)**
A sanitary sewer system and treatment facility owned and operated by another city, as a private individual, corporation, or agency.
- c. If MSD determines that the situation is a LE or PS served by one of MSD's wastewater treatment plants, the development of design plans may proceed.

- d. If MSD determines that the sewers are NLE and they are not served by a MSD owned wastewater treatment plant, a preliminary plan must also be submitted to the Jefferson County Health Department. This is to determine if the wastewater treatment plant has adequate capacity to allow for the proposed sewer expansion.
 1. If the plant does not have sufficient capacity, the plant owner must apply for Waste Load Allocation (WLA) determination from the Kentucky Department for Environmental Protection, Facilities Construction Branch. Design drawings can proceed simultaneously with the treatment plant expansion plan once the WLA approval has been issued.
 2. If the plant has sufficient capacity, design plans may proceed.

9.3 SUBMITTALS

Submittal requirements for construction plans are listed on the **Sanitary Sewer Document Review Checklist** on (<http://www.msdlouky.org/insidemsd/formssanitary.htm>). Submittal packages will be addressed to MSD's Development Plan Review Section and must include a completed copy of the checklist. Variations from the checklist will require prior approval from MSD. Any conditions of the Approved Preliminary Plan must be addressed at the time of construction plan submittal.

9.4 PLANS

Plan requirements for the respective sheets are identified on the **Minimum Requirements Checklist for Sanitary Sewer Construction Plans** (Same web address as above).

9.4.1 Standard Drawings / Nonstandard Details

The use of MSD's Standard Drawings is highly encouraged. When a particular drawing is utilized, a copy of the drawing is not required to be shown on the plan set. Reference can be made to the drawing by identifying the drawing number on the plan set "Title Sheet".

Nonstandard details or deviations from MSD's Standard Drawing will need to be shown within the plan set.

9.4.2 Property Service Connection Inlet Sheets

The information for all connections must be shown on a Property Service Connection Inlet Sheet. An example sheet can be found on the MSD web page. A copy of the sheet should be placed on the plans for construction and as-built reference.

9.5 PROPOSED PROJECT PLAN

An 8 ½ x 11 inch drawing identifying the limits of the proposed project must be submitted to MSD for all public and private sewer projects. In order to provide consistency of the Proposed Project Plan (PPP), the use of the template provided on the web page should be used. The PPP should be submitted with the original submission. If the project lies within the City of Louisville, an ordinance must be written and approved by the Board of Alderman. The Board of Alderman approval process will require a minimum of one month, since the ordinance must be voted on twice.

9.6 MSD DESIGN APPROVAL

After all MSD concerns are satisfied, a letter of design approval will be sent to the Jefferson County Health Department with a copy forwarded to the applicant, the design engineer, and the DOW. The Health Department will then forward the plans in their possession to DOW for their approval.

9.7 LATERAL EXTENSION CONTRACT

For LE projects, the applicant shall submit to MSD's Development Plan Review, a "Wastewater Facilities Lateral Extension Contract". This document is a legal agreement between the developer and MSD regarding the construction of the sanitary sewerage facilities. The contract conveys the sewerage facilities to MSD, upon completion and acceptance by MSD.

9.8 NOTICE-TO-PROCEED

A formal Notice-To-Proceed letter will be issued when the following conditions are met.

a. LE Project

- All MSD fees are paid pertaining to the sanitary sewer project
- The "Wastewater Facilities Lateral Extension Contract" has been executed
- The "Extension of Boundaries Agreement" has been executed
- The "Performance Bond" has been received and accepted
- The "Maintenance Bond" has been received and accepted
- The "Certificate of Insurance" has been received and accepted
- The "Accepted Bid Proposal" has been received and accepted
- The Jefferson Co. Health Department and DOW approval has been received
- Easement plats have been received and are easily recorded by MSD
- Permits have been issued for work within the right-of-way
- A MSD inspector has been assigned
- Notice of Construction has been received
- Site Disturbance Permit from MSD has been issued

b. PS Project

- All MSD fees are paid pertaining to the sanitary sewer project
- The Jefferson Co. Health Department and DOW approval has been received
- A MSD inspector has been assigned
- Notice of Construction has been received
- Site Disturbance Permit from MSD has been issued

c. NLE Project

- The Jefferson Co. Health Department and DOW approval has been received
- A MSD inspector has been assigned
- Notice of Construction has been received
- Site Disturbance Permit from MSD has been issued

9.9 INSPECTION OF CONSTRUCTION

9.9.1 General

MSD has a program of on-site inspection for the construction of all sanitary sewer systems within Jefferson County and parts of Oldham County.

9.9.2 Inspector Assignment

Construction of sewers shall not begin in a development until an MSD inspector has been assigned to the construction site. In certain situations, which will be identified during construction plan review, full-time inspection may be required. A MSD inspector shall be present during all testing. MSD requires a 48-hour advance notice to schedule an inspector for a project.

9.10 CONSTRUCTION FIELD CHANGES

Deviations from approved construction plans as a result of unexpected field conditions will require documentation and approval by MSD. To obtain this approval, the developer's engineer shall submit four (4) copies of the marked-up (REDLINE) plans showing the proposed revisions wanting to be made. Upon acceptance of the changes, MSD will mark the REDLINE drawings approved, sign and date the approval and send the REDLINES to the construction site via the inspector. One copy will be for the contractor, two copies for the inspector and one copy for MSD's reviewer file.

9.11 RECORD PLANS

At the completion of construction, a final record (As-Built) copy of the construction plans and the inlet sheets bearing the Land Surveyor's original seal, signature, and date, and

incorporating all approved changes shall be submitted to MSD. Final Record Drawings shall be prepared in accordance with Chapter 5. MSD's inspector will coordinate and check the work prior to submittal to MSD. The as-builts must be completed and approved before MSD will make the sewers available for connection.