

STANDARD INSTRUCTIONS
FOR
PRIVATE LATERAL INSTALLATION, BUILDING CONNECTIONS, GRINDER PUMP
INSTALLATION, AND PRESSURE LATERAL INSTALLATION

FOR

CONSOLIDATED KOSHKONONG SANITARY DISTRICT
ROCK, DANE, & JEFFERSON COUNTY, WISCONSIN

General

As provided for in the Sewer Use Ordinance adopted by the Consolidated Koshkonong Sanitary District, there are procedures that must be followed in order to make connections to the public sewer system. No connections will be allowed to the sewer system until notice is given by the Consolidated Koshkonong Sanitary District that the sewer main is operational and connections can be made.

Following is an explanation of the procedure to follow when connecting to the Consolidated Koshkonong Sanitary District Sewer System:

1. Master Plumber or pre-approved Utility Contractor shall apply for a Consolidated Koshkonong Sanitary District Sewer Connection Permit. The permits will be issued and administered at the Consolidated Koshkonong Sanitary District office located at 328 Ellendale Road, Edgerton, WI 53534. When application is made for a permit, a permit fee established by the District for a residential or commercial building shall be paid for each lateral being installed. This fee covers the cost of the observation of the private lateral installation by the Consolidated Koshkonong Sanitary District, and it may release the District from certain liabilities. Questions regarding the Sewer Connection Permit shall be directed to 608-868-7191.
2. If all required charges have been paid and proper insurance submitted, the Consolidated Koshkonong Sanitary District will issue a permit for a sewer connection.
3. The Consolidated Koshkonong Sanitary District observer's name, telephone number, and availability will be provided to the applicant at the time of issuance of the sewer connection permit. The availability of the observer is subject to change. It is the plumber's or pre-approved utility contractor's responsibility to schedule the observation.
4. When the permit for sewer connection is issued, the applicant's plumber or pre-approved utility contractor can proceed to construct the building sewer from near the lateral stub at the property line to the connection point at the house. The applicant's plumber or pre-approved utility contractor shall notify the Consolidated Koshkonong Sanitary District observer a minimum of 24 hours in advance of when the building sewer is complete. The Consolidated Koshkonong Sanitary District observer will then observe the sewer lateral from its point near the property line to its connection near the house. Plumber or pre-approved utility contractor shall perform a low pressure air test in the presence of the observer. This observation shall be completed and approved prior to making the final connection to the sewer lateral stub at the property line and backfilling. If the backfilling has taken place prior to observation, the building sewer trench shall be reexcavated and made available for observation. Following the

connection of the lateral the septic tank shall be abandoned in accordance with State of Wisconsin Plumbing Code.

5. Only after observation is made by the Consolidated Koshkonong Sanitary District will the applicant be allowed to connect building sewer and discharge sewage to the public collection system.
6. The Consolidated Koshkonong Sanitary District will conduct periodic tests of the collection system. These tests will be used to identify any illegal sewer connections. If illegal connections are found, the Consolidated Koshkonong Sanitary District shall order their disconnection. The Consolidated Koshkonong Sanitary District shall impose fines on persons using illegal connections after they have been ordered to disconnect them and reserves the option to shut off laterals at the main in the event of continuing violation.
7. If the property owner is working on the plumbing within the house, then the work within the house is subject to the jurisdiction of the Town. A Town building permit is required for plumbing work within the house.
8. Back-flow preventers should be installed subject to the State of Wisconsin Plumbing Code and must be approved by Consolidated Koshkonong Sanitary District.

Sewer Use Ordinance (Partial - See District for Entire Ordinance)

1. No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof without first obtaining a written sewer connection permit from the Consolidated Koshkonong Sanitary District.
2. There shall be two (2) classes of building connection permits:
 - a. Permits for residential and commercial service.
 - b. Permits for service to establishments producing industrial wastes.

In either case, the owner or her/his agent shall make application on a special form furnished by the Consolidated Koshkonong Sanitary District. The Sewer Connection Permit Application shall be supplemented by any plans, specification, or other information considered pertinent in the judgement of the Consolidated Koshkonong Sanitary District. The Sewer Connection Permit fee along with any other fees shall be paid to the Consolidated Koshkonong Sanitary District at the time application is filed.

3. All costs and expense incidental to the installation and connection of the building sewer shall be borne by the property owner. The property owner shall indemnify the Consolidated Koshkonong Sanitary District and its agents from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer.
4. A separate and independent building sewer shall be provided for every building intended for human habitation or occupancy.
5. Old building sewer may be used in connection with new building only when they are found, on examination and tested by the Consolidated Koshkonong Sanitary

District, to meet all requirements of this Ordinance and the State of Wisconsin Plumbing Code.

6. The size, slope, alignment, material of construction of a building gravity sewer or pressure lateral, and the methods to be used in excavation, placing of the pipe, jointing, testing, backfilling the trench, and connecting to the Consolidated Koshkonong Sanitary District lateral shall all conform to the requirements of the State of Wisconsin Plumbing Code or other applicable rules and regulation pertinent to the installation and the following specifications:
 - a. PVC Plastic . SDR 35 conforming to ASTM D2665 with elastomeric joints conforming to ASTM 2672 or SDR 35 or SDR 26 with depth greater than 15 feet conforming to ASTM D2241 with elastomeric joints conforming to ASTM D3139, F477 and as approved by the District for gravity sewers. Pressure laterals shall be schedule 40 conforming to ASTM D2665 with solvent weld joints conforming to ASTM 2672.
 - b. All sanitary sewer laterals must be a minimum of eight feet from a private well.
 - c. Bedding material for building gravity sewer and pressure lateral shall be crushed stone or gravel ranging in size from 1/4-inch to 3/4-inch and shall extend from 4-inches below the pipe to the top of the pipe. Cover material from the bedding material to 12-inches above the top of the pipe shall consist of compacted sand or bedding material.
 - d. All gravity building sewers, pressure laterals and the connection to the street lateral shall be observed by the Consolidated Koshkonong Sanitary District prior to backfilling. All building gravity sewer and pressure lateral shall be tested in accordance with the State of Wisconsin Plumbing Code in the presence of the observer.
 - e. Streets, sidewalks, parkways and all other public property disturbed in the course of the work shall be restored to original condition and in a manner satisfactory to the Consolidated Koshkonong Sanitary District at the property owner's expense.
 - f. Gravity service laterals for single family residences, campground sites, and mobile trailers shall be four (4) inch minimum. All other service laterals shall be six (6) inch minimum. If the size of lateral within the right-of-way as shown on the lateral card and installed in the field is four (4) inch for commercial buildings, then a four (4) inch lateral may be installed. Pressure laterals for single family residences, campground sites, and mobile trailers shall have a minimum size of one and one quarter (1 ¼) inch, a minimum velocity of 2 feet per second, and a maximum velocity of 6 feet per second.
7. In new building construction the sanitary sewer lateral installed within the basement of the building shall have a cap glued to seal the lateral until the building is completely enclosed with walls and roof to eliminate the chance of clear water infiltrating into the sewer.
8. Whenever possible, the building's sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, wastewater carried by such building drain shall be lifted by a means in conformance with the State of Wisconsin Plumbing Code and approved by the Consolidated Koshkonong Sanitary District at the owner's expense.

9. The installation of grinder pump basin structures shall be done on firm and dry sub-grade with a minimum of six (6) inches of bedding stone. Bedding stone beneath the structure shall be clean with naturally rounded aggregate ranging in particle size from 1/8 inch to 3/4 inch in greatest dimension. All structures used should be designed to guard against floating or other damage resulting from general water or flooding. Installation of basins shall be in accordance with the manufacturer's directions.
10. Precast four (4) foot diameter manholes may be used as grinder pump basin structure. The top section of the manhole shall be an eccentric cone or flat slab top designed for H-20 truck loading and shall meet requirements of ASTM C-478. All joints between manhole pipe sections and top shall be tongue and groove conforming to ASTM C443. Manhole joints shall be sealed with circular O-ring conforming to ASTM C443 or bituminous jointing material equal to EZ-Stick, Kent Seal, Ram-Nek, or Mas-Stik butyl rubber gasket, or butyl rubber rope. Manhole connections at penetration holes shall be made using flexible, watertight connections, PSC Press seal, Kor-N-Seal, or equal. Manhole bottoms for sanitary sewer shall be monolithically precast with the bottom section. All manholes shall be provided with internal frame-chimney seals and Neenah R-1550 manhole castings with machined from, type B solid lid, concealed pick holes and self sealing gaskets.
11. Prefabricated polyethylene basins, as manufactured by Environment . One, with a properly sized concrete anchor to prevent floatation may be used for private grinder pump installations.
12. Grinder pump basin structures, other than precast manhole structures or prefabricated basins manufactured by Environment-One, may be used upon approval from the Consolidated Koshkonong Sanitary District.
13. Groundwater shall be assumed to be at ground surface elevation of the grinder pump basin. Concrete anchors shall be installed in accordance with manufacturer's directions. All calculations for concrete anchor sizing shall be submitted to the Consolidated Koshkonong Sanitary District for review.
14. Backfill around the grinder pump basin shall consist of clean sand to the ground surface. The basin shall be oriented to allow the connection of plumbing and shall install anchors so as not to interfere with connection points. Excavation for the basin shall be to such a depth that the accessway cover is a maximum four (4) inches above grade. The Consolidated Koshkonong Sanitary District shall not be responsible for the installation of the pump basin structure, gravity lateral, pressure sewer or any other portion of the project installed by the homeowner's plumber.
15. Grinder pumps used shall conform to the requirements of the State of Wisconsin Plumbing Code or other applicable rules and regulation pertinent to the installation. Preferably grinder pumps should be 1-HP, Environment-One grinder pumps. Detailed information on grinder pumps other than 1- HP, Environment-One shall be provided to the Consolidated Koshkonong Sanitary District. The Consolidated Koshkonong Sanitary District shall not be responsible for any pumps selected or any of the electrical connections made as part of the grinder pump installation.
16. Roof-leaders, surface drains, groundwater drains, foundation drains and other

clear water drains shall not be connected to a building sewer which discharges into a sanitary sewer or private wastewater treatment facility. All such connections existing at the time of passage of the Ordinance shall thereafter be illegal. If storm water or clear water is being discharged into a sanitary sewer, the Consolidated Koshkonong Sanitary District shall give the offending person fifteen (15) days notice to disconnect. Failure to disconnect after such notice shall authorize the Consolidated Koshkonong Sanitary District to cause disconnection of service lateral and assessment of the costs of such disconnection against the property involved. The Consolidated Koshkonong Sanitary District may, in the alternative, institute action for violation of this subsection.

17. The connection of the building sewer into the public sewer shall conform to the requirement so the State of Wisconsin Building and Plumbing Codes or other applicable rules and regulations.
18. The plumber or pre-approved utility contractor shall notify the Consolidated Koshkonong Sanitary District when the building sewer is ready for observation and connection to the public sewer. The connection shall be made during the presence of the Consolidated Koshkonong Sanitary District observer.
19. All excavations for building sewer installation shall be adequately guarded by the property owner with barricades and lights to protect the public from hazard.
20. Before any permit is issued, the plumber and excavator who is to perform the work shall file a certificate of insurance for general liability in the amount of One Million Dollars (\$1,000,000) with sufficient sureties, indemnifying the Consolidated Koshkonong Sanitary District, and their officers, agents, and engineers, against all damages, injury and cost arising out of work to be performed including restoration and replacement of the premises to as good of a condition as they were in before such work was commenced and guaranteeing the faithful performance of all work with proper care and skill. Such insurance shall remain in force until the final expiration of the permit except that on expiration it shall remain in full force as to all penalties, claims and demands that have accrued thereunder prior to expiration. The certificate shall be filed at the Consolidated Koshkonong Sanitary District office.
21. If the installation of the lateral involves excavating to the sewer main within a roadway, then the plumber or pre-approved utility contractor shall provide the Consolidated Koshkonong Sanitary District a deposit in the amount of \$5,000. The deposit will be returned to the plumber after the acceptable completion of the backfilling and restoration of the roadway.
22. No person, except a licensed master plumber or pre-approved utility contractor, as herein provided, shall be permitted to make connection with the public sewer system or any part thereof. Such information as the Plumbing Observer, the Field Operations Manager, the Board, or its Engineer may have regard to the location of sewer laterals will be furnished to plumbers or pre-approved utility contractors and Consolidated Koshkonong Sanitary District assuming no risk as to the accuracy of the same.