

<b>CHAPTER</b>	<b>0</b>	<b><u>SEWER USE ORDINANCE</u></b>	
<b>ARTICLE</b>	<b>I</b>	<b><u>REQUIRED USE OF PUBLIC SEWERS</u></b>	<b>3</b>
	<b>II</b>	<b><u>PRIVATE SEWAGE DISPOSAL</u></b>	<b>3</b>
	<b>III</b>	<b><u>BUILDING SEWERS AND CONNECTIONS</u></b>	<b>4</b>
	<b>IV</b>	<b><u>USE OF PUBLIC SEWERS</u></b>	<b>6</b>
	<b>V</b>	<b><u>PROTECTION OF SEWAGE WORKS</u></b>	<b>11</b>
	<b>VI</b>	<b><u>POWERS AND AUTHORITY OF INSPECTORS</u></b>	<b>11</b>
	<b>VII</b>	<b><u>PENALTIES</u></b>	<b>12</b>
	<b>VIII</b>	<b><u>VALIDITY</u></b>	<b>12</b>
	<b>IX</b>	<b><u>ORDINANCE IN FORCE</u></b>	<b>12</b>
<b>CHAPTER</b>	<b>00</b>	<b><u>WASTEWATER SERVICE CHARGES</u></b>	
<b>ARTICLE</b>	<b>I</b>	<b><u>WASTEWATER SERVICE CHARGES</u></b>	<b>14</b>
	<b>II</b>	<b><u>GENERAL PROVISIONS</u></b>	<b>17</b>
	<b>III</b>	<b><u>EFFECTIVE DATE OF RATES</u></b>	<b>19</b>
	<b>IV</b>	<b><u>VALIDITY</u></b>	<b>19</b>
	<b>V</b>	<b><u>APPEALS</u></b>	<b>20</b>
	<b>VI</b>	<b><u>ORDINANCE IN FORCE</u></b>	<b>20</b>
<b>APPENDIX NO. 1</b>		<b><u>DEFINITIONS</u></b>	<b>21</b>
<b>APPENDIX NO. 2</b>		<b><u>SEWER PERMIT APPLICATIONS</u></b>	<b>28</b>
<b>ATTACHMENT</b>			<b>35</b>

An ordinance regulating: The use of public and private sewers and drains, private sewage disposal, the installation and connection of building sewers, the discharge waters and wastes into the public sewer system, and providing penalties for violations thereof; the levying of charges for wastewater services (user charges).

In the \_\_\_\_\_ of \_\_\_\_\_.  
(City, Village, etc.)

County of \_\_\_\_\_, State of Illinois.

Be it ordained and enacted by the \_\_\_\_\_ of the  
(Council, Board, etc.)  
\_\_\_\_\_ of \_\_\_\_\_, State of Illinois, as follows:  
(Unit of Government)

Chapter 0 Sewer Use Ordinance

ARTICLE I  
Use of Public Sewers Required

- Sec. 1 It shall be unlawful for any person to place, deposit, or permit to be deposited in any unsanitary manner on public or private property within the \_\_\_\_\_ of \_\_\_\_\_ any area under the jurisdiction of said \_\_\_\_\_, any human or animal excrement, garbage or other objectionable waste.  
(Unit of Government)  
(Unit of Government)
- Sec. 2 It shall be unlawful to discharge to any natural outlet within the \_\_\_\_\_ of \_\_\_\_\_, or in any area under the jurisdiction of said \_\_\_\_\_, any sewage or other polluted waters, except where suitable treatment has been provided in accordance with subsequent provisions of this ordinance.  
(Unit of Government)  
(Unit of Government)
- Sec. 3 Except as hereinafter provided, it shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool, or other facility intended or used for the disposal of sewage.
- Sec. 4 The owner of all the houses, buildings, or properties used for human occupancy, employment, recreation, or other purposes situated within the \_\_\_\_\_ and abutting on any street, alley, or right-of-way in which there is now located or may in the future be located any public sanitary (or combined) sewer of the \_\_\_\_\_, is hereby required at his expense to install suitable toilet facilities therein, and to connect such facilities directly with the proper public sewer in accordance with the provisions of this ordinance, within ninety (90) days after date of official notice to do so, provided that said public sewer is within \_\_\_\_\_ feet (\_\_\_\_\_ meters) of the property line.  
(Unit of Government)

ARTICLE II  
Private Sewage Disposal

- Sec.1 Where a public sanitary (or combined) sewer is not available under the provisions of Article I, Section 4, the building sewer shall be connected to a private sewage disposal system complying with the provisions of this Article II.
- Sec. 2 Before commencement of construction of a private sewage disposal system the owner shall first obtain a written permit signed by the \_\_\_\_\_.  
(Approving Authority)  
The application for such a permit shall be made on a form furnished by the \_\_\_\_\_, (reference Appendix #2) which the applicant shall \_\_\_\_\_.  
(Unit of Government)

supplement by any plans, specifications and other information as deemed but the \_\_\_\_\_. A permit and inspection fee of \_\_\_\_\_ dollars shall be paid to the \_\_\_\_\_ at the time the application is filed.

(Approving Authority)  
(Unit of Government)

Sec. 3 A permit for a private sewage disposal system shall not become effective until the installation is completed to the satisfaction of the \_\_\_\_\_.  
(Approving Authority)  
He shall be allowed to inspect the work at any stage of construction and, in any event, the applicant for the permit shall notify the \_\_\_\_\_  
(Approving Authority)  
when the work is ready for final inspection, and before any underground portions are covered. The inspection shall be made within \_\_\_\_\_ hours of the receipt of written notice by the \_\_\_\_\_.  
(Approving Authority)

Sec.4 The type, capacities, location, and layout of a private sewage disposal system shall comply with all recommendations of the State of Illinois Private Sewage Disposal Licensing Act and Code and with the State of Illinois Environmental Protection Agency. No permit shall be issued for any private sewage disposal system employing subsurface soil absorption facilities where the area of the lot is less than \_\_\_\_\_ square feet (\_\_\_\_\_ square meters). No septic tank or cesspool shall be permitted to discharge to any natural outlet.

Sec. 5 At such time as a public sewer becomes available to a property served by a private sewage disposal system, as provided in Article I, Section 4, a direct connection shall be made to the public sewer in compliance with this ordinance, and any septic tanks, cesspools, and similar private sewage disposal facilities shall be abandoned and filled with suitable material.

Sec. 6 The owner shall operate and maintain the private sewage disposal facilities in a sanitary manner at all times, and at no expense to the \_\_\_\_\_.  
(Unit of Government)

Sec. 7 No statement contained in this Article shall be construed to interfere with any additional requirements that may be imposed by the \_\_\_\_\_.  
(Local Health Officer)

Sec. 8 When a public sewer becomes available, the building sewer shall be connected to said sewer within sixty (60) days and the private sewage disposal system shall be cleaned of sludge and filled with clean bank-run gravel or dirt.

### ARTICLE III Building Sewers and Connections

Sec.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 permit from the \_\_\_\_\_.  
(Approving Authority)

Sec. 2 All disposal by any person into the sewer system is unlawful except those discharges in compliance with Federal Standards promulgated pursuant to the Federal Act and more stringent State and local standards.

Sec. 3 There shall be two (2) classes of building sewer permits: (a) for residential, wastewater service, and (b) to commercial, institutional/governmental or industrial wastewater service. In either case, the owner or his agent shall make application on a special form furnished by the \_\_\_\_\_, (reference Appendix #2)  
(Unit of Government)

The permit application shall be supplemented by any plans, specifications, or other information considered pertinent in the judgment of the \_\_\_\_\_.  
(Approving Authority)

A permit and inspection fee of \_\_\_\_\_ dollars for a residential or commercial building sewer permit shall be paid to the \_\_\_\_\_ at  
(Unit of Government)

the time the application is filed. The industry, as a condition of permit authorization, must provide information describing its wastewater constituents, characteristics, and type of activity.

Sec. 4 A building sewer permit will only be issued and a sewer connection shall only be allowed if it can be demonstrated that the downstream sewerage facilities, including sewers, pump stations and wastewater treatment facilities, have sufficient reserve capacity to adequately and efficiently handle the additional anticipated waste load.

Sec. 5 All costs and expense incident to the installation and connection of the building sewer shall be borne by the owner. The owner shall indemnify the \_\_\_\_\_ from  
(Unit of Government)  
any loss or damage that may directly or indirectly be occasioned by the installation of building the sewer.

Sec. 6 A separate and independent building sewer shall be provided for every building, except that where one building stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, court, yard or driveway, the building sewer from the front building may be extended to the rear building and the whole considered as one building sewer.

Sec. 7 Old building sewers may be used in connection with new buildings only when they are found, on examination and test by the \_\_\_\_\_,  
(Approving Authority)  
to meet all requirements of this ordinance.

Sec. 8 The size, slope, alignment, materials of construction of a building sewer, and the methods to be used in excavating, placing of the pipe, jointing, testing, and backfilling the trench, shall all conform to the requirements of the building and plumbing code or other applicable rules and regulations of the \_\_\_\_\_. In absence of code  
(Unit of Government)  
provisions or in amplification thereof, the materials and procedures set forth in appropriate specifications of the American Society of Testing Materials, Water

Pollution Control Federation Manual of Practice No. 9, and Standard Specifications for Water and Sewer Main Construction in Illinois shall apply.

- Sec. 9 Whenever possible, the building 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, sanitary sewage carried by such building drain shall be lifted by a means which is approved in accordance with Article III, Section 2, and discharged to the building sewer.
- Sec. 10 No person(s) shall make connection of roof downspouts, exterior foundation drains, areaway drains, or other sources of surface runoff or groundwater to a building sewer or building drain, which in turn is connected directly or indirectly to a public sanitary sewer.
- Sec. 11 The connection of the building sewer into the public sewer shall conform to the requirements of the building and plumbing code, or other applicable rules and regulations of the \_\_\_\_\_, or the procedures set forth in  
(Unit of Government)  
appropriate specifications of the American Society of Testing Materials, Water Pollution Control Federation Manual of Practice No. 9, and Standard Specifications for Water and Sewer Main Construction in Illinois. All such connections shall be made gastight and watertight. Any deviation from the prescribed procedures and materials must be approved by the \_\_\_\_\_ before installation.  
(Approving Authority)
- Sec. 12 The applicant for the building sewer permit shall notify the \_\_\_\_\_  
(Approving Authority)  
when the building sewer is ready for inspection and connection to the public sewer. The connection shall be made under the supervision of the \_\_\_\_\_ or his  
(Approving Authority)  
representative.
- Sec. 13 All excavations for building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways, and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the \_\_\_\_\_.  
(Unit of Government)

#### ARTICLE IV Use of Public Sewers

- Sec. 1 No person shall discharge, or cause to be discharged, any stormwater, surface water, groundwater roof runoff, subsurface drainage, uncontaminated cooling water, or unpolluted industrial process waters to any sanitary sewer.
- Sec. 2 Stormwater and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as combined sewers or storm sewers, or to a natural outlet approved by the \_\_\_\_\_. Industrial cooling water or unpolluted process  
(Approving Authority)

waters may be discharged on approval of the \_\_\_\_\_, to a storm sewer, combined sewer, or natural outlet.  
(Approving Authority)

Sec. 3 No person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewers:

- (a) Any gasoline, benzene, naphtha, fuel oil, or other flammable or explosive liquid, solid, or gas.
- (b) Any water or wastes containing toxic or poisonous solids, liquids, or gases in sufficient quantity, either singly or by interaction with other wastes, to injure or interfere with any sewage treatment process, constitute a hazard to humans or animals, create a public nuisance, or create any hazard in the receiving waters of the sewage treatment plant.
- (c) Any waters or wastes having a pH lower than 5.5 or having any other corrosive property capable of causing damage or hazard to structures, equipment, and personnel of the sewage works.
- (d) Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers, or other interference with proper operation of the sewage works such as, but not limited to, ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, whole blood, paunch manure, hair and fleshings, entrails and paper dishes, cup, milk containers, etc., either whole or ground by garbage grinders.

Sec. 4 No person shall discharge or cause to be discharged the following described substances, materials, waters, or wastes if it appears likely in the opinion of the \_\_\_\_\_ that such wastes can harm either the sewers sewage  
(Approving Authority)  
treatment process or equipment; have an adverse effect on the receiving stream; or can otherwise endanger life, limb, public property, or constitute a nuisance. In forming his opinion as to the acceptability of these wastes, the \_\_\_\_\_  
(Approving Authority)

will give consideration to such factors as the quantities of subject wastes in relation to flows and velocities in the sewers, materials of construction of the sewers, nature of the sewage treatment process, capacity of the sewage treatment plant, degree of treatability of wastes in the sewage treatment plant, and maximum limits established by regulatory agencies. The substances prohibited are:

- (a) Any liquid or vapor having a temperature higher than one hundred fifty degrees Fahrenheit (150<sup>0</sup> F), (65<sup>0</sup> C).
- (b) Any waters or wastes containing toxic or poisonous materials; or oils, whether emulsified or not, in excess of one hundred (100) mg/l or containing substances which may solidify or become viscous at temperatures between thirty-two (32<sup>0</sup>) and one hundred fifty degrees Fahrenheit (150<sup>0</sup> F), (65<sup>0</sup> C).

- (c) Any garbage that has not been properly shredded. The installation and operation of any garbage grinder equipped with a motor of three-fourths (3/4) horsepower (0.76 hp metric) or greater shall be subject to the review and approval of the

\_\_\_\_\_  
(Approving Authority)

- (d) Any waters or wastes containing strong acid, iron pickling wastes, or concentrated plating solution whether neutralized or not.

- (e) Any waters or wastes containing iron, chromium, copper, zinc, or similar objectionable or toxic substances; or wastes exerting an excessive chlorine requirement, to such degree that any such material received in the composite sewage at the sewage treatment works exceeds the limits established by the \_\_\_\_\_ for such materials.

\_\_\_\_\_  
(Approving Authority)

- (f) Any waters or wastes containing phenols or other taste or odor-producing substances, in such concentrations exceeding limits which may be established by the \_\_\_\_\_ as necessary after treatment of the composite sewage, to meet the requirements of the State, Federal, or other public agencies of jurisdiction for such discharge to the receiving waters.

\_\_\_\_\_  
(Approving Authority)

- (g) Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the \_\_\_\_\_ in compliance with applicable State or Federal regulations.

\_\_\_\_\_  
(Approving Authority)

- (h) Any wastes or waters having a pH in excess of 9.5.

- (i) Any mercury or any of its compounds in excess of 0.0005 mg/l as Hg at any time except as permitted by the \_\_\_\_\_ in compliance with applicable State and Federal regulations.

\_\_\_\_\_  
(Approving Authority)

- (j) Any cyanide in excess of \_\_\_\_\_ mg/l at any time except as permitted by the \_\_\_\_\_ in compliance with applicable State and Federal regulations.

\_\_\_\_\_  
(Approving Authority)

- (k) Materials which exert or cause:

(1) Unusual concentrations of inert suspended solids (such as, but not limited to, Fullers earth, lime slurries, and lime residues) or of dissolved solids (such as, but not limited to, sodium chloride and sodium sulfate);

(2) Excessive discoloration (such as, but not limited to, dye wastes and vegetable tanning solutions);



(3) Unusual BOD, chemical oxygen demand, or chlorine requirements in such quantities as to constitute a significant load on the sewage treatment works;

(4) Unusual volume of flow or concentrations of water constituting “slugs” as defined herein.

(l) Waters or wastes containing substances which are not amenable to treatment or reduction by the sewage treatment processes employed, or are amenable to treatment only to such degree that the sewage treatment plant effluent cannot meet the requirements of agencies having jurisdiction over discharge to the receiving waters.

Sec. 5 If any waters or wastes are discharged or are proposed to be discharged to the public sewers, which waters contain the substances or possess the characteristics enumerated in Section 4 of this Article, and/or which are in violation of the standards for pretreatment provided in 40 CFR 403, June 26, 1978 and any amendments thereto, and which in the judgment of the \_\_\_\_\_ may have a deleterious effect upon  
(Approving Authority)  
the sewage works, processes, equipment, or receiving waters, or which otherwise create a hazard to life or constitute a public nuisance, the \_\_\_\_\_ may:  
(Approving Authority)

(a) Reject the wastes;

(b) Require pretreatment to an acceptable condition for discharge to the public sewers;

(c) Require control over the quantities and rates of discharge; and/or

(d) Require payment to cover the added costs of handling and treating the wastes not covered by existing taxes or sewer charges, under the provisions of Section 11 of this article. If the \_\_\_\_\_  
(Approving Authority)

permits the pretreatment or equalization of waste flows, the design and installation of the plants and equipment shall be subject to the review and approval of the \_\_\_\_\_, and subject to the  
(Approving Authority)  
requirements of all applicable codes, ordinances and laws.

Sec.6 Grease, oil, and sand interceptors shall be provided when, in the opinion of the \_\_\_\_\_ they are necessary for the proper handling of liquid wastes  
(Approving Authority)  
containing grease in excessive amounts, or any flammable wastes, sand, or other harmful ingredients; except that such interceptors shall not be required for private living quarters or dwelling units. All interceptors shall be of a type and capacity approved by the \_\_\_\_\_, and shall be located as to  
(Approving Authority)  
be readily and easily accessible for cleaning and inspection.

Sec. 7 Where preliminary treatment or flow-equalizing facilities are provided, they shall be maintained continuously in satisfactory and effective operation by the owner at his expense.

Sec. 8 Each industry shall be required to install a control manhole and, when required by the \_\_\_\_\_, the owner of any property serviced by a building sewer carrying  
(Approving Authority)  
industrial wastes shall install a suitable control manhole together with such necessary meters and other appurtenances in the building sewer to facilitate observation, sampling, and measurement of the wastes. Such manhole, when required, shall be accessibly and safely located, and shall be constructed in accordance with plans approved by the \_\_\_\_\_. The manhole shall be installed by the  
(Approving Authority)  
owner at his expense, and shall be maintained by him so as to be safe and accessible at all times.

Sec. 9 The owner of any property serviced by a building sewer carrying industrial wastes shall provide laboratory measurements, tests, and analyses of water and wastes to illustrate compliance with this ordinance and any special conditions for discharge established by the \_\_\_\_\_ or regulatory agencies having jurisdiction over the discharge.  
(Unit of Government)  
The number, type, and frequency of laboratory analyses to be performed by the owner shall be as stipulated by the \_\_\_\_\_, but no less than once  
(Unit of Government)  
per year the industry must supply a complete analysis of the constituents of the wastewater discharge to assure that compliance with the Federal, State, and local standards are being met. The owner shall report the results of measurements and laboratory analyses to the \_\_\_\_\_ at such times and in such manner as  
(Unit of Government)  
prescribed by the \_\_\_\_\_. The owner shall bear the expense of all  
(Unit of Government)  
measurements, analyses, and reporting required by the \_\_\_\_\_. At such  
(Unit of Government)  
times as deemed necessary the \_\_\_\_\_ reserves the right to take  
(Unit of Government)  
measurements and samples for analyses by an outside laboratory service.

Sec. 10 All measurements, tests, and analyses of the characteristics of waters and wastes to which reference is made in this ordinance shall be determined in accordance with the latest edition of IEPA Division of Laboratories Manual of Laboratory Methods, and shall be determined at the control manhole provided, or upon suitable samples taken at said control manhole. In the event that no special manhole has been required the control manhole shall be considered to be the nearest downstream manhole in the public sewer to the point at which the building sewer is connected. Sampling shall be carried out by customarily accepted methods to reflect the effect of constituents upon the sewage works and to determine the existence of hazards to life, limb, and property. The particular analyses involved will determine whether a twenty-four (24) hour composite of all outfalls of a premise is appropriate or whether a grab sample or samples should be taken. Normally, but not always, BOD and suspended solids analyses are obtained

from 24-hour composites of all outfalls, whereas pHs are determined from periodic grab samples.

Sec. 11 No statement contained in this Article shall be construed as preventing any special agreement or arrangement between the \_\_\_\_\_  
(Unit of Government)  
and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the \_\_\_\_\_ for treatment, subject to  
(Unit of Government)  
payment therefore, in accordance with Chapter 00, Article I, hereof, by the industrial concern provided such payments are in accordance with Federal and State guidelines for User Charge System.

ARTICLE V  
Protection of Sewage Works from Damage

Sec. 1 No unauthorized person shall maliciously, willfully, or negligently break, damage, destroy, or tamper with any structure, appurtenance, or equipment, which is a part of the sewage works. Any person violating this provision shall be subject to immediate arrest under charge of disorderly conduct.

ARTICLE VI  
Powers and Authority of Inspectors

Sec. 1 The \_\_\_\_\_ and other duly authorized employees of the  
(Approving Authority)  
\_\_\_\_\_, the Illinois Environmental Protection Agency,  
(Unit of Government)  
and the U.S. Environmental Protection Agency, bearing proper credentials and identification, shall be permitted to enter all properties for purposes of inspection, observation, measurement, sampling, and testing in accordance with the provisions of this ordinance.

The \_\_\_\_\_ or his representative shall have no authority to inquire  
(Approving Authority)  
into any processes, including metallurgical, chemical, oil refining, ceramic, paper, or other industries beyond that point having a direct bearing on the kind and source of discharge to the sewers or waterway or facilities for waste treatment.

Sec. 2 While performing the necessary work on private properties referred to in Article VI, Section 1 above, the \_\_\_\_\_ or duly authorized employees  
(Approving Authority)  
of the \_\_\_\_\_, the Illinois Environmental Protection Agency, and the  
(Unit of Government)  
U.S. Environmental Protection Agency shall observe all safety rules applicable to the premises established by the company and the company shall be held harmless for injury or death to the \_\_\_\_\_ employees and the \_\_\_\_\_ shall  
(Unit of Government) (Unit of Government)  
indemnify the company against liability claims and demands for personal injury or property damage asserted against the company and growing out of the gauging and

sampling operating, except as such may be caused by negligence or failure of the company to maintain conditions as required in Article IV, Section 9.

Sec. 3 The \_\_\_\_\_ and other duly authorized employees of the  
(Approving Authority)  
\_\_\_\_\_ bearing proper credentials and identification shall be  
(Unit of Government)  
permitted to enter all private properties through which the \_\_\_\_\_  
(Unit of Government)  
holds a duly negotiated easement for the purposes of, but not limited to, inspection, observation, measurement, sampling, repair, and maintenance of any portion of the sewage works lying within said easement. All entry and subsequent work, if any, on said easement, shall be done in full accordance with the terms of the duly negotiated easement pertaining to the private property involved.

## ARTICLE VII Penalties

Sec. 1 Any person found to be violating any provisions of this ordinance except Article V shall be served by the \_\_\_\_\_ with written notice stating the  
(Unit of Government)  
nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations.  
The \_\_\_\_\_ may revoke any permit for sewage disposal  
(Unit of Government)  
as a result of any violation of any provision of this ordinance.

Sec. 2 Any person who shall continue any violation beyond the time limit provided in Article VII, Section 1, shall be guilty of a misdemeanor, and on conviction thereof shall be fined in the amount not exceeding \_\_\_\_\_ dollars for each violation. Each day in which any such violation shall continue shall be deemed a separate offense.

Sec. 3 Any person violating any of the provisions of this ordinance shall become liable to the \_\_\_\_\_ by reasons of such violation.  
(Unit of Government)

## ARTICLE VIII Validity

Sec. 1 All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Sec. 2 The invalidity of any section, clause, sentence, or provision of this ordinance shall not affect the validity of any other part of this ordinance which can be given effect without such invalid part or parts.

## ARTICLE IX Ordinance in Force

Sec. 1 This ordinance shall be in full force and effect from and after its passage, approval, recording, and publication as provided by law.

Sec. 2 Passed and adopted by the \_\_\_\_\_ of the \_\_\_\_\_  
(Council, Board, etc.) (Unit of Government)  
of \_\_\_\_\_, State of \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_,  
(Month) (Year)  
by the following vote:

Ayes \_\_\_\_\_: namely \_\_\_\_\_  
Nays \_\_\_\_\_: namely \_\_\_\_\_

Approved this \_\_\_\_\_ day of \_\_\_\_\_

(Signed) \_\_\_\_\_  
(Mayor, Village Pres., etc)

Attest:

(Signed) \_\_\_\_\_  
(Clerk, Secretary, etc)

## CHAPTER 00 WASTEWATER SERVICE CHARGES

### ARTICLE I Wastewater Service Charges

Sec. 1 Basis for wastewater service charges: The wastewater service charge for the use of and for service supplied by the wastewater facilities of the \_\_\_\_\_  
(City, Village, etc.) shall consist of a basic user charge, a debt service charge, a capital improvement charge and applicable surcharges.

Sec.2 The basic user charge is levied on all users to recover the operation, maintenance plus replacement (O, M & R) costs and shall be based on water usage as recorded by water meters or sewage meters for wastes having the following normal domestic concentrations:

- (a) A five day, 20 degree centigrade biochemical oxygen demand (BOD) of \_\_\_\_\_ mg/l.
- (b) A suspended solids content of \_\_\_\_\_ mg/l.

The basic user charge shall be computed as follows:

- (a) Estimate the annual wastewater volume, pounds of BOD and pounds of SS to be treated.
- (b) Estimate the projected annual revenue required to operate and maintain the wastewater facilities, including a replacement fund for the year, for all works categories.
- (c) Proportion the estimated O, M & R costs to each user class by volume, BOD and SS.
- (d) Proportion the estimated O, M & R costs to wastewater facility categories by volume, BOD and SS.
- (e) Compute costs per 1,000 gallons for normal domestic strength sewage.
- (f) Compute surcharge costs per pound for BOD and SS concentrations in excess of normal domestic strengths.

Sec. 3 The debt service charge is computed by apportioning the annual debt service (as a charge per 1,000 gallons.) (as a fixed charge per billing period.) (as a fixed charge plus a charge per 1,000 gallons.)

Sec. 4 The capital improvement charge is levied on users to provide for capital improvements, extensions or reconstruction of the sewage treatment works. The capital improvement charge is computed by apportioning the annual amount to be accrued (as a charge per 1,000 gallons.) (as a fixed charge per billing period.) (as a fixed charge plus a charge per 1,000 gallons.)

Sec. 5 A surcharge will be levied to all users whose waters exceed the normal domestic concentrations of BOD (\_\_\_\_\_ mg/l) and SS (\_\_\_\_\_ mg/l). The surcharge will be based on water usage as recorded by water meters or sewage meters for all wastes which exceed the \_\_\_\_\_ mg/l and \_\_\_\_\_ mg/l concentrations for BOD and SS respectively.

The concentration of wastes used for computing surcharges shall be established by waste sampling. Waste sampling shall be performed as often as may be deemed necessary by the \_\_\_\_\_ and shall be binding as a basis for surcharges.  
(Approving Authority)

Sec. 6 The adequacy of the wastewater service charge shall be reviewed, not less often than annually, by Certified Public Accountants for the \_\_\_\_\_ in their  
(City, Village, etc.)  
annual audit report. The wastewater service charge shall be revised periodically to reflect a change in local capital costs or O, M & R costs.

Sec. 7 The users of the wastewater treatment services will be notified annually, in conjunction with a regular bill, of the rate and that portion of the user charges which are attributable to the wastewater operation, maintenance and replacement.

Sec. 8 Measurement of flow: The volume of flow used for computing basic user charges and surcharges shall be the metered water consumption read to the lowest even increments of \_\_\_\_\_ gallons.

(a) If the person discharging wastes into the public sewers procures any part, or all, of his water from sources other than the Public Waterworks System, all or part of which is discharged into the public sewers, the person shall install and maintain, at his expense, water meters of a type approved by the \_\_\_\_\_ for the purpose of determining the volume of water  
(Approving Authority)  
obtained from these other sources.

(b) Devices for measuring the volume of waste discharged may be required by the \_\_\_\_\_ if these volumes cannot otherwise be  
(Approving Authority)  
determined from the metered water consumption records.

(c) Metering devices for determining the volume of waste shall be installed, owned, and maintained by the person. Following approval and installation, such meters

may not be removed, unless service is cancelled, without the consent of the

\_\_\_\_\_  
(Approving Authority)

Sec. 9 Basic User Charge: There shall be and there is hereby established a basic user charge of \$\_\_\_\_\_ per 1,000 gallons of metered water consumption to be applied to all users to recover O, M & R costs.

Sec. 10 Debt Service Charge: There shall be and there is hereby established a debt service charge of \$\_\_\_\_\_ per (1,000 gallons, Month, Quarter) to each user of the wastewater facility.

Sec. 11 Capital Improvement Charge: There shall be and there is hereby established a capital improvement charge of \$\_\_\_\_\_ per (1,000 gallons, Month, Quarter) to each user of the wastewater facility.

Sec. 12 Rates: A minimum charge of \$\_\_\_\_\_ per (Month, Quarter) shall be applied to all users whose water consumption does not exceed\_\_\_\_\_ gallons per (Month, Quarter). This minimum charge consists of \$\_\_\_\_\_ for O, M & R costs, \$\_\_\_\_\_ for debt service costs and \$\_\_\_\_\_ for capital improvement costs.

Usage in excess of\_\_\_\_\_ gallons per (Month, Quarter) will be charged at a rate of \$\_\_\_\_\_ per 1,000 gallons. This rate consists of \$\_\_\_\_\_ for O, M & R costs, \$\_\_\_\_\_ for debt service costs and \$\_\_\_\_\_ for capital improvement costs.

Sec. 13 All non-metered residential users of the wastewater facilities shall pay a flat rate charge of \$\_\_\_\_\_ per (Month, Quarter). The flat rate charge consists of \$\_\_\_\_\_ for O, M& R costs, \$\_\_\_\_\_ for debt service costs and \$\_\_\_\_\_ for capital improvement costs. The flat rate charge will allow a maximum of \_\_\_\_\_gallons per (Month, Quarter).

In the event use of the wastewater facilities is determined by the\_\_\_\_\_ to  
(Approving Authority)  
be in excess of\_\_\_\_\_ gallons per (Month, Quarter), the \_\_\_\_\_ may  
(Approving Authority)  
require such flat rate user to install metering devices on the water supply or sewer main to measure the amount of service supplied.

Sec. 14 Surcharge rates: The rates of surcharges for BOD and SS shall be as follows:

per lb. of BOD:\_\_\_\_\_

per lb. of SS:\_\_\_\_\_

Sec. 15 Computation of Wastewater Service Charge: The wastewater service charge shall be computed by the following formula:

$$CW = CC + CD + CM + (Vu-X) CU + CS$$



Where CW = Amount of wastewater service charge (\$) per billing period.  
 CC = Capital Improvement Charge (Section 11).  
 CD = Debt Service Charge (Section 10).  
 CM = Minimum Charge for Operation, Maintenance and Replacement (Section 12).  
 Vu = Wastewater Volume for the billing period  
 X = Allowable consumption in gallons for the minimum charge (Section 12).  
 CU = Basic User Charge for Operation, Maintenance and Replacement (Section 9).  
 CS = Surcharges, if applicable (Section 14).

ARTICLE II  
 General Provisions

Sec. 1 Bills: Said rates or charges for service shall be payable monthly or quarterly depending on the classification of service for which bills are rendered. The owner of the premises, the occupant thereof and the user of the service shall be jointly and severally liable to pay for the service to such premises and the service is furnished to the premises by the \_\_\_\_\_ only upon the condition that the owner of the premises,  
(City, Village, etc.)  
 occupant and user of the services are jointly and severally liable therefore to the \_\_\_\_\_.  
(City, Village, etc.)

Bills for sewer service shall be sent out by the \_\_\_\_\_ treasurer on the  
(City, Village, etc.)  
 first day of the month or quarter succeeding the period for which the service is billed.

All sewer bills are due and payable \_\_\_\_\_ days after being sent out. A penalty of \_\_\_\_\_ percent shall be added to all bills not paid by the \_\_\_\_\_ day after they have been rendered.

Sec. 2 Delinquent bills: If the charges for such services are not paid within \_\_\_\_\_ days or \_\_\_\_\_ days herein above mentioned after the rendition of the bill for such services, such services shall be discontinued without further notice and shall not be reinstated until all claims are settled.

Sec. 3 Lien-Notice of delinquency: Whenever a bill for sewer service remains unpaid for \_\_\_\_\_ days for monthly service or \_\_\_\_\_ days for quarterly service after it has been rendered, the \_\_\_\_\_ treasurer shall file with the County  
(City, Village, etc.)  
 Recorder of Deeds a statement of lien claim. This statement shall contain the legal description of the premises served, the amount of the unpaid bill, and a notice that the \_\_\_\_\_ claims a lien for this amount as well as for all charges  
(City, Village, etc.)

subsequent to the period covered by the bill. If the user whose bill is unpaid is not the owner of the premises and the \_\_\_\_\_ treasurer has notice of  
(City, Village, etc.)

this, notice shall be mailed to the owner of the premises if his address be known to the treasurer, whenever such bill remains unpaid for the period forty-five days for a monthly bill or one hundred and five days for a quarterly bill after it has been rendered.

The failure of the \_\_\_\_\_ treasurer to record such lien or to mail  
(City, Village, etc.)

such notice or the failure of the owner to receive such notice shall not affect the right to foreclose the lien for unpaid bills as mentioned in the foregoing section.

Sec. 4 Foreclosure of lien: Property subject to a lien for unpaid charges shall be sold for non-payment of the same, and the proceeds of the sale shall be applied to pay the charges, after deducting costs, as is the case in the foreclosure of statutory liens. Such foreclosure shall be by bill-in equity in the name of the \_\_\_\_\_. The \_\_\_\_\_  
(City, Village, etc.) (City, Village, etc.)  
attorney is hereby authorized and directed to institute such proceedings in the name of the \_\_\_\_\_ in any court having jurisdiction over such matters against any  
(City, Village, etc.)  
property for which the bill has remained unpaid forty-five days in the case of a monthly bill or one hundred and five days in the case of a quarterly bill after it has been rendered.

Sec. 5 Revenues: All revenues and moneys derived from the operation of the sewerage system shall be deposited in the sewerage account of the sewerage fund. All such revenues and moneys shall be held by the \_\_\_\_\_ treasurer separate and apart  
(City, Village, etc.)  
from his private funds and separate and apart from all other funds of the \_\_\_\_\_ and all of said sum, without any deductions whatever, shall be  
(City, Village, etc.)  
delivered to the \_\_\_\_\_ treasurer not more than ten days after  
(City, Village, etc.)  
receipt of the same, or at such more frequent intervals as may from time to time be directed by the \_\_\_\_\_.  
(Mayor & Council, President & Board of Trustees, etc.).  
The \_\_\_\_\_ treasurer shall receive all such revenues from the  
(City, Village, etc.)  
sewerage system and all other funds and moneys incident to the operation of such system as the same may be delivered to him and deposit the same in the account of the fund designated as the "Sewerage Fund of the \_\_\_\_\_".  
(City, Village, etc.)  
Said treasurer shall administer such fund in every respect in the manner provided by statute of the "Revised Cities and Villages Act," effective January 1942.

Sec. 6 Accounts: The \_\_\_\_\_ treasurer shall establish a proper system of  
(City, Village, etc.)  
accounts and shall keep proper books, records, and accounts in which complete and correct entries shall be made of all transactions relative to the sewerage system, and at regular annual intervals he shall cause to be made an audit by an independent auditing concern of the books to show the receipts and disbursements of the sewerage system.

In addition to the customary operating statements, the annual audit report shall also reflect the revenues and operating expenses of the wastewater facilities, including a replacement cost, to indicate that sewer service charges under the waste cost recovery system do in fact meet these regulations. In this regard, the financial information to be shown in the audit report shall include the following:

1. Flow data showing total gallons received at the wastewater plant for the current fiscal year.
2. Billing data to show total number of gallons billed per fiscal year.
3. Debt service for the next succeeding fiscal year.
4. Number of users connected to the system.
5. Number of non-metered users.
6. A list of users discharging non-domestic and industrial wastes and volume of waste discharged.

Sec. 7 Penalty: Any person, firm or corporation violating any provisions of this article shall be fined not less than \_\_\_\_\_dollars nor more than\_\_\_\_\_dollars for each offense.

Sec. 8 Access to Records: The \_\_\_\_\_or its authorized representative shall have  
(IEPA, USEPA)  
access to any books, documents, papers and records of \_\_\_\_\_which are  
(City, Village, etc.)  
applicable to the \_\_\_\_\_system of user charges for the purpose.  
(City, Village, etc.)  
of making audit, examination, excerpts and transcriptions hereof to insure compliance with the terms of the (Special and General Conditions to any State Grant). (Federal Regulations and conditions of the Federal Grant). (Loan Agreement and Rules of any State Loan).

### ARTICLE III Effective Date of Rates

The rates and service charges established for user charges in Article I shall be effective as of the next fiscal year beginning \_\_\_\_\_and on bills to be rendered for the next succeeding month being\_\_\_\_\_for monthly users and on bills to be rendered for the next succeeding quarter being\_\_\_\_\_for quarterly users.

### ARTICLE IV Validity

That if any section, paragraph, clause or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section,

paragraph, clause or provision shall not affect any of the remaining provisions of this Ordinance.

ARTICLE V  
Appeals

The method for computation of rates and service charges established for user charges in Article I shall be made available to a user within \_\_\_\_\_ days of receipt of a written request for such. Any disagreement over the method used or in the computations thereof shall be remedied \_\_\_\_\_ by within \_\_\_\_\_ days after notification of a formal  
(Authority, 3rd Party)  
written appeal outlining the discrepancies.

ARTICLE VI  
Ordinance in Force

Sec. 1 This Ordinance shall be in full force and effect from and after its passage and approval and publication as provided by law.

Sec. 2 Passed and adopted by the \_\_\_\_\_ of the \_\_\_\_\_  
(Council, Board, etc.) (Unit of Government)  
of \_\_\_\_\_, State of Illinois on the \_\_\_\_\_ day of \_\_\_\_\_,  
(Month) (Year)  
by the following vote:

Ayes \_\_\_\_\_: namely

Nayes \_\_\_\_\_: namely

Approved this \_\_\_\_\_ day of \_\_\_\_\_

(Signed) \_\_\_\_\_  
(Mayor, Village Pres., etc.)

ATTEST:

(Signed) \_\_\_\_\_  
(Clerk, Secretary, etc.)

(MUNICIPAL SEAL)

APPENDIX # 1

DEFINITIONS

## Definitions

Unless the context specifically indicates otherwise, the meaning of terms used in this ordinance shall be as follows:

### Sec. 1 Federal Government

"Federal Act" means the Federal Clean Water Act (33 U.S.C. 466 et seq) as amended, (Pub. L. 95-217).

"Administrator" means the Administrator of the U.S. Environmental Protection Agency.

"Federal Grant" shall mean the U.S. government participation in the financing of the construction of treatment works as provided for by Title II-Grants for Construction of Treatment Works of the Act and implementing regulations.

### Sec. 2 State Government

"State Act" means the Illinois Anti-Pollution Bond Act of 1970.

"Director" means the Director of the Illinois Environmental Protection Agency.

"State Grant" shall mean the State of Illinois participation in the financing of the construction of treatment works as provided for by the Illinois Anti-Pollution Bond Act and for making such grants as filed with the Secretary of State of the State of Illinois.

### Sec. 3 Local Government

"Ordinance" means this ordinance.

"\_\_\_\_\_ "means the \_\_\_\_\_ of  
(City, Village, etc.) (City, Village, etc.)  
\_\_\_\_\_.

"Approving Authority," means the \_\_\_\_\_  
(Superintendent, Council, etc.)  
of the \_\_\_\_\_.  
(Dept. of Public Works, Water & Sewer Commission, etc.)

Sec. 4 "Person" shall mean any and all persons, natural or artificial including any individual, firm, company, municipal, or private corporation, association, society, institution, enterprise, governmental agency or other entity.

Sec. 5 "NPDES Permit" means any permit or equivalent document or requirements issued by the Administrator, or, where appropriated by the Director, after enactment of the

Federal Clean Water Act to regulate the discharge of pollutants pursuant to section 402 of the Federal Act.

Sec. 6 Clarification of word usage: "Shall" is mandatory; "may" is permissible.

Sec. 7 Wastewater and its characteristics:

"Wastewater" shall mean the spent water of a community. From this standpoint of course, it may be a combination of the liquid and water-carried wastes from residences, commercial buildings, industrial plants, and institutions, together with any groundwater, surface water, and storm water that may be present.

"Sewage" is used interchangeably with "wastewater".

"Effluent Criteria" are defined in any applicable "NPDES Permit".

"Water Quality Standards" are defined in the Water Pollution Regulations of Illinois.

"Unpolluted Water" is water quality equal to or better than the effluent criteria in effect or water that would not cause violation of receiving water quality standards and would not be benefited by discharge to the sanitary sewers and wastewater treatment facilities provided.

"ppm" shall mean parts per million by weight.

"Milligrams per Liter" shall mean a unit of the concentration of water or wastewater constituent. It is 0.001 g of the constituent in 1,000 ml of water. It has replaced the unit formerly used commonly, parts per million, to which it is approximately equivalent, in reporting the results of water and wastewater analysis.

"Suspended Solids" (SS) shall mean solids that either float, on the surface of, or are in suspension in water, sewage, or industrial waste, and which are removable by a laboratory filtration device. Quantitative determination of suspended solids shall be made in accordance with procedures set forth in the IEPA Division of Laboratories Manual of Laboratory Methods.

"BOD" (denoting Biochemical Oxygen Demand) shall mean the quantity of oxygen utilized in the biochemical oxidation of organic matter under standards laboratory procedure in five (5) days at 20° C, expressed in milligrams per liter.

"pH" shall mean the logarithm (base 10) of the reciprocal of the hydrogen-ion concentration expressed by one of the procedures, outlined in the IEPA Division of Laboratories Manual of Laboratory Methods.

"Garbage" shall mean solid wastes from the domestic and commercial preparation, cooking, and dispensing of food, and from the handling, storage and sale of food.

"Properly Shredded Garbage" shall mean the wastes from the preparation, cooking, and dispensing of food that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than one-half (1/2) inch (1.27 centimeters) in any dimension.

"Floatable Oil" is oil, fat, or grease in a physical state such that it will separate by gravity from wastewater by treatment in an approved pretreatment facility. A wastewater shall be considered free of floatable fat if it is properly pretreated and the wastewater does not interfere with the collection system.

"Population Equivalent" is a term used to evaluate the impact of industrial or other waste on a treatment works or stream. One population equivalent is \_\_\_\_\_ gallons of sewage per day, containing \_\_\_\_\_ pounds of BOD and \_\_\_\_\_ pounds of suspended solids.

"Slug" shall mean any discharge of water, sewage or industrial waste which in concentration of any given constituent or in quantity of flow exceeds for any period of duration longer than fifteen (15) minutes more than five (5) times the average twenty-four (24) hour concentration or flows during normal operation.

"Industrial Waste" shall mean any solid, liquid or gaseous substance discharged, permitted to flow or escaping from any industrial, manufacturing, commercial or business establishment or process or from the development, recovery or processing of any natural resource as distinct from sanitary sewage.

"Major Contributing Industry" shall mean an industrial user of the publicly owned treatment works that: (a) Has a flow of 50,000 gallons or more per average work day; or (b) has a flow greater than ten percent of the flow carried by the municipal system receiving the waste; or (c) has in its waste, a toxic pollutant in toxic amounts as defined in standards issued under section 307(a) of the Federal Act; or (d) is found by the permit issuing authority, in connection with the issuance of the NPDES permit to the publicly owned treatment works receiving the waste, to have significant impact, either singly or in combination with other contributing industries, on that treatment works or upon the quality of effluent from that treatment works.

Sec. 8 Sewer types, and appurtenances:

"Sewer" shall mean a pipe or conduit for conveying sewage or any other waste liquids, including storm, surface and groundwater drainage.

"Public Sewer" shall mean a sewer provided by or subject to the jurisdiction of the \_\_\_\_\_ . It shall also include, sewers within or outside the boundaries \_\_\_\_\_ (City, Village, etc.) \_\_\_\_\_ that serve one or more persons and ultimately discharge into \_\_\_\_\_ (City, Village, etc.)



the \_\_\_\_\_ sanitary (or combined sewer system), even though those  
(City, Village, etc.)  
sewers may not have been constructed with \_\_\_\_\_ funds.  
(City, Village, etc.)

"Sanitary Sewer" shall mean a sewer that conveys sewage or industrial wastes or a combination of both, and into which storm, surface, and ground waters or polluted industrial wastes are not intentionally admitted.

"Storm Sewer" shall mean a sewer that carries storm, surface and groundwater drainage but excludes sewage and industrial wastes other than unpolluted cooling water.

"Combined Sewer" shall mean a sewer which is designed and intended to receive wastewater, storm, surface and groundwater drainage.

"Building Sewer" shall mean the extension from the building drain to the public sewer or other place of disposal.

"Building Drain" shall mean that part of the lowest piping of a drainage system which receives the discharge from soil, waste, and other drainage pipes inside the walls of the building and conveys it to the building sewer or other approved point of discharge, beginning five (5) feet (1.5 meters) outside the inner face of the building wall.

"Stormwater Runoff" shall mean that portion of the precipitation that is drained into the sewers.

"Sewerage" shall mean the system of sewers and appurtenances for the collection, transportation and pumping of sewage.

"Easement" shall mean an acquired legal right for the specific use of land owned by others.

Sec. 9 Treatment:

"Pretreatment" shall mean the treatment of wastewaters from sources before introduction into the wastewater treatment works.

"Wastewater Treatment Works" shall mean an arrangement of devices and structures for treating wastewater, industrial wastes, and sludge. Sometimes used as synonymous with "waste treatment plant" or "wastewater treatment plant" or "pollution control plant".

Sec. 10 "Wastewater Facilities" shall mean the structures, equipment, and processes required to collect, carry away, and treat domestic and industrial wastes and transport effluent to a watercourse.

Sec. 11 Watercourse and connections:

"Watercourse" shall mean a channel in which a flow of water occurs, either continuously or intermittently.

"Natural Outlet" shall mean any outlet into a watercourse, pond, ditch, lake, or other body of surface or groundwater.

Sec. 12 User types:

"User Class" shall mean the type of user "residential, institutional/governmental, commercial", or "industrial" as defined herein.

"Residential User" shall mean all dwelling units such as houses, mobile homes, apartments, and permanent multi-family dwellings.

"Commercial User" shall include transit lodging, retail and wholesale establishments or places engaged in selling merchandise, or rendering services.

"Institutional/Governmental User" shall include schools, churches, penal institutions, and users associated with Federal, State, and local governments.

"Industrial Users" shall include establishments engaged in manufacturing activities involving the mechanical or chemical transformation of materials of substance into products.

"Control Manhole" shall mean a structure located on a site from which industrial wastes are discharged. Where feasible, the manhole shall have an interior drop. The purpose of a "control manhole" is to provide access for the \_\_\_\_\_  
(City, Village, etc.)  
representative to sample and/or measure discharges.

Sec. 13 Types of charges:

"Wastewater Service Charge" shall be the charge per quarter or month levied on all users of the Wastewater Facilities. The service charge shall be computed as outlined in Chapter 00, Article II and shall consist of the total or the Basic User Charge, the Local Capital Cost and a Surcharge, if applicable.

"User Charge" shall mean a charge levied on users of treatment works for the cost of operation, maintenance and replacement.

"Basic User Charge" shall mean the basic assessment levied on all users of the public sewer system.

"Debt Service Charge" shall be the amount to be paid each billing period for payment of interest, principal and coverage of (loan, bond, etc.) outstanding.

"Capital Improvement Charge" shall mean a charge levied on users to improve, extend or reconstruct the sewage treatment works.

"Local Capital Cost Charge" shall mean charges for costs other than the Operation, Maintenance and Replacement costs, i.e. debt service and capital improvement costs.

"Surcharge" shall mean the assessment in addition to the basic user charge and debt service charge, which is levied on those persons whose wastes are greater in strength than the concentration values established in Chapter 00, Article III.

"Replacement" shall mean expenditures for obtaining and installing equipment, accessories, or appurtenances, which are necessary during the useful life of the treatment works to maintain the capacity and performance for which such works were designed and constructed. The term "operation and maintenance" includes replacement.

"Useful Life" shall mean the estimated period during which the collection system and/or treatment works will be operated.

"Sewerage Fund" is the principal accounting designation for all revenues received in the operation of the sewerage system.

## APPENDIX #2

### APPLICATIONS FOR SEWER PERMITS

- a) Residential or Commercial Building Sewer
- b) Private Sewage Disposal
- c) Industrial Sewer

RESIDENTIAL BUILDING SEWER APPLICATION

To the \_\_\_\_\_ of \_\_\_\_\_:  
(City, Village, etc.)

A. THE UNDERSIGNED, being the \_\_\_\_\_ property located  
(Owner, Owner's Agent)

at \_\_\_\_\_ DOES HEREBY REQUEST a  
Number Street  
permit to install and connect a building to serve the \_\_\_\_\_  
(Residence)  
at said location.

1. The following indicated fixtures will be connected to the proposed building sewer:

Number	Fixtures	Number	Fixtures
_____	Kitchen Sinks	_____	Water Closets
_____	Lavatories	_____	Bath Tubs
_____	Laundry Tubs	_____	Showers
_____	Urinals	_____	Garbage Grinders

Specify other fixtures \_\_\_\_\_.

2. The maximum number of persons who will use the above fixtures is \_\_\_\_\_.

3. The name and address of the person or firm who will perform the proposed work is \_\_\_\_\_.

4. Plans and specifications for the proposed building sewer are attached hereunto as Exhibit "A".

B. In consideration of the granting of this permit, THE UNDERSIGNED AGREES:

1. To accept and abide by all provisions of the \_\_\_\_\_  
(City, Village, etc.)  
Code of the \_\_\_\_\_ of \_\_\_\_\_  
(City, Village, etc.)  
and of all of the pertinent ordinances or regulations that may be adopted in the future.

2. To maintain the building sewer at no expense to the \_\_\_\_\_.  
(City, Village, etc.)

3. To notify the \_\_\_\_\_ when the building sewer is ready  
(Approving Authority)

for inspection and connection to the public sewer, but before any portion of the work is covered.

DATE: \_\_\_\_\_ SIGNED: \_\_\_\_\_  
(Applicant)

\_\_\_\_\_  
(Address of Applicant)

\_\_\_\_\_  
(Certification by \_\_\_\_\_ Treasurer)  
(City, Village, etc.)

\$ \_\_\_\_\_ connection fee paid.

\$ \_\_\_\_\_ inspection fee paid.

Application approved and permit issued:

DATE: \_\_\_\_\_ SIGNED: \_\_\_\_\_  
(Approving Authority)

PRIVATE SEWAGE DISPOSAL APPLICATION

To the \_\_\_\_\_ of \_\_\_\_\_:  
(City; Village, etc.)

A. THE UNDERSIGNED, being the \_\_\_\_\_  
(Owner, Owner's Agent)  
of the property located at \_\_\_\_\_  
Number Street

DOES HEREBY REQUEST a permit to install sanitary sewage disposal facilities to serve the \_\_\_\_\_ at said location.  
(Residence, Commercial Building, etc.)

1. The proposed facilities include: \_\_\_\_\_  
\_\_\_\_\_ to be constructed in complete accordance with the plans and specifications attached hereunto as Exhibit "A".
2. The area of the property is \_\_\_\_\_ square feet (or \_\_\_\_\_ square meters).
3. The name and address of the person to be served by the proposed facilities is:  
\_\_\_\_\_.
4. The maximum number of persons to be served by the proposed facilities is:  
\_\_\_\_\_.
5. The locations and nature of all sources of private or public water supply within the one hundred (100) feet (30.5 meters) of any boundary of said property are shown on the plat attached hereunto as Exhibit "B".

B. In consideration of the granting of this permit, THE UNDERSIGNED AGREES:

1. To furnish any additional information relating to the proposed work that shall be requested by the \_\_\_\_\_.  
(Approving Authority)
2. To accept and abide by all provisions of the \_\_\_\_\_  
(City, Village, etc.)  
Code, of the \_\_\_\_\_ of, \_\_\_\_\_,  
(City, Village, etc.)  
and of all other pertinent ordinances or regulations that may be adopted in the future.
3. To operate and maintain the wastewater disposal facilities covered by this application in a sanitary manner at all times, in compliance with all requirements of the \_\_\_\_\_  
(City, Village, etc.)  
and at no expense to the \_\_\_\_\_.  
(City, Village, etc.)

4. To notify the \_\_\_\_\_ at least twenty-four (24) hours prior to  
(Approving Authority)  
commencement of the work proposed, and again at least twenty-four (24) hours prior to the  
covering of any underground portions of the installation.

DATE: \_\_\_\_\_

SIGNED: \_\_\_\_\_

(Applicant)

\_\_\_\_\_  
(Address of Applicant)

\$ \_\_\_\_\_ inspection fee paid.

\_\_\_\_\_  
(Certification by \_\_\_\_\_ Treasurer)  
(City, Village, etc.)

Application approved and permit issued:

DATE: \_\_\_\_\_

SIGNED: \_\_\_\_\_

(Approving Authority)



COMMERCIAL, INSTITUTIONAL/GOVERNMENTAL, AND INDUSTRIAL  
SEWER CONNECTION APPLICATION

To the \_\_\_\_\_ of \_\_\_\_\_:  
(City, Village, etc.)

A. THE UNDERSIGNED being the \_\_\_\_\_ of the  
(Owner, Lessee, Tenant, etc.)  
property located at \_\_\_\_\_  
DOES HEREBY REQUEST a permit to \_\_\_\_\_ an industrial sewer  
(Install, Use)  
connection serving the \_\_\_\_\_ which company is  
(Name of Company)  
engaged in \_\_\_\_\_ at said location.

1. A plat of the property showing accurately all sewers and drains now existing is attached hereunto as Exhibit "A".
2. Plans and specifications covering any work proposed to be performed under this permit is attached hereunto as Exhibit "B".
3. A complete schedule of all process waters and industrial wastes produced or expected to be produced at said property, including a description of the character of each waste, the daily volume and maximum rates of discharge, and representative analyses, is attached hereunto as Exhibit "C".
4. The name and address of the person or firm who will perform the work covered by this permit is \_\_\_\_\_  
\_\_\_\_\_.

B. In consideration of the granting of this permit THE UNDERSIGNED AGREES:

1. To furnish any additional information relating to the installation or use of the industrial sewer for which this permit is sought as may be adopted in the future.
2. To operate and maintain a control manhole and any waste pretreatment facilities, as may be required as a condition of the acceptance into the public sewer of the industrial wastes involved in an efficient manner at all times, and at no expense to the  
\_\_\_\_\_.

(City, Village, etc.)

3. To cooperate at all times with the \_\_\_\_\_, and his  
(Approving Authority)  
representative in their inspecting, sampling, and study of the industrial wastes, and any facilities provided for pretreatment.

4. To notify the \_\_\_\_\_ immediately in event of any accident, negligence,  
(Approving Authority)  
or other occurrence that occasions discharge to the public sewers of any wastes or process  
waters not covered by this permit.

DATE: \_\_\_\_\_ Signed: \_\_\_\_\_  
(Applicant)

\_\_\_\_\_  
(Address of Applicant)

\_\_\_\_\_  
(Certification by \_\_\_\_\_ Treasurer)  
(City, Village, etc.)

\$ \_\_\_\_\_ connection fee paid.

\$ \_\_\_\_\_ inspection fee paid.

Application approved and permit granted:

DATE: \_\_\_\_\_ Signed: \_\_\_\_\_  
(Approving Authority)

RD: JMK: ct/548k,sp1-37

Attachment

The purpose of a User Charge System is to generate revenues from each user class commensurate with the operation, maintenance, and replacement (O, M & R) cost incurred by the City to provide such users with wastewater treatment services. A User Charge System is comprised of two elements: the legislative enactments (ordinances) and the engineering/accounting data necessary to demonstrate the proportionality of the User Charge System using a cost-rate-revenue relationship.

Information pertaining to the UCS should, as a minimum, include the following:

**ENGINEERING/ACCOUNTING**

1. Number of users by class:

Residential	
Commercial	
Industrial	
Institutional/Governmental	

2. Billable flow and loading by user class:

	Annual Billable Flow	BOD (lbs/day)	SS (lbs/day)
Residential			
Commercial			
Industrial			
Institutional/Governmental			
Total			

3. Total annual flow (including I & I): \_\_\_\_\_

4. Loading concentrations by user class:

	BOD (mg/l)	SS (mg/l)	Other (mg/l)
Residential			
Commercial			
Industrial			
Institutional/Governmental			

5. Itemized operation, maintenance and replacement budget for the grantee's treatment works, or estimates for the first year O, M & R budget. This budget should include costs for treatment, conveyance, collection and billing but should not include local capitol costs. Capitol costs should be shown separately. (See Attachment.)
6. O, M & R costs (exclusive of costs for debt service) should be proportioned by volume and strength. Specifically, show units costs per unit of volume and strength (i.e. cost per 1000 gallons, cost per lb. of BOD, cost per lb. of suspended solids).
7. O, M & R costs by class (exclusive of costs for debt service):

Residential	
Commercial	
Industrial	
Institutional/Governmental	
Total O, M & R Costs	

8. Please show the following rates and exhibit the calculations used in their formulation:

Basic User Charge (per unit volume)	
Minimum User Charge (if applicable)	
Debt Service Charge	
Surcharge Rates for BOD (per lb)	
Surcharge Rates for SS (per lb)	

9. Based on the proposed rates, estimate the revenues to be generated annually from each user class. This should be exclusive of revenue generated for debt service.

Residential	
Commercial	
Industrial	
Institutional/Governmental	
Total O, M & R Costs	