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# General Information

## Introduction

Only persons engaged in the sewer construction or plumbing business can become certified as a Certified Tapper. Only persons certified as Certified Tappers by SD1 will be allowed to connect sanitary building lateral sewer and/or building lateral storm sewer to SD1's sewer system or abandon any sanitary building sewer and/or building storm sewer to SD1's sewer system. All connections made directly to the sanitary line/combined sewer, separate storm sewer, manhole, and abandonment of service laterals will require an inspection by a SD1 representative. These changes were initiated for the following reasons:

- To help eliminate the number of illegal and improper taps being made throughout the collection system.
- To help maintain the integrity of the sewer system by reducing the amount of inflow and infiltration that can enter the system through bad taps or improper abandonment of service laterals.
- To ensure that unused taps are abandoned properly.
- To provide an avenue for SD1 to keep certified tappers informed about changes to the Rules and Regulations or specifications for tapping the system.

Those who receive this certification will be added to a Certified Tappers List which will be made available to the general public through SD1.

## PROHIBITED GENERAL

No authorized person or public authority shall uncover, make any connections with or opening into, use, alter or disturb any SD1 sewer or appurtenances thereof without first obtaining the appropriate permit(s) from SD1.

No person shall install or cause to be installed, any building lateral or make any service connection to any sewer within SD1's jurisdictional boundary without a plumbing permit secured from the State Plumbing Program Director, Kentucky Department for Natural Resources and Environmental Protection and the construction shall conform to the requirements of the Kentucky State Plumbing Law and Code, Rules and Regulations. The construction shall also conform to SD1's Rules and Regulations, details, specifications and/or to any other public authority having jurisdiction and control of the sewer to which the connection is being made or will be made.

## Certification Process

Applicants are required to view a presentation and pass a written exam before their certification is issued. The Application for Sewer Tapper Certification, bond, and fee must be submitted prior to requesting the test. Additional refresher training programs will be provided as requested or deemed necessary by SD1.

Following the successful completion of this test, each applicant will receive a digital photo certification identification (ID) which will contain their individual certification number. Certified Tappers will be required to display this ID at the time of the inspection.

Certified Tappers will be required to renew their certification on an annual basis and receive a new ID. They will not be required to attend the training program for this certification renewal unless it is deemed necessary.

If initial certification is issued up to four months prior to annual renewal date you will not be required to pay the renewal fee in March.

### **Associated Costs**

Individuals and/or companies interested in having their employees certified must post a bond using the Licensed Sewer Tappers Bond form. This bond will be used to cover costs for correcting improper taps if not fixed within an appropriate time frame or to complete unfinished work. There is no limit to the number of Certified Tappers that a company may have under this bond as long as they are employed by that company.

In addition to the bond, each individual that wishes to be certified is required to pay an application fee (see current Fee Schedule) which must accompany the Application for Sewer Tapper Certification. To renew this certification, individuals will be required to pay an annual renewal fee (see current Fee Schedule). Both the initial application fee and the certification renewal fee are required to cover the administrative costs of the program.

### **Loss of Certification & Fines**

When improper or illegal taps are installed and not corrected, certification may be revoked for a period of not less than one year and certification will only be reissued after successful completion of the training program.

Fines may be levied against individuals and/or companies that do not comply with SD1's Rules and Regulations. Those responsible will be liable for resulting damages and fines shall be levied as detailed on the Fee Schedule.

# SD1

## Contact Information That You Need to Know

Plan Review Group and Scheduling	Tracy Watson	859-578-7460 <a href="mailto:twatson@sd1.org">twatson@sd1.org</a>
Inspection Information	Mike O'Bryan	859-578-7450 Office Ext. 6749 859-250-7862 Cell <a href="mailto:mobryan@sd1.org">mobryan@sd1.org</a>
Storm Water Illicit Discharge Group	Darren Martin	859-547-1641 <a href="mailto:dmartin@sd1.org">dmartin@sd1.org</a>
Safety Department	Paul Coulter	859-578-7458 <a href="mailto:pcoulter@sd1.org">pcoulter@sd1.org</a>
Fats, Oils and Grease  <a href="mailto:monitoring@sd1.org">monitoring@sd1.org</a>	Industrial Monitoring Dept.	859-547-1673 Industrial-

# Safety Procedures

Pursuant to the KYOSHA Safety Standards, each job site must have the required safety equipment based upon potential hazards at the job site for work being performed. **Although SD1 is not responsible for proper safety practices on the job site, if we observe that proper safety equipment is not in use, we will not be able to make the inspection.**

If, in the opinion of the inspector, a safety hazard is observed, he/she will make note of the hazard(s) on the job appropriate permit sheet (Lateral and Main Line Connection and Repairs to the Sanitary Sewer Application and Permit, Storm Sewer Connection Application and Permit, Sewer Lateral Abandonment Application and Permit, Separate Storm Sewer Connection Application and Permit, and Sewer Manhole Tap Application and Permit), and if deemed necessary, contact the local authorities if there is an imminent danger. If an inspector is unable to complete the inspection, another inspection must be scheduled, and a re-inspection fee will be charged as noted on the Tap Violation Form.

Entry into SD1 manholes will require a submittal of a safety plan prior to entry. This submittal shall be sent to Tracy Watson and upon approval shall be kept in your company's file. Your plan will only need to be submitted once unless your company's procedures change. If your plan is site specific, you will need to submit a plan each time the site changes.

This procedure is being enforced to promote the well being of you, the public and the SD1's inspectors.

# Illicit Discharge Detection and Elimination Plan

SD1 has developed an Illicit Discharge Detection and Elimination Plan in order to help improve and maintain water quality in Northern Kentucky.

An illicit discharge has been defined by the EPA as “any discharge into a separate storm sewer system that is not composed entirely of storm water”. Typically, illicit discharges enter a storm sewer system either through direct connections, e.g., sanitary sewer piping, or indirectly from cracked sanitary sewer conveyance systems, spills collected by storm drains or from contaminants dumped directly into a storm drain inlet. Pollutants associated with illicit discharges include heavy metals, toxics, oil and grease, solvents, nutrients, and pathogens. These untreated discharges have the potential to cause significant degradation to receiving waterways.

The work you do, if done improperly, can contribute to an illicit discharge. It is important for you to understand SD1’s Rules and Regulations so you can take extra caution when performing your job and understand the actions that will be taken if you don’t.

## Section 1202 Prohibition of Illicit Discharges:

SD1 Storm Water Rules and Regulations state that no person shall discharge or cause to be discharged into the MS4 any materials, including but not limited to pollutants or waters containing any pollutants that cause or contribute to a violation of applicable water quality standards, other than storm water. Illicit discharges include the discharge of spills and the dumping or disposal of materials other than storm water (including, but not limited to, industrial and commercial and residential wastes) into the MS4.

## Section 1203 Allowable Non-Storm Water Discharges:

Refer to Section 1203 in SD1’s Rules and Regulation for an example of the non-storm water discharges that are allowed.

## Section 1204 Prohibition of Illicit Connections

SD1 Storm Water Rules and Regulations state the construction, use, maintenance, or continued existence of an illicit connection to the storm drainage system is prohibited. The provisions expressly include, without limitations, illicit connection made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection. A person is considered to be in violation of this regulation if the person connects a line conveying sewage to the storm drainage system or allows such a connection to continue.

It is important that SD1 is notified of any suspicious discharges as soon as they are detected. When trying to determine if what you see is an example of a contaminated discharge to the storm water collection system, look for: liquid flowing from pipes during dry weather, foam appearing in streams, lakes and other bodies of water, discolored water, and unusual odors.

To help prevent illicit discharges, properly identify the storm and sanitary lines, or call SD1 for help when in doubt.

# Fats, Oils and Grease (FOG) Management Program

The FOG Program was created as 'Part of SD1's Clean H2O40 initiative, the program exists to address sanitary sewer overflows (SSOs) to achieve compliance with environment regulations. The goal of SD1's FOG program is to improve local waterways by addressing raw sewage overflows.'

Although, a **Certified Tapper License is not required to install a grease trap**, this training will give you information regarding the new regulations for accurately selecting and installing Grease Control Equipment (GCE) and to properly correct any problems found in existing GCE.

SD1 must develop and enforce a Fats Oils & Grease (FOG) Control Program to ensure that FOG accumulation does not restrict the capacity of the sewer system and contribute to Sanitary Sewer Overflows.

The FOG Management Program consists of three parts: Food Service Establishment (FSE) Wastewater Discharge Permit, Waste Hauler Certification and GCE Design and Sizing Criteria.

GCE Design and Sizing Criteria

- **All new and significantly remolded FSEs in SD1 service area must comply with SD1 GCE design and sizing criteria.**

Using the SD1 Plan Submission Form submit plans to Industrial Monitoring Department. The review process takes 7 to 10 business days, and you will be notified with the decision. After receiving an approval letter, you must contact the Inspection Group for an inspection. Inspection will occur within 48 hours unless otherwise requested.

# SERVICE LATERAL CONNECTION SPECIFICATIONS

## 1. General

- A. A separate and independent building lateral shall be provided for every building that is to be occupied and all buildable lot(s) unless otherwise approved by SD1. The minimum size shall be four inches for a single-family unit. B. In residential subdivisions with sanitary sewers, all buildable lots shall be served by connections to the sanitary sewer system either by gravity or by means of a pump. No individual disposal devices will be permitted.
  - B. Only persons certified as a certified tapper with SD1 will be allowed to connect building laterals to the sanitary sewer system.
  - C. The building lateral and all internal and external plumbing shall be constructed of materials meeting the standards of SD1 and requirements of the Kentucky State Plumbing Law and Code, Rules and Regulations.
  - D. A service connection shall be constructed as part of the improvement to the property line of the premises served.
    - 1) The building lateral shall be connected into the sewer at the curb or property line if a service connection is available at this location. Where no service connection is available, the owner of the building shall extend the building lateral to the sewer.
    - 2) The building lateral shall be owned and maintained by the owner of the property from the point of connection to the sewer to the building served (including the portion of the building lateral that is under the public right-of-way).
    - 3) No building lateral shall be laid in such a manner as to impact the foundation of the building being served. The depth shall be sufficient to afford protection from frost. The building lateral shall be laid at uniform grade and in straight alignment. Changes in direction shall be made only with proper fittings.
    - 4) The details and construction of all connections shall be inspected and approved by SD1 and made in accordance with these Rules and Regulations and SD1's Certified Tapper Manual.
2. Whenever the public sewer is deep enough to serve basements, all sanitary fixtures should be connected to the public sewer by gravity. This connection should include all laundry facilities and the basement floor drain.

3. In those instances where the public sewer is not of sufficient depth to serve the basement fixtures, the owner will be permitted to install a high level connection and pump laundry waste and the waste from the basement floor drain to the sanitary sewer by means of an approved sanitary pump.
4. The removal of an existing sump pump shall be at the option of the owner. However, if it is to remain in service to pump sanitary sewage into the building sewer (including laundry waste and the basement floor drain), all foundation drains or other groundwater or storm water connections thereto shall be permanently disconnected there from and handled in some other manner. If it is to remain in place to pump groundwater or storm water, all sanitary connections shall be broken and sealed and the discharge from the sump pump shall be piped to a proper storm drain, natural outlet or drainage field.
5. Connections to existing public sewers where wyes or tees are not available shall be made by one of the following methods:
  - A. Install a wye or tee saddle or approved fitting according to details shown on SD1 Standard Detail, a copy of which is available at SD1's office.
  - B. Install a tee saddle using a Wheeler – Pilot hole cutter (tapping machine) or equivalent machine and a saddle expressly made to fit into the hole formed by the machine. The saddle shall be sealed to the sewer with a Polyurethane Adhesive Sealant (ASTM C-920) formulated for bonding to the sewer material and the saddle. The saddle material may be a corrosion resistant material or polyurethane. The strength of the installed and bonded saddle shall exceed the strength of a factory-installed tee.
  - C. Install a standard wye or tee pipe section per manufactured recommendation or method approved by SD1.
6. The details and construction of all connections shall be inspected and approved by SD1 and by the plumbing inspector.
7. Connections for new service laterals shall be "Y" or "T" fittings of the same material as the sewer in which the fittings are to be installed. The fittings shall be factory made and no field-made fittings shall be used. Service laterals of eight (8) inches or greater must be connected to the sewer at existing manholes or a new precast manhole base must be installed. Connections to manholes require special permits.

8. Where connections are required to be made to an existing sewer, at locations where "Y" or "T" fittings do not exist, the connections shall be made by means of manufactured tapping saddles (Appendix "A") or Inserta Tee's (Appendix "E") having been approved by the host pipe manufacturer. The existing pipe shall have an opening made to fit the size of the opening in the saddle. The opening shall be made with the proper sized hole saw. Connections must be free of water.
9. The saddle shall be seated onto the existing pipe with no portion of the saddle protruding inside of the pipe. A Polyurethane Adhesive Sealant shall be applied between the saddle and the host pipe. No sealant shall protrude inside of the pipe. The sealant must meet ASTM C-920. Sikaflex 1A or other approved sealant shall be considered to meet this requirement.
10. If the saddle has been installed on a vitrified clay or concrete host pipe, the saddle and pipe to which it is attached shall be completely encased in concrete to a minimum of twelve (12) inches each way of the saddle (see Appendix "B"). A fast-setting concrete mix shall be used and allowed to cure before back filling. (NOTE: Hand mix prior to placement around tap and host pipe). Backfilling cannot occur until after inspection. If the excavation exceeds these dimensions the encasement shall go to the excavation limits.
11. Manufactured tapping saddles shall be attached to the sewer with two (2) stainless steel bands and a polyurethane adhesive sealant. Tapping saddles and Inserta Tee's do not require concrete encasement when attached to a PVC host pipe. The excavation area and saddle shall be backfilled with sand or clean gravel, if water is present, to a height of one (1) foot over the tapping saddle and host pipe and shall be placed after inspection.
12. The centerline of the fitting or saddle shall not be lower than the spring line of the pipe or higher than three-quarters (3/4) of the pipe diameter and shall be perpendicular to the pipe.
13. In the event that a standard wye or tee is to be installed: The fitting shall be installed by cutting out the sewer pipe, maintaining square ends, inserting the standard wye or tee pipe section, and sealing each joint with a rubber collar adapter. Each joint space between the existing pipe and the inserted section shall not exceed one (1) inch. The collar adapter shall be compressed to the pipe by means of two (2) stainless steel bands and the entire connection will be encased in concrete to the limits of the excavation.
14. Whenever the sewer is deeper than nine (9) feet at the service lateral, a riser pipe (Appendix "C") may be installed up from the fitting unless full depth is required for service lateral grades. All riser pipes shall be constructed according to SD1 standard detail.

15. An SD1 representative shall inspect each service lateral connection at the time of its installation.
16. Connections made between new house sewers and an extended lateral shall be by means of host adapters and shall not be connected without first obtaining proper permits from SD1.
17. All existing building sewer connections shall always remain in service. When necessary, because of reasons of construction to disrupt a building sewer, the Contractor shall make arrangements to keep the flow in the sewer main.
18. Any septic tanks, cesspools or similar individual private sewage disposal facility shall be abandoned to the satisfaction of the appropriate public authority.
19. All permits must be on the jobsite at the time of inspection. Fees will be assessed for all reinspections, including a reinspection due to lack of permit on site.
20. An SD1 representative shall inspect all new and re-connections to the sanitary sewer system within the SD1 sanitary sewer easement and portions of the service lateral not inspected by the State Plumbing Inspector. Inspection must be performed prior to covering the service lateral connection. Connection must be visible at the time of inspection. All materials for proper backfill must be on site at the time of inspection. If the inspector must return to the site to reinspect the sewer due to lack of proper materials being on site, a reinspection fee will be assessed. The Certified Tapper must be on-site at the time of inspection and the Certified Tapper's ID Certification Card must be on-site for the inspection to be approved.
21. Previously extended laterals will be marked with a marker painted green and extended ABOVE GRADE BY AT LEAST THREE (3) FEET. If you cannot locate the marker, contact SD1 for the measurement from the nearest downstream manhole, if available.
22. When connecting to a manhole, prior approval must be obtained.
23. If approved to connect to the sanitary sewer manhole, the tapping procedure shall be as follows:
  - A. The manhole must be core drilled.
  - B. A neoprene boot must be installed in the core-drilled manhole.
  - C. Manholes that are less than 10 feet deep will require the core drilling of the manhole bench. A drop pipe will not be allowed.

- D. If the manhole is in excess of 10 feet deep a “T” fitting must be installed so that the top end of the “T” is partially inside of the manhole wall. This will allow for the drop pipe to fit snugly against the inside of the manhole wall (Appendix “D”).
  - E. The drop pipe will require a minimum of two corrosion resistant or stainless-steel straps bolted to the manhole wall located within 2 feet of the core drill and 2 feet of the bench to secure the drop pipe. Drop pipes in excess of 10 feet will require an additional strap for each 10 feet of drop pipe.
  - F. There must be a 90-degree bend installed on the bottom of the drop pipe to divert the flow into the manhole invert.
  - G. A concrete cradle will be formed under the 90-degree bend and a concrete channel will be installed to direct the flow into the invert. The concrete channel shall have a minimum of 1 inch per foot of fall to the invert.
  - H. Only one 6 inch or two 4 inch inside drops are allowed per manhole, when approved.
  - I. Please allow at least one week for the processing and approval of a manhole tapping permit.
  - J. Stub Connections Out of Manhole:
    - 1. Stub may be extended to make a connection on the mainline. You must then cap the end of newly extended stub beyond point of lateral connection. No more than one tap will be allowed per stub. All other connections must be manhole connections, unless otherwise deemed necessary by SD1.
    - 2. Connection to the end of the stub as a lateral is not permitted without first obtaining prior approval from SD1.
28. Cast in place bases may be used only when constructing a manhole over an existing sewer or with advance approval from the SD1.
29. In addition to applicable fees, any person or public corporation willfully failing to comply with these Specifications and SD1’s Rules and Regulations shall be liable for damages caused by such failure and for the cost of renewing any construction damaged or destroyed. The Certified Tapper’s certification may be suspended for not less than one year and the Certified Tapper will need to be recertified before a new certification is issued. Those who have failed to receive their tapper certification and continue making connections to SD1’s sewer system will be subject to fines as identified in the SD1’s most recent and applicable fee schedule.
30. Storm Sewer Taps into SD1’s system in a combined area must have a trap in the first upstream structure unless otherwise approved by SD1.
31. Connections to force mains cannot be made.

# **STORM SEWER SPECIFICATIONS**

## **STORM SEWERS AND DRAINAGE STRUCTURES**

### **from Section 02630**

#### **3.4 CONNECTIONS**

- 3.4.1 Flexible connections or hydrophilic sealant and Okum rope, or an approved non-bentonite equal, with the pipe grouted in place shall be used for all connections at manholes, yard drains, and standard inlets regardless of the pipe's diameter. Flexible connections at manholes shall be elastomeric gaskets or couplings, manufactured in accordance with ASTM C 1478, Standard Specification for Storm Drain Resilient Connectors Between Reinforced Concrete Structures, Pipes, and Laterals for pipes less than or equal to 48" in diameter.
- 3.4.2 For precast curb inlets (catch basins) (other than those with knockout panels), the opening around the pipe shall either be filled with non-shrink grout for the wall thickness of the structure or the pipe shall be encased with minimum 6 inch collar of concrete from the inside face of the wall to 1'-0" outside the outer face of the wall. The pipe shall be adequately supported to prevent settling while the grout or the concrete encasement is curing. The inside faces of the structure walls shall be finished with a trowel. The diameter of the opening shall be no more than 8 inches greater than the outside diameter of the pipe.
- 3.4.3 For precast yard drains and curb inlets (catch basins) with knockout panels, holes for the pipes shall not be cut into the structural members (i.e., top beams and corner columns) and non-shrink grout shall not be allowed to be placed around the pipes. The pipes shall be encased with a minimum 6 inch concrete collar all around the outside of pipe or a minimum of 3 inches beyond the hole knocked in the wall, whichever is greater. Also, the concrete encasement shall extend from the inside face of the wall to 1'- 0" outside the outer face of the wall.

#### **3.5 STORM LATERAL CONNECTIONS**

- 3.5.1 Roof downspouts, footing or foundation drains, and sump pumps shall discharge in accordance with the local governing subdivision regulations. All storm lateral connections (downspouts, footing or foundation drains, sump pumps, etc) to the storm sewer shall be prohibited unless explicitly approved by SD1 due to uncommon circumstances (i.e. inadequate discharge distances from foundations, narrow side yards, etc).

# PERMIT INFORMATION

ALL PERMITS REQUIRED FOR TAPPING THE SD1 SANITARY AND/OR STORM SEWER SYSTEM MUST BE ON SITE AT THE TIME OF CONNECTION.

ALL PERMITS REQUIRED FOR ABANDONING A SANITARY AND/OR STORM SEWER CONNECTION MUST BE ON SITE AT THE TIME OF ABANDONMENT.

THE CERTIFIED TAPPER IS REQUIRED TO BE ON-SITE AND HAVE THEIR TAPPER CERTIFICATION ID AVAILABLE AT THE TIME OF EVERY INSPECTION.

IF INSTALLING A SANITARY/STORM SEWER MAIN LINE EXTENSION WHERE INSTALLATION IS INSPECTED BY SD1 AND SD1 WILL TAKE OWNERSHIP OF THE LINE YOU WILL NOT HAVE TO OBTAIN A SANITARY/STORM SEWER CONNECTION APPLICATION AND PERMIT.

IF INSTALLING A SANITARY/STORM SEWER LINE EXTENSION WHERE THE INSTALLATION IS NOT INSPECTED BY SD1 AND THE LINE WILL REMAIN PRIVATE (PARKING LOT DRAIN SYSTEM) YOU WILL BE REQUIRED TO OBTAIN A SANITARY/STORM SEWER CONNECTION APPLICATION AND PERMIT FOR INSPECTION.

**Prior to scheduling an inspection, the inspection fee must be received by the Development Services Department.**

## APPLICATION FOR SANITARY SEWER CONNECTION PERMIT

1. A Sewer Capacity Connection Permit is required for all new connections to the SD1 sewer system. This permit is required whether connecting into a lateral from a previously connected building or a lateral for a newly developed lot.
2. Once SD1 has accepted ownership of the sanitary sewer a Sewer Capacity Connection Permit may be obtained by submitting the proper information to the SD1's Development Services Department a minimum of ten days before commencing work. The permit will take a minimum of ten business days for the plan review process, provided that we have received all required documentation, before it will be issued. The proper information to submit is completed Application for Sanitary Sewer Capacity Connection Permit, payment of all applicable Capacity Connection Fees (see Fee Schedule), evidence of having obtained the building construction permit for the building for which the Sewer Capacity Connection Permit is being issued (copy of building permit if new construction – proof of ownership, such as driver's license, if it is an existing building). If the application is for a commercial building, proof of water meter size must also be submitted (copy of receipt from the water district).

3. Anyone can apply for a Sewer Capacity Connection Permit.
4. Only a person who has been certified by SD1 as a Certified Tapper can make the connection. The person to whom a connection permit is issued will be held responsible for the proper installation of the sanitary building sewer in accordance with the Rules and Regulations, subject, however, to the condition that they hold SD1 harmless from any loss or damage.
5. All costs and expenses incidental to the installation and connection of the building sewer to SD1 Sewer shall be borne by the owner.
6. Any person making connection, either directly or indirectly, to the sanitary sewer without first obtaining a Sewer Capacity Connection Permit and a Certified Tapper Abandonment and Connection Permit shall be deemed to have made an illegal connection to SD1 sewers and shall be liable to SD1 for the amount of the Capacity Connection Fee in effect at the time the illegal connection is discovered by SD1 personnel, in addition to any other penalty or action which SD1 may impose or seek to have imposed pursuant to KRS Chapter 220 or the Rules and Regulations of SD1.

### **CERTIFIED TAPPER ABANDONMENT AND CONNECTION APPLICATION**

1. A Certified Tapper Abandonment and Connection Application is required for a new connection of an additional lateral for a existing building, to alter, repair or replace existing sewer laterals, storm sewer connections and abandonment of storm and/or sanitary sewer laterals. In addition, connections to the manhole will require a pre-inspection and a final inspection. Connections to the main line and repairs within 10 feet of the main line will require an inspection. No connection to the sanitary sewer system shall be buried before the required inspection.
2. The company to whom a permit is issued will be held responsible for the proper installation of the building sewer in accordance with SD1's Rules and Regulations and Service Lateral Specifications.
3. A Certified Tapper Abandonment and Connection Application will be issued only to a person or company certified through SD1 Certified Tapper Program.
4. On the application select what the application is for. After listing the property address, select if this is a new connection, re-connection, or repair and if it is for a residential or commercial property. Complete the property owner information and the certified tapper information. Complete the section below that corresponds with the type of permit selected.
5. Sign and submit the application with applicable inspection fees.

6. A Certified Tapper Abandonment and Connection Application may be obtained by applying in person at the SD1 office or by emailing an application to the permit clerk. The Certified Tapper Abandonment and Connection Application will be issued within ten business days. Inspection fees must be paid prior to scheduling an inspection.

**Specific to Sanitary Sewer Connections:**

1. The sanitary structure must be tapped as shown in the attached drawings (Appendix "D") and as described in the Service Lateral Specification. Reference the Storm Sewer Specification Storm Sewers and Drainage Structures from Section 02630 in this manual for storm structure connections. (Specifically, Section 3.4)
2. No sanitary sewer manhole shall be backfilled before the required inspection. **For structure connections a pre-inspection is required on-site with the Certified Tapper.**

**Specific to Sanitary/Storm Sewer Abandonments:**

1. **Every Lateral Abandonment, temporary or permanent, must have a permit and be inspected by SD1.** If a building is demoed a permit is required.
2. All sewer laterals (sanitary and storm) that are abandoned must be capped as close as possible to the sewer main. If the sewer main is in the street or on the other side of the street from the lateral it should be capped as close to the curb as possible.
3. The lateral must be capped with a manufactured cap of the same material as the sewer lateral or a rubber cap specifically manufactured for the purpose of capping pipe. The cap and the end of the lateral shall then be encased in concrete.
4. A SD1 representative must inspect all sewers that are abandoned at the time of abandonment.
5. Any line to be abandoned that connects into an SD1 structure (Storm or Sanitary) must complete the following: This will require a Confined Space Entry Procedure to be on file with SD1.
  - a. Existing pipes have to be removed and opening grouted to conform to the structure wall.
  - b. Laterals – all materials used in a drop pipe lateral, pipe, s/s hardware, and anchors to be removed.

- c. Invert and pipe opening at the bench area is to be grouted to conform with existing bench and wall opening.
6. A Certified Tapper Abandonment and Connection Application may be obtained by applying in person at the SD1 office or by emailing an application to the permit clerk. The Certified Tapper Abandonment and Connection Application will be issued within ten business days. Inspection fees must be paid prior to scheduling an inspection.

**Specific to Storm Sewer Connections:**

1. A permit is required for any storm sewer connection to SD1's system.
2. A set of plans may be required for approval along with the permit application. The plans should include profiles, construction details and the exact location of the connection to SD1's system. Calculations must also be submitted which indicate the amount of water to be discharged into SD1's system. Storm Sewer Taps into SD1's system in a combined area must have a trap in the first upstream structure unless otherwise approved by SD1.
3. When submitting an application, include a drawing of the property showing what is planned to be connected into the system and the reason for this connection.
4. Follow the Sanitary Sewer Specifications when making a connection to a storm sewer structure or storm sewer pipe. Connections made to a storm sewer structure or storm sewer pipe must be inspected by an SD1 Inspector. Connections into a storm sewer structure will require a pre-inspection with the certified tapper and will follow the specifications of tapping a sanitary manhole.



# SD1 SANITARY FEE SCHEDULE as of July 2023 – June 2024

## CAPACITY CONNECTION PERMIT

Fee Schedule:

Single Family Dwelling Unit \$4,581.00

<u>Commercial Water Meter Size</u>	<u>Capacity Connection Fee</u>
Up to ¾"	\$ 4,581.00
1"	\$ 8,098.00
1-1/2"	\$ 18,264.00
2"	\$ 32,407.00
3"	\$ 72,921.00
4"	\$ 129,640.00
6"	\$ 291,161.00
8"	\$ 516,472.00

### Multi – family dwelling units

3 units	\$ 4,581.00
4 – 5 units	\$ 8,098.00
6 – 12 units	\$ 18,264.00
13 – 20 units	\$ 32,407.00
21 – 50 units	\$ 72,921.00
51 – 115 units	\$ 129,640.00
116 – 250 units	\$ 291,161.00
251 - 500 units	\$ 516,742.00
over 500 units	must discuss with SD1

**Multi-family fees can be based on the water meter size, units per building or total number of units for project. Contact SD1 for assistance with number of units for fee calculations.**

Certified Tapper Sanitary Sewer Application and Permit	
Main Line Connection and/or Repairs	\$ 100.00
Manhole Connection	\$ 476.00
Certified Tapper Sewer Lateral Abandonment	\$ 100.00
Application & Permit	
Certified Tapper Storm Sewer System Connection	\$ 100.00
Application & Permit	
Application for Sewer Tapper Certification	\$ 164.00
Certified Tapper Certification Renewal	\$ 38.50
Reinspection Fee	\$ 100.00
Bond Cost	\$6,338.00
Fines:	
First Offense	\$ 500.00
Second Offense	\$ 750.00
Third Offense	\$1,000.00



# SD1 Tap Violation Form

Date: \_\_\_\_\_ Inspector: \_\_\_\_\_

Type of Violation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Location Address: \_\_\_\_\_

City: \_\_\_\_\_

Name and Address of Plumber or Person responsible: \_\_\_\_\_

\_\_\_\_\_

Corrective Action Taken: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

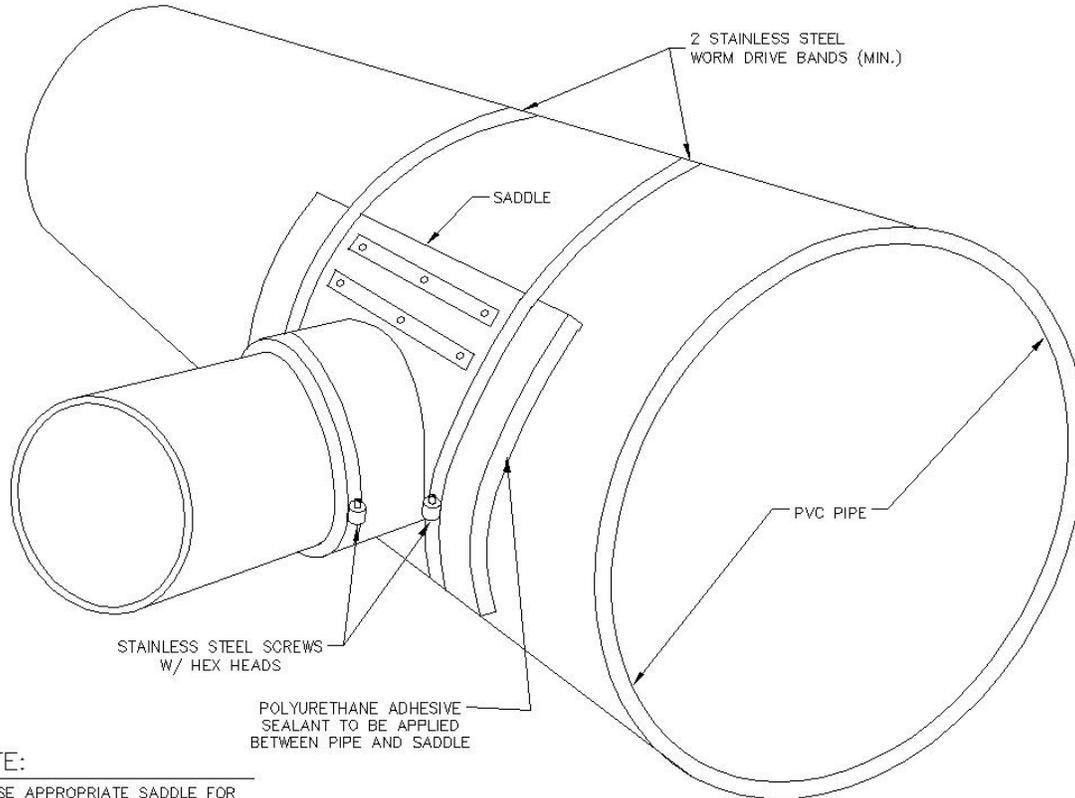
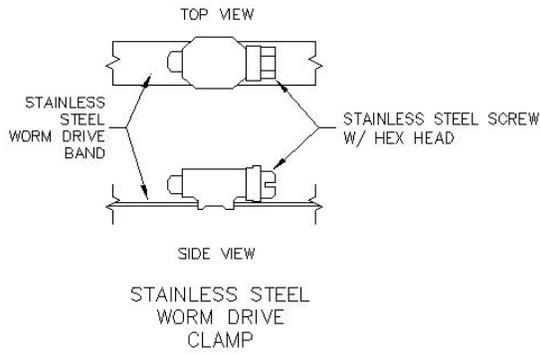
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\_\_\_\_\_

Certified Tapper Signature: \_\_\_\_\_

Certification Number: \_\_\_\_\_



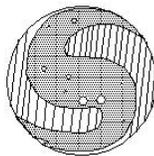
**NOTE:**

1. USE APPROPRIATE SADDLE FOR APPROPRIATE HOST PIPE.
2. 12" MIN. COVER ABOVE PIPE.
3. 4" MIN. BEDDING BELOW PIPE.
4. CLEAN SAND OR GRAVEL TO BE USED FOR BEDDING AND COVER

**PVC TAPPING SADDLE**

N.T.S.

REVISION	BY	DATE



**SANITATION DISTRICT NO. 1**

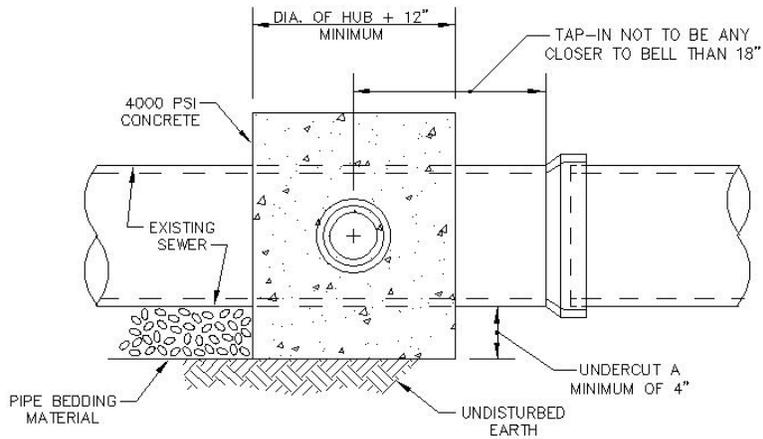
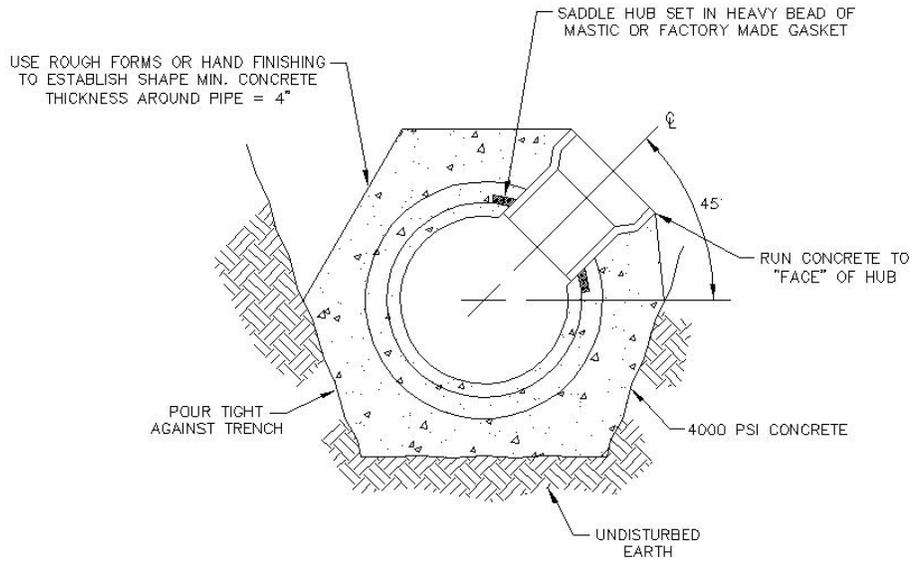
1045 Eaton Drive  
 FT. Wright, Kentucky 41017  
 Ph: (859) 578-7460  
 Fax: (859) 331-2436

DATE:  
 JAN. 2, 2003

STANDARD  
 DRAWING NO:

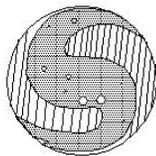
101

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**TAP ENCASEMENT**  
**FOR VCP AND CONCRETE PIPES**  
 N.T.S.

REVISION	BY	DATE



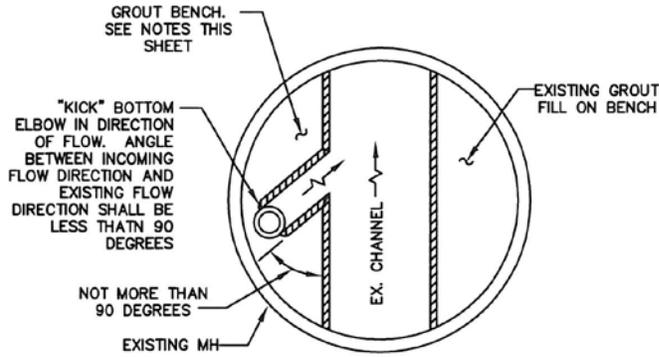
**SANITATION DISTRICT NO. 1**  
 1045 Eaton Drive  
 FT. Wright, Kentucky 41017  
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 Fax: (859) 331-2436

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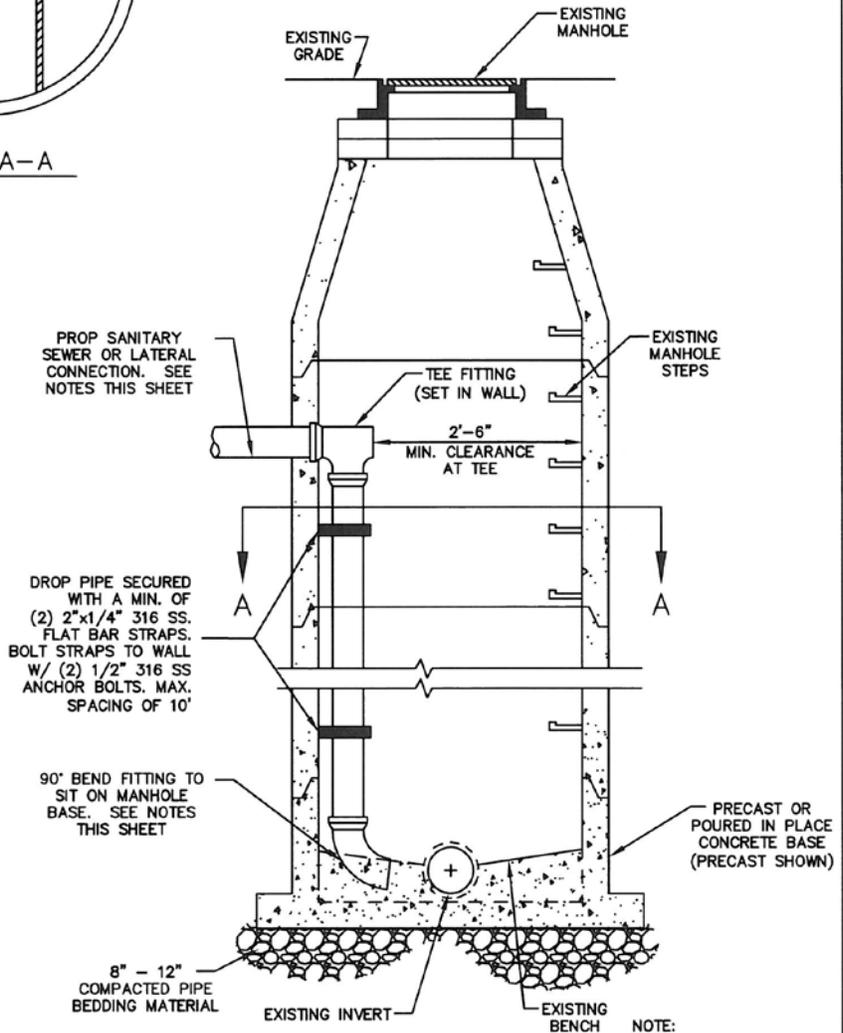




SECTION A-A

**NOTES**

1. PERMIT FEE AND INSPECTION REQUIRED
2. DROP CONNECTION TO BE MADE BELOW CONE SECTION.
3. DROP CONNECTION SHALL NOT INTERFERE WITH MANHOLE STEPS.
4. DROP CONNECTION MUST NOT DISTURB INTEGRITY OF JOINTS
5. NEW CHANNEL SHALL BE CUT INTO EXISTING BENCH TO ACCOMMODATE NEW DROP. CONTRACTOR TO RESTORE BENCH CHANNELS WITH GROUT TO REESTABLISH THE FLOW CHANNEL PER SD1 SPECIFICATIONS.
6. LATERAL TAP IN MANHOLE WALL SHALL BE CORE-DRILLED AND A PRESSURE FITTED BOOT WITH STAINLESS STEEL BANDS USED TO MAKE A WATER TIGHT SEAL
7. IF THE DEFLECTION ANGLE OF THE INCOMING SEWER EXCEEDS 5% FROM THE HORIZONTAL, A FITTING SHALL BE USED OUTSIDE THE MANHOLE WALL TO FACILITATE A MORE PERPENDICULAR CONNECTION TO THE MANHOLE WALL. THE USE OF THIS FITTING IS TO BE EVALUATED ON A CASE BY CASE BASIS BY SD1 ENGINEERS.
- 8.



NOTE:  
SEE DETAIL 113-A FOR  
PRECAST BASE DETAIL

INSIDE DROP MANHOLE  
N.T.S.

REVISION	BY	DATE

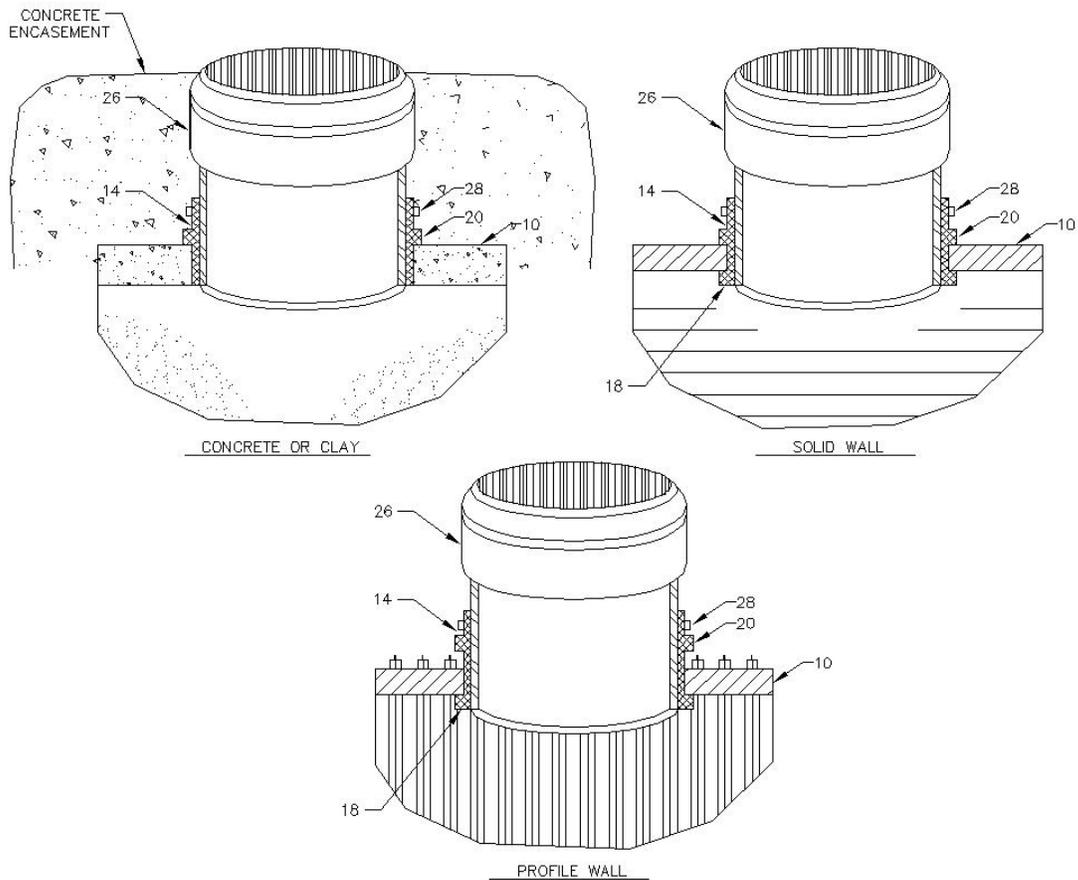


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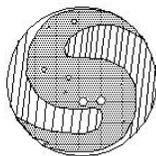
NOTE: AIR TIGHT SEAL IS ACCOMPLISHED WHEN PVC HUB (No. 26) IS DRIVEN INTO RUBBER SLEEVE (No. 14) CAUSING THE RUBBER SLEEVE TO COMPRESS BETWEEN PIPE WALL (No. 10) AND PVC HUB (No. 26).

- FIGURE 10 MAINLINE PIPE WALL WHERE BRANCH LINE IS CONNECTED.
- FIGURE 14 COMPLETE RUBBER SLEEVE CONSISTING OF C-448 SPECIFICATIONS.
- FIGURE 18 RUBBER SEGMENT WHICH IS MOLDED INTO THE RUBBER SLEEVE. THIS PREVENTS SNAP OUT ON THE INSIDE OF THE DRILLED HOLE (PLASTIC PIPE ONLY) AND HELPS HOLD THE FITTING IN PLACE, NOT CREATING THE SEAL.
- FIGURE 20 RUBBER SEGMENT WHICH IS MOLDED INTO THE RUBBER SLEEVE. THIS PREVENTS THE RUBBER SLEEVE FROM GOING THROUGH THE DRILLED HOLE WHEN PVC HUB IS BEING DRIVEN INTO THE RUBBER SLEEVE.
- FIGURE 26 SDR-26 PVC HUB (ASTM D-3034) WHICH IS DRIVEN INTO THE CENTER OF THE RUBBER SLEEVE AFTER THE RUBBER SLEEVE IS IN THE HOLE.
- FIGURE 28 STAINLESS STEEL BANDS, PUT ON ABOVE FIGURE 20 IS AN ADDED PRECAUTION.

## INSERTA TEE CONNECTION DETAILS

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REVISION	BY	DATE



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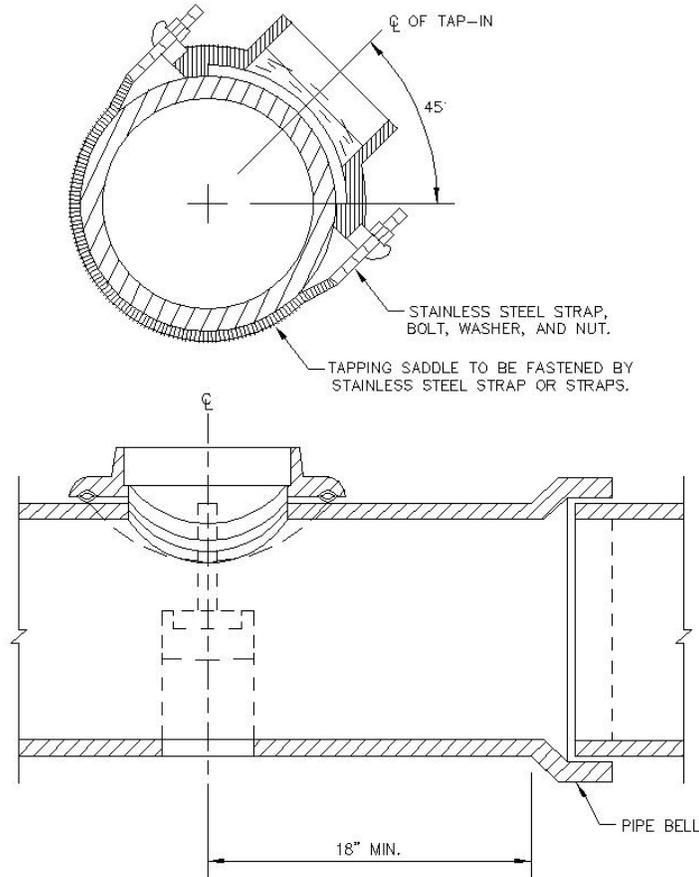
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JAN 2, 2003

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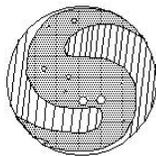
GASKET TAPPING SADDLE TO HAVE A CONTINUOUS GASKET AROUND THE EDGE OR GASKET MATERIAL. MUST BE PLACED BETWEEN THE SADDLE AND THE EXISTING PIPE. NO PART OF THE SADDLE OR TAP SHALL PROTRUDE INTO THE PIPE.



**DUCTILE IRON TAPPING SADDLE**

N.T.S.

REVISION	BY	DATE



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