

I. PRIVATE COLLECTION SYSTEM

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A private collection system is a system which is **NOT** owned or maintained by the Metropolitan Sewerage District. Private collection systems are usually owned and maintained by individuals, firms, corporations, homeowners' associations or other such private entities.

The private system will be constructed on one property only, and will serve only that property.

Procedures

Listed below are the District's Required Procedures for constructing a private collection system:

1. **Allocation Approval** - Applicants shall submit a completed "Wastewater Allocation Request" form along with \$100.00 Allocation fee. Upon approval of request the determination of a Public or Private System will be made. If determined private, submit plans.
2. **Submittal of Plans** - Applicants must submit two (2) sets of plans sealed by a North Carolina Professional Engineer - a copy of the "Non-Discharge Permit" and a copy of the "Operational Agreement".
3. **Tap Applications** - Applications and associated connection fees will be accepted and issued contingent on a Certificate of Occupancy agreement.
4. **Engineers Certificate of Completion** - Applicant shall, upon completion of project, submit to the District a copy of the Engineer Certification.
5. **As-Built Drawings** - Applicant shall, upon completion of project, submit to the District As-Built Drawings.
6. **Inspection Certification** - The District's Construction Administration section will inspect the point of connection to the public system and for I and I upon completion of the system. Upon certification from the Inspector and Engineer, the system can receive discharge.
7. **Certificate of Occupancy** - MSD will notify the building permit office releasing the sewer as part of the Inspections sign off.

Private collection extensions to an "existing private system" must follow the same procedures as a private collection system with these additional requirements:

Engineer certification stating the existing private system has capacity to handle the additional discharge, the existing system is in good working condition, and a letter of permission from the Owner of the existing system to connect the extension to the existing system.

PRIVATE COLLECTION SYSTEM GUIDELINES

(For Projects with Cost Projections of less than \$30,000.)

1. Work may be done by a North Carolina Licensed Plumbing Contractor.
2. MSD's Inspections personnel may visit the property at any time to inspect the project.
3. System must be inspected upon completion for infiltration and debris.
4. Applicants will be notified they are proposing to connect to a private system when sewer service application is made.
5. Any work done on the public system must be done by a Utility Contractor or by the District. The cost of the work done by the District will be charged to the applicant and must be paid before construction begins. The following schedule will be used if the Metropolitan Sewerage District performs the work on the public portion of the project:
 - a. Installation of tap to the existing manhole - \$350.00
 - b. If a manhole must be installed because the point of connection has no manhole or the existing manhole must be replaced the fee is as follows:

Manhole Installation:
Two-hundred Dollars (\$200.00) per ft. of manhole (height of manhole) Example:
5 ft. deep manhole x \$200.00 = \$1,000.00

Restoration:
Concrete, Asphalt, Sidewalk or Curb. This amount will be estimated by MSD System and Services. The total amount due will be the Manhole Installation fee and the Restoration fee. This must be paid *before* construction begins.
6. No discharge into the system can occur until all items in the "Private Collection System Procedures" are completed.

Private Collection System Check-List

Submittal Requirements

- ___ 1. Copy of the Non-Discharge Permit application for gravity collection systems
- ___ 2. Copy of the Non-Discharge Permit
- ___ 3. Two (2) sets of plans sealed by a NC Professional Engineer
- ___ 4. Plans must contain the following items for review by MSD:
 - (This will be in addition to what the DENR requires)
 - ___ a. Show existing sewer line and proposed point of connection
 - ___ b. Detailed drawing showing how connection will be constructed
 - ___ c. Name, address and phone number of contact person for project
 - ___ d. Parcel ID Number (PIN) for the property
 - ___ e. Certification showing this project serves only one property and is being constructed on this property
 - ___ f. Estimated cost of collection system construction

The District's Inspection personnel will inspect the point of connection, and will inspect for debris and infiltration in the system upon completion.

The District will now issue sewer service applications to allow applicants to obtain a building permit. The applicant must sign a Certificate of Occupancy Agreement from MSD. **The District is in no way responsible for the completion of these sewer projects.**

Completion Requirements

- ___ 1. Copy of Engineer's Certification
- ___ 2. MSD Final Inspection
- ___ 3. As Built Drawings

When these items are received, M.S.D.'s hold on the Certificate of Occupancy will be released.