

COMMERCIAL APPLICATION PACKAGE¹

1. Commercial, Industrial and Multi-Family Application (revised).
2. Industrial Waste Survey
3. Addendum No. 1 to Application for Permit, Water Saving Devices
4. Design Criteria for Sewer Equivalency to Calculate Proposed Flow Rates (revised 11/30/2016)
5. Examples (3) of Criteria Sheet
6. Grease Traps, 11/30/90
7. Standard for Design and Installation of Sanitary Sewer Connections for Condominium Units

¹ 8/14/95 revised 3/6/97, 2/1/99, 9/3/99, 3/2/00, 2/12/01, 9/5/02 re-typed 9/28/04, revised 12/28/05, revised 7/13/06, revised 10/2/06; 11/30/2006

SEWER COMMISSION
CITY OF MILFORD

COMMERCIAL, INDUSTRIAL, AND MULTI-FAMILY APPLICATION FOR SEWER CONNECTION

ALL APPLICATIONS MUST BE SUBMITTED NO LATER THAN 7 BUSINESS DAYS PRIOR TO THE MEETING, WHICH TAKES PLACE THE FOURTH WEDNESDAY OF EACH MONTH. ATTENDANCE AT THE MEETING IS REQUIRED FOR BOARD ACTION.

THE FOLLOWING REQUIREMENTS MUST BE MET:

- **1 ORIGINAL APPLICATION**
- **1 ORIGINAL & 1 COPIES OF THE CRITERIA SHEET**
The criteria sheet is to show how your project meets the policy of the Sewer Commission
- **1 ORIGINAL & 1 COPIES OF THE INDUSTRIAL QUESTIONNAIRE**
This questionnaire may not be applicable to all, where not applicable just write N/A. This form is required by the Wastewater Division.
- **1 SET OF SITE PLANS AND 1 SET OF FLOOR PLANS.**

APPLICATION ADDRESS _____ ZONE _____
NEAREST CROSS STREET _____ MAP _____ BLOCK _____ PARCEL _____
OWNER _____ ADDRESS _____
CITY _____ STATE _____ ZIP _____ TELEPHONE _____

PRESENT OR PROPOSED USE OF PROPERTY _____
CONSTRUCTION: NEW _____ ADDITION _____
IS BUILDING CONNECTED TO SEWER SYSTEMS? YES _____ NO _____
ACREAGE _____ BUILDING SQUARE FOOTAGE _____
PRIOR WATER USAGE _____ PROPOSED GALLONAGE _____
FIXTURE COUNT: TOILETS _____ HAND SINKS _____ URINALS _____
TUB/SHOWER _____ IDENTIFY TYPE OF TUB _____ SHOWERS _____
JANITOR SINKS _____ KITCHEN SINK _____ COFFEE SINK _____ OTHERS _____
ROOMS: BEDROOMS _____ DENS _____ LOFTS _____ ETC _____

APPLICANT _____ SIGNATURE _____
(PLEASE PRINT)
ADDRESS _____ CITY _____ STATE _____ ZIP _____
TELEPHONE _____ DATE _____

CHECK ONE OF THE FOLLOWING: OWNER _____ PROSPECTIVE OWNER _____ REPRESENTATIVE _____

The applicant affirms that the information contained in this application is true to the best of my knowledge and the Applicant agrees and understands that should any of the information contained herein be found to be untrue that that shall be grounds for revocation of any approvals granted based on this application.

DATE _____ SIGNATURE _____

DO NOT WRITE BELOW THIS LINE – FOR OFFICE USE ONLY

DISCHARGE PLANT _____ CONNECTION PERMIT NO. _____ UNITS _____
APPROVED BY SEWER COMMISSION _____ DATE _____
DENIED BY SEWER COMMISSION _____ DATE _____
TABLED BY SEWER COMMISSION _____ DATE _____
APPROVED WITH _____ GALLON EXTERIOR GREASE TRAP ____ YES _____ NO _____ DATE _____
APPROVED WITH AGRU (AUTOMATIC GREASE RECOVERY UNIT) _____ YES _____ DATE _____

Sewer Flow Calculations Sheet

Date

Address:

M/B/P

Owner:

Zone:

Lot Acres:

Building Square Footage:

Building Use:

Previous Water Consumption:

Proposed Flow Per Sewer Commission Policies:

City of Milford, Connecticut

TO: ALL NON-RESIDENTIAL ESTABLISHMENTS

**FROM: RICHARD P. GOLUBOWICZ
SUPERINTENDENT OF WASTEWATER**

DATE:

SUBJECT: INDUSTRIAL WASTE SURVEY

The City of Milford, through the Wastewater Division of the Public Works Department, is establishing an inventory of all non-residential establishments (henceforth called industrial) that discharge wastewater into the sanitary sewers.

The inventory will be established through correspondence and actual inspections of the premises. The characteristics of the wastewaters will then be categorized. This information will initially be used to insure that no detrimental wastes are entering the sewer system. Future uses could include establishing a formal pretreatment program and assessing an equitable sewer use charge.

Federal (P.L. 92-500, P.L. 95-217), State and City (Chapter 23, Code of Ordinance) laws have been established to allow this program. The enclosed questionnaire is the first step of the program. I am asking for your voluntary cooperation in filling out and returning this form (non-returnees will be inspected first). If you have more information that can't fit on the form, please add sheets as necessary.

All City of Milford employees have identification, which will be presented upon inspections. They have been instructed to obey all rules and regulations of each establishment. Please give them your full cooperation.

If you have any questions, call 783-3263 between 7:00 a.m. and 3:30 P.M., Monday through Friday.

Return the questionnaire within 4 weeks of receipt of this letter to:

City of Milford
Wastewater Division
1255 Oronoque Road
Milford, CT 06460

RPG
Enc.

INDUSTRIAL USER QUESTIONNAIRE

SECTION A – GENERAL INFORMATION

- I have personally examined and am familiar with the information submitted in this document and attachments. Based upon my inquiry of those individuals immediately responsible for obtaining the information reported herein, I believe that the submitted information is true, accurate and complete.

(Seal if applicable)

1. Brief narrative description of the primary manufacturing or service activity at premise address and applicable Standard Industrial Classification Code(s) (SIC No.)

2. Principal Raw Materials Used _____
3. Principal Products Produced _____
4. Check all additional activities and indicate SIC No(s)., if known, at your premises:

	<u>SIC Number</u>		<u>SIC Number</u>
____ Electroplating	(_____)	____ Photographic Processing	(_____)
____ Flammables, Explosives	(_____)	____ Plastics Processing	(_____)
____ Food Preparation Service	(_____)	____ Printing	(_____)
____ Laboratory	(_____)	____ Repair Shop, Garage	(_____)
____ Laundry Cleaning	(_____)	____ Research	(_____)
____ Machine Shop	(_____)	____ Rubber Processing	(_____)
____ Medical Care	(_____)	____ Steam/Power Generation	(_____)
____ Painting, Finishing	(_____)	____ Warehousing	(_____)
____ Paint or Ink Formulation	(_____)	____ Other (Specify)	(_____)
		_____	(_____)

SECTION C – PLANT OPERATIONAL CHARACTERISTICS

1. Shift Information:
 - a. Number of Shifts per work day: _____. b. Number of work days per week: _____
 - c. Average number of employees per shift: 1st ____ 2nd ____ 3rd ____ Total _____
 - d. Shift start times: 1st ____ 2nd ____ 3rd _____

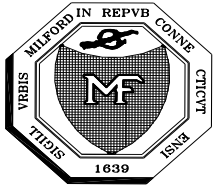
SECTION D – WATER CONSUMPTION AND LOSS

1. List past twelve months water usage from water bills:
 - a. 1st 6 month period, 20____ CCF. b. 2nd month period, 20____, ____ CCF
 - c. Volume from other source(s): _____ gallons per day.
Name of other source(s): _____
2. List average volume of discharge or water losses to:

<u>Outlet</u>	<u>Estimated Average Discharge</u> (gallons per day)	<u>Outlet</u>	<u>Estimated Average Discharge</u> (gallons per day)
a. municipal sewer	_____	d. evaporation	_____
b. watercourse, storm drain, ground	_____	e. contained in product	_____
c. waste haulers	_____	f. total of a. through e.	_____

SECTION E – WASTEWATER INFORMATION

1. Is any form of wastewater pretreatment utilized at this facility? Yes _____ No _____
If "Yes", briefly describe: _____
2. If any wastewater analyses have been performed on the wastewater discharges from your facilities, attach a copy of the most recent data to this questionnaire. Be sure to include the date of the analysis, name of laboratory performing the analysis, and location(s) from which the sample(s) were taken. (Attach sketches, plans, etc., as necessary).



City of Milford, Connecticut

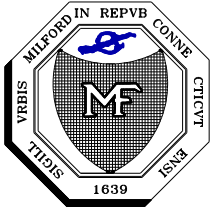
Sewer Commission
Thomas C. Parsons Office Complex
70 West River Street
Milford, CT 06460
Telephone: (203) 783-3249

ADDENDUM NO. 1 TO APPLICATION FOR PERMIT, SEWER COMMISSION WATER SAVING DEVICES

The Sewer Commission of the City of Milford, in order to conserve the natural resource and limit the impact on its sewage treatment facilities, hereby adopts as policy the following regulations regarding water-saving devices and sewage outflow characteristics of certain developments:

1. Commercial and industrial uses shall use water-saving devices to the limits hereinafter defined. (Hotels, motels, offices, restaurants, etc. shall be considered commercial use).
2. Water-saving devices: Faucets shall be limited to a maximum flow rate of 2.5 gallons per minute. Shower heads shall be limited to a maximum flow rate of 2.5 gallons per minute. Toilets shall be limited to a maximum flow rate of 2.5 gallons per flush.
3. Prior to issuing a Building Permit, the applicant shall submit to the Engineering Bureau a listing of the units to be used with their accompanying flow rate for approval.

6/11/85; re-typed 1/6/94; 9/28/04



City of Milford, Connecticut

Founded 1639

Office of
Sewer Commission
70 West River Street
Milford, CT 06460
Telephone (203) 783-3249

REVISED DESIGN CRITERIA FOR SEWER EQUIVALENCY November 30, 2016

Standard parameters for computation of Proposed Flow Rate for applications:

Single Family Residential Zone

Using the existing acreage less 15% for new roads, etc., divided by the required square footage for a lot in that zone equals the number of dwelling units that can theoretically be built. This number multiplied by 300 gallons per day will equal the total proposed gallons per day.

Industrial Zone

Refer to the uses listed in the Connecticut Public Health Code, On-Site Sewage Disposal Regulations and Technical Standards for Subsurface Sewer Disposal Systems (Table 4)

Commercial Zone

Refer to the uses listed in the Connecticut Public Health Code, On-Site Sewage Disposal Regulations and Technical Standards for Subsurface Sewer Disposal Systems (Table 4)

Multi-Family Zone Applications

60 gallons per day for efficiency units (without any separate bedrooms, dens, etc.)

75 gallons per day for a single bedroom apartment

40 gallons per day for each additional bedroom

Separate rooms such as offices, dens, studios, lofts, libraries, sewing and craft rooms, etc. are counted as potential bedrooms.

**GUIDE FOR
SEWER EQUIVALENCY CALCULATIONS**

For
Project Name
Project Address
Milford, CT

Date: mm/dd/yyyy

Owner: Name of Property Owner
Address of Property Owner
City, State Zip of Property Owner

Applicant: Name of Applicant
Address of Applicant
City, State Zip of Applicant

Project Number: Preparer's Project Number

Zone: Refer to current City of Milford Zoning District Map

Lot Area: X.XXXX acres (XXX,XXX SF)

Building Use: Refer to uses listed on Table No. 4 of the Connecticut Public Health Code, Regulations and Technical Standards for Subsurface Sewage Disposal, latest revision.

Q = Flow = GPD (Gallons Per Day)

Prior Water Usage

Q_{exist} = Total water usage on the property based on RWA water records, water bills, or for commercial or restaurant franchises water usage for similar franchise at another location.
= X,XXX GPD

Proposed Gallonage

- When existing buildings on the property are currently connected to the sewer and their uses are not proposed to change, then the proposed gallonage for those buildings shall be equal to their prior water usage.
- The proposed gallonage for existing and new single family dwelling units that are proposed to be connected to a municipal sewer shall be 300 gallons per day per dwelling unit on the property.
- When estimating proposed gallonage for Multi-Family Residential Uses, refer to the Design Criteria for Sewer Equivalency, by City of Milford Sewer Commission, latest revision.
- The proposed gallonage for all other non residential buildings shall be based on Table No. 4 of the Connecticut Public Health Code, Regulations and Technical Standards for Subsurface Sewage Disposal Systems, latest revision.

Q_{proposed} = The sum of the proposed gallonages for the buildings on the property.
= X,XXX GPD

Prior Water Usage = X,XXX GPD

Proposed Gallonage = X,XXX GPD

SEWER EQUIVALENCY CALCULATIONS

For
Automobile Dealership
123 Main Street
Milford, CT

Date: 05/26/2006

Property Owner: John Q. Public
1 Madison Avenue
Any Town, USA 00000

Applicant: Mary A. Smith
10 Market Street
Any Town, USA 00000

Project Number: 00-001-00

Zone: CDD-3 (Corridor Design Development District 3)

Lot Area: 2.0000 acres (87,120 SF)

Building Use: Large Retail/Commercial Space (10,000 Sq.Ft.)
Auto Service Station (5,000 Sq.Ft.)

Q = Flow = GPD (Gallons Per Day)

Prior Water Usage

$$Q_{\text{exist}} = \underline{1,000 \text{ GPD}}^{\text{i}}$$

Proposed Gallonage

Large Retail / Commercial Building

$$\begin{aligned} Q_{\text{retail}} &= (0.1 \text{ GPD per Sq.Ft. of Gross Floor Area}) \times (\text{Sq.Ft. of Gross Floor Area})^{\text{iii}} \\ &= (0.1 \text{ GPD/Sq.Ft.}) \times (10,000 \text{ Sq.Ft.}) \\ &= 1,000 \text{ GPD} \end{aligned}$$

Auto Service Station

$$\begin{aligned} Q_{\text{auto}} &= (5 \text{ GPD/cars serviced per day}) \times (\text{number of cars serviced per day})^{\text{iii}} \\ &= (5 \text{ GPD/cars serviced per day}) \times (30 \text{ cars serviced per day})^{\text{iv}} \\ &= 150 \text{ GPD} \end{aligned}$$

Total

$$\begin{aligned} Q_{\text{proposed}} &= Q_{\text{retail}} + Q_{\text{auto}} \\ &= 1,000 \text{ GPD} + 150 \text{ GPD} \\ &= \underline{1,150 \text{ GPD}} \end{aligned}$$

$$\underline{\text{Prior Water Usage}} = 1,000 \text{ GPD}$$

$$\underline{\text{Proposed Gallonage}} = 1,150 \text{ GPD}$$

ⁱ Based on RWA water records

ⁱⁱ Based on Design Criteria for Sewer Equivalency, by City of Milford Sewer Commission, latest revision

ⁱⁱⁱ Estimated daily sewage flows are based on Table No. 4 of the Connecticut Public Health Code, Regulations and Technical Standards for Subsurface Sewage Disposal Systems, latest revision.

^{iv} Applicant estimates that 25 to 30 cars will be serviced per day.

SEWER EQUIVALENCY CALCULATIONS

For
Mary A. Smith
123 Main Street
Milford, CT

Date: 05/26/2006

Property Owner: John Q. Public
1 Madison Avenue
Any Town, USA 00000

Applicant: Mary A. Smith
10 Market Street
Any Town, USA 00000

Project Number: 00-002-00

Zone: R-A (Single Family Residential District); Min. Allowable Lot Area in Zone = 43,560 Sq.Ft. ⁱ

Lot Area: 3.2000 acres (139,392 SF)

Building Use: One New Single Family Residential Building on an Undeveloped Lot

Q = Flow = GPD (Gallons Per Day)

Prior Water Usage

$$Q_{\text{exist}} = \underline{0 \text{ GPD}}^{\text{ii}}$$

Proposed Gallonage

$$\begin{aligned} Q_{\text{proposed}} &= (\text{Dwelling Units on Property}) \times (300 \text{ GPD/dwelling unit})^{\text{iii}} \\ &= (1 \text{ Dwelling Unit}) \times (300 \text{ GPD/dwelling unit}) \\ &= \underline{300 \text{ GPD}} \end{aligned}$$

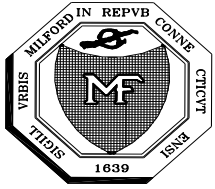
$$\underline{\text{Prior Water Usage}} = 0 \text{ GPD}$$

$$\underline{\text{Proposed Gallonage}} = 300 \text{ GPD}$$

ⁱ Based on Zoning Regulations Milford Connecticut, latest revision

ⁱⁱ Based on RWA water records

ⁱⁱⁱ Based on Design Criteria for Sewer Equivalency, by City of Milford Sewer Commission, latest revision



City of Milford, Connecticut

Sewer Commission

To: John Casey
City Engineer

From: Lawrence M. Kaplan
Chairman, Board of Sewer Commissioners

Date: November 13, 1990

Subject: GREASE TRAPS

This letter is to revise the August 9, 1989 policy of the Sewer Commission to require exterior grease traps at all restaurants and food preparation facilities connected to the sewer system, whether through the Health Department's order or through Sewer Commission approval.

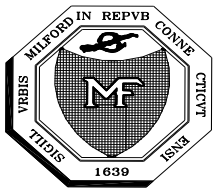
The capacity of these exterior grease traps will continue to be a minimum of 1,000 gallons. For flows above 2,000 gallons per day, the size will be set at two-thirds the approved daily flow rounded up to the standard available size.

The Zurn ZE 1172 grease trap is not an acceptable alternative and the approval of same indicated on the memo of September 29, 1989 is withdrawn.

LME: MAD

cc: Chuck Motes, Health Department
William Maloney, Chief Inspector, Engineering Division
Bud Dabrowski, Chief Building Inspector
File Copy

Re-typed 9/28/04



City of Milford, Connecticut

TO: Lawrence M. Kaplan, Chairperson
Sewer Commission

FROM: John R. Casey, City Engineer

DATE: June 29, 1992

SUBJECT: Standards for design and installation of sanitary sewer connections for condominium units

In reviewing designs and inspection construction of sanitary sewer connections during recent years, the following standards of design and construction for sewer connections to condominium units have been used:

1. Each separate ground floor unit is to be served with a separate 6" diameter sewer connection to a main line sewer. This would be considered the building sewer or house connection for the individual ground floor condominium unit. This house connection sewer is to be connected at a wye branch in the main line sewer downstream from a main line sewer manhole.
2. Each separate ground floor unit sewer is to be provided with a residential inspection and sampling facility similar to that required for each single family residential dwelling.
3. Where possible, sewer mains are to have a minimum cover of seven feet; and house connection sewers are to be constructed at an elevation so as to result in the sewer connection's having a minimum separation distance of 18" beneath any water main, water service, and/or storm drain.
4. Where condominium buildings contain units which are stacked one unit above another unit, the upper floor units have been permitted to connect to a single building drain within the building in whatever manner is permitted under the Plumbing Section of the Building Code; and that building drain is then permitted to connect to an eight inch building sewer outside the building to serve all upper level units. Wherever this situation occurs, the eight inch building sewer is required to be connected directly into a manhole in the main line receiving sewer; and this eight inch building sewer is required to be installed on a straight line and grade, normally at a grade not less than $S=0.001$. The main line sewer manhole serves as the sampling and inspection facility for the upper level condominium units.

Please advise if the above standards represent the current policy of the Sewer Commission. If they do, developers whose projects do not conform with these requirements should then approach the Sewer Commission for a modification of their Sewer Commission approval before

TO: Lawrence M. Kaplan, Chairperson, Sewer Commission

FROM: John R. Casey, City Engineer

DATE: June 29, 1992

SUBJECT: Standards for design and installation of sanitary sewer
connections for condominium units

Certificates of Zoning Compliance or Occupancy are issued for building which have been connected to the sewer system without conforming to the standard requirements.

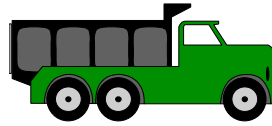
It is the recommendation of this office that the above noted standards be re-affirmed by the Sewer Commission and that developers be required to strictly conform with the standards. Where variations to the standards are necessary, these should be subject to review and approval of the City Engineer.

The current trend seems to be toward downgrading or eliminating standards and allowing developers to build at their own discretion – disregarding standards, rules, regulations and details shown on approved plans. While this approach delights the developers and may save them dollars during construction, it certainly is not in the best interest of the health, safety and welfare of the general public. It is crucial to the integrity of the sewer system that high standards of design and construction be set and maintained. I am confident that the Sewer Commission will affirm this professional approach. To downgrade or eliminate standards and allow construction of this critical infrastructure to be done at the developers' discretion would result in chaos.

Please reply at your earliest opportunity.

JRC:vpd

cc: Leon R. Dolinski, Public Works Director
Richard Golubowicz, Wastewater Superintendent
Wade E. Pierce, City Planner
Clarence F. Dabrowski, Chief Building Inspector
Engineering Inspection
File



NOTICE TO: DEVELOPERS AND HOMEOWNERS

FROM: John R. Casey
City Engineer

DATE: June 4, 2004

**SUBJECT: Building and Property Improvement Projects
Notice regarding other permits required in addition to Zoning,
Building and Inland/Wetlands Permits**

The issuance of a Zoning permit, an Inland/Wetlands Permit, or a Building Permit allows work to begin on the project in accordance with approved plans. Additional Engineering Permits are required prior to performing any work on the installation, outside repair or relocation of any sanitary sewers, or for any construction within a public right-of-way, involving a street opening or construction of curbs, sidewalks or driveway approach aprons.

FOR WORK WITHIN A PUBLIC RIGHT-OF-WAY

1.) Permits Required:

- a.) Curb/Sidewalk/Driveway Apron Permits
- b.) Street-Opening Permits (Sewer/Drainage/water/gas/underground electric)
- c.) *Sanitary Sewer extension permits
- d.) *Sanitary Sewer building sewer permits

2.) Licenses Required:

To obtain a street opening permit or a curb/sidewalk/driveway apron permit a City of Milford Contractor's license is required in conformance with City Ordinances Section 20-44 and Section 20-72.

SANITARY SEWER WORK

1.) Permits Required:

In conformance with City Ordinance Section 23-21 and 23-32 any work on a sanitary sewer on public or private property requires a City Engineer's Sewer Permit.

2.) Licenses Required:

To obtain a sewer permit application must be made by a properly licensed sewer contractor holding a current State of Connecticut Plumbing License (P1, P7, or W9).

***NOTE:** Sewer Commission approval is required before a sewer permit can be issued by the City Engineer's Office.