

SEWER COMMISSION  
CITY OF MILFORD

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

**ALL APPLICATIONS MUST BE SUBMITTED NO LATER THAN 10 BUSINESS DAYS PRIOR TO THE MEETING, WHICH TAKES PLACE THE FIRST THURSDAY OF EACH MONTH. THESE APPLICATIONS WILL BE HEARD ON THE NIGHT OF THE MEETING AS THEY ARE RECEIVED IN THE SEWER COMMISSION OFFICE.**

**ATTENDANCE AT THE MEETING IS REQUIRED FOR BOARD ACTION.**

THE FOLLOWING ARE REQUIRED:

- 1 ORIGINAL & 8 COPIES OF THE APPLICATION\*
- 1 ORIGINAL & 8 COPIES OF THE FLOW CALCULATION SHEET\*
- 1 ORIGINAL & 8 COPIES OF THE INDUSTRIAL QUESTIONNAIRE\*

*Where not applicable just write N/A.*

- 3 SETS OF SITE PLANS AND 1 SET OF FLOOR PLANS

\* 1 ORIGINAL & 2 COPIES FOR APPLICATIONS WHICH ARE ADMINISTRATIVELY APPROVED

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 \_\_\_\_\_ ALLOWED GALLONAGE \_\_\_\_\_ 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. \_\_\_\_\_ SEWER MAP \_\_\_\_\_  
USER FEE ACCOUNT NO. \_\_\_\_\_ WATER ACCOUNT 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 \_\_\_\_\_



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: 1<sup>st</sup> \_\_\_\_ 2<sup>nd</sup> \_\_\_\_ 3<sup>rd</sup> \_\_\_\_ Total \_\_\_\_\_
- d. Shift start times: 1<sup>st</sup> \_\_\_\_ 2<sup>nd</sup> \_\_\_\_ 3<sup>rd</sup> \_\_\_\_\_

SECTION D – WATER COMSUMPTION AND LOSS

1. List past twelve months water usage from water bills:
- a. 1<sup>st</sup> 6 month period, 20\_\_\_\_ CCF. b. 2<sup>nd</sup> 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).

## SEWER FLOW CALCULATIONS

DATE:

ADDRESS:

MAP/BLOCK/PARCEL:

OWNER:

ZONE:

LOT ACRES:

BUILDING SQUARE FOOTAGE:

BUILDING USE:

PREVIOUS WATER CONSUMPTION:

ALLOWED FLOW PER SEWER COMMISSION POLICIES:

PROPOSED FLOW PER SEWER COMMISSION POLICIES:

City of Milford

Sewer Commission

Policies Regarding Applications for the Determination of the Adequacy of Sewer Capacity Related to a Proposed Use of Land

Adopted February 7, 2008

I. APPLICATION PROCESS

Application forms are available at the City Engineer’s office or from the City of Milford web site. Completed applications must be submitted at least 10 days prior to a Sewer Commission meeting to be placed on the agenda. The commission is required to make a decision on the application within 65 days of the date of its first meeting following the filing of the completed application forms in the City Engineer’s office, unless the applicant consents to an extension of the decision period of up to 65 days.

Applications will be reviewed by the City Engineer, and may be administratively approved in accordance with these policies, except in the following cases:

- 1. Applications involving new sewage discharges, or increases to existing discharges, in excess of 50,000 gallons per day. Such discharges must also be registered with the State of Connecticut Department of Environmental Protection under its general permit for domestic sewage in excess of 50,000 gallons per day.
2. Applications that require waivers or exceptions from these policies.

All approvals of proposed discharges by the Sewer Commission are issued subject to the applicant obtaining all required permits and approvals from the City Engineer, including sanitary sewer connection and street opening permits.

II. ALLOWED FLOW

The maximum allowed flow from a parcel in a single family residential zone is 300 gallons per day. The parcel must be at least the minimum required lot area according to the Zoning Regulations and Map, be an existing nonconforming lot, or have received a variance from the lot area requirements from the Zoning Board of Appeals. When computing the allowable flow from a large parcel of land that has not been subdivided into house lots, the total acreage shall be reduced by 15% to account for future roads and other areas that will not become single family home parcels. This net 85% of the total acreage multiplied by 300 gallons per day yields the allowed flow for the undivided parcel.

A parcel of land that was in a single family residential zone at the time the latest comprehensive engineering study of existing and proposed sewer flows and sewer system capacity was performed, but is later rezoned to a higher density use, is limited to the maximum allowed flow for the previous single family residential zone, until such time as a comprehensive sewer system flow and capacity study is performed that includes the change in use.

The maximum allowed flow from a parcel in all other zones is 1,500 gallons per acre per day, except for the following sewer districts, established by the Sewer Commission based on engineering studies of existing and proposed sewer flows and sewer system capacity, as shown on maps on file in the City Engineer’s office:

Table with 2 columns: Sewer District Name and Allowed Flow (gallons per acre per day). Rows include Downtown Sewer District (7,500), Devon/West Shore Sewer District (3,000), Woodmont Sewer District (4,000), and Devon Center Sewer District (7,500).

An applicant may submit an engineering study to demonstrate adequate sewer system capacity and request that the commission establish or expand a sewer district or change the allowed flow rate.

### III. PROPOSED FLOW

Residential flows shall be estimated as follows:

The proposed flow from a single family house shall be 300 gallons per day. The proposed flow from a multi-family residential building shall be 75 gallons per day for an efficiency unit, 90 gallons per day for a one bedroom unit, 135 gallons per day for a two bedroom unit, and 45 gallons per day for each additional bedroom.

Nonresidential flows shall be estimated as follows:

1. Where data is available, proposed sewage flow shall be estimated based on actual water usage or sewage flow for the parcel, for existing uses that are not proposed to change, or actual water usage or sewage flow for uses similar to the proposed uses at another location.
2. Where actual water usage or sewage flow data is not available, reliable wastewater generation information specific to the proposed use may be used to estimate flows.
3. Where the above information is not available, the proposed flow shall be estimated using the following data based on studies of water usage for certain uses in the City of Milford:

Restaurants	21 gallons per day per seat
Retail Stores	0.09 gallons per day per square foot
Offices	0.03 gallons per day per square foot
Hair Salons	75 gallons per day per haircutting station

4. Where the above information is not available, the proposed flow shall be estimated using the design flows shown in Table No. 4 of the Connecticut Public Health Code, Regulations and Technical Standards for Subsurface Sewage Disposal Systems, latest revision.

The Sewer Commission will approve all applications for discharge of “normal domestic wastewater”, as defined by the city’s sewer ordinances, where the proposed flow is less than or equal to the allowed flow.

### IV. FLOW ALLOCATION TRANSFER BETWEEN PARCELS

The Sewer Commission may permit two or more contiguous parcels under common ownership to be combined for purposes of determining allowable flow, while the parcels are not legally merged. An agreement documenting the sanitary sewer flow allocation between parcels must be submitted to the City Engineer and be recorded on the land records after review and approval as to form by the City Attorney.

### V. HIGH STRENGTH WASTEWATER

Applications for the discharge of high strength wastewater or wastewater containing toxic pollutants, as defined in the city’s sewer ordinances, will be reviewed by the City Engineer and the Wastewater Superintendent, to determine the effect on treatment plant processes, if pretreatment is required before the wastewater is discharged to the sanitary sewer system, and the appropriate user charge for such discharge. Such applications will then be considered by the Sewer Commission.

## VI. TEMPORARY DISCHARGES

Applications for temporary discharges to the sanitary sewer system, such as for the discharge of contaminated groundwater associated with remediation activities, shall be reviewed and approved by the City Engineer, in consultation with the Wastewater Superintendent, to determine whether the city's sewer system has the capacity to handle the flow and wastewater strength. Applicants must provide all relevant information such as days and times when discharge is proposed, flow rates, contaminants in the wastewater, proposed pretreatment, and copies of all Connecticut Department of Environmental Protection general permit applications for the discharge. The fee for such discharges is the same as the city's septage disposal fee and is currently \$0.04 per gallon.

## VII. GREASE TRAPS

All restaurants and other food preparation establishments must comply with all requirements of the Connecticut Department of Environmental Protection's General Permit for the Discharge of Wastewater Associated with Food Preparation Establishments. Exterior grease traps must be installed, except where the applicant demonstrates that an exterior grease trap is not feasible for the site, in which case an automatic grease recovery unit (AGRU) shall be installed.