

VOLUME I

GENERAL CONDITIONS

SECTION 1 - INTRODUCTION

1.01 INTRODUCTION

The STANDARD SPECIFICATIONS for sanitary sewer and recycled water shall govern requirements, design and all work in connection with main sewer, public and private laterals, and recycled water systems construction within the Napa Sanitation District of Napa County, California. Applicable portions of the latest version of the "Uniform Plumbing Code" not in conflict with these Specifications and all Ordinances of the District shall be considered a part of these Specifications. All plans, profiles, cut sheets, easement documents and specifications shall conform to the Standards established herein.

The purpose of these STANDARD SPECIFICATIONS and DETAILS is to provide minimum standards for the design, construction, repair, and alterations of sanitary sewer systems and recycled water systems within the Napa Sanitation District. These specifications and details establish minimum acceptable design and construction criteria. More stringent requirements may be imposed by the District Engineer based on specific project conditions. Any items that are not included in these specifications and details shall be designed and constructed as required by the District Engineer.

It is the responsibility of the applicant to initiate written requests for approval of any concepts that differ from these specifications and details, to verify additional requirements imposed, and to perform any necessary calculations or studies.

It is the responsibility of the applicant, owner, designer, and contractor verify that they are in possession of the current version of these specifications and details prior to design and construction of sanitary sewer and recycled water improvements. Current versions of these standards and details are available online at the District's website (www.NapaSanitationDistrict.com).

The authority of the District is granted under the provisions Division 5, Chapter 3, of Health and Safety Code of the State of California and regulations of the Napa Sanitation District.

SECTION 2 - DEFINITIONS AND TERMS

2.01 DEFINITIONS AND TERMS

For the purpose of these specifications, the following words, and abbreviations shall be defined as follows:

ABANDONMENT - The permanent disconnection of main and/or laterals from service.

BUILDING PLUMBING (BUILDING DRAIN) - The lowest piping of a gravity drainage system which receives the discharge from waste and other sewer drainage pipes inside the building and conveys it to the private sewer.

BUILDING LATERAL – See Private Lateral.

CALTRANS - California Department of Transportation.

CONTRACTOR - An individual, firm, corporation, partnership or association duly licensed by the State of California to perform the type of work to be done under the permit.

DEFLECTION - The changing in alignment or grade by movement of a pipe. In the case of Flexible Pipe, it also means the outward movement of the sides of the pipe and the inward movement of the top and bottom of the pipe.

DEFLECTOMETER - Instrument used to determine the acceptability of deflections within Flexible Pipe. Also referred to as a mandrel.

DEVELOPER - Any public agency, private company, or individual who proposes the development of property which requires construction of sanitary sewers or recycled water pipelines.

DISTRICT - Napa Sanitation District (NSD) of Napa County, California.

DROP MANHOLE - A manhole used when a difference in elevation between the incoming and outgoing sewer is greater than 2 feet.

EDU (Equivalent Dwelling Unit) – The combination of flow and strength of a waste stream that is equivalent to the waste discharged from a single family home. This is often evaluated on a per day basis.

ENGINEER - District Engineer of the Napa Sanitation District or his/her authorized representative(s).

FIXTURE UNIT - The unit equivalent of plumbing fixtures as tabulated in the latest version of the Uniform Plumbing Code.

FLEXIBLE PIPE - Pipe made of Acrylonitrile-Butadiene-Styrene (ABS), Poly Vinyl Chloride (PVC), or High Density Polyethylene (HDPE).

GENERAL MANAGER – General Manager of the Napa Sanitation District or his/her authorized representative(s).

HOUSE LATERAL – See Private Lateral.

LAFCO – Local Agency Formation Commission

LOWER LATERAL - See Public Lateral

MANDREL – See Deflectometer.

MAIN MANHOLE - A manhole required at every horizontal or vertical change in alignment along the main sewer. (same as Trunk Manhole)

MAIN SEWER - A public sewer lying within a public road/street or public sewer easement designed to accommodate one or more sewer laterals and for which suitable access can be provided for maintenance reasons at the sole discretion of the District. It is subject to inspection and approval by the Napa Sanitation District and when accepted, becomes the maintenance responsibility of the Napa Sanitation District.

ON-SITE FACILITIES – Facilities under control of the applicant, owner, or user including but not limited to residential or commercial sewer or recycled water systems, landscape irrigation systems, and agricultural irrigation systems. For sewer, the on-site facilities shall normally be those upstream of the sewer cleanout located at the property line or PUE. For recycled water service, the on-site facilities shall normally be those downstream of District's meter.

OFF-SITE FACILITIES – Facilities under control of the District, including sewer main, public laterals, recycled water pipelines, reservoirs, pumping stations, manholes, valve connections, treatment facilities, and other appurtenances and property up to the point of connection with the on-site facilities. For sewer, the off-site facilities shall normally be those downstream of an including the sewer cleanout located at the property line or PUE. For recycled water service, the off-site facilities shall normally be those upstream of the District's meter and the meter box.

PERSON - any human being, individual, firm, company, partnership, association and private or public and municipal corporations, the United States of America, the State of California, districts and all political subdivisions, governmental agencies and mandatories thereof. The masculine gender shall include the feminine, the singular shall include the plural where indicated by the context.

PIPE (SEWER) EMBEDMENT - Special material used to replace material removed from trenches during construction from the pipe subgrade to a point twelve (12) inches above the outside top of the pipe barrel.

PLANS - Drawings approved by the Engineer for construction in the Napa Sanitation District.

PRIVATE LATERAL – Private Lateral (Building Lateral, House Lateral) shall mean that portion of a sewer lateral beginning at the plumbing or drainage outlet of any building or industrial facility and running to the property line, easement line, or to a private sewage disposal system.

PRIVATE SEWER – A common sewer privately owned that connects one or more building sewers to the public sewer. A private sewer includes sewer main, manholes and all appurtenances.

PUBLIC LATERAL - That portion of the lateral lying with a public street or easement extending from the clean-out located at the property line to the sewer main. The public lateral is maintained by the District.

RECYCLED WATER – Water, as a result of treatment of waste, that is suitable for the direct beneficial use or a controlled use that would not otherwise occur. Recycled water is also known as reclaimed water.

RELATIVE COMPACTION - Refers to the Compaction Test No. 216 or 231 of the State of California, Caltrans, Standard Specifications.

RIGID PIPE - Pipe made of Vitrified Clay (VCP) – extra strength, Ductile Iron (DIP), or Cast Iron (CISP).

PIPE SUBGRADE - Is defined as being six (6) inches below the exterior bottom of the pipe.

SANITARY SEWER – Pipe, which carries sewage and to which storm, surface and ground waters are not intentionally admitted.

SEWER – Shall mean a pipe or conduit for carrying sewage.

SEWER LATERAL – A sewer which connects the plumbing system of the house or building to the main sewer which includes both the building (private) lateral and the street (public) lateral.

STANDARD SPECIFICATIONS - A set of documents containing design and construction standards for all sewerage and recycled water works within the District, all as adopted by the Board and subsequent amendments.

STANDARD DETAILS - Detailed standard drawings of approved construction in the Napa Sanitation District.

STREET LATERAL – See Public Lateral.

TRENCH BACKFILL - Earth or other special material used to replace material removed from trenches during construction above the pipe embedment.

TRUNK MANHOLE – A manhole required at every horizontal or vertical change in alignment along the main sewer. (Same as Main Manhole)

TRUNK SEWER- A main sewer to which no lateral sewers are allowed to connect. Only main sewers can connect to a trunk sewer. All connections to a trunk sewer shall be at a manhole.

UPPER LATERAL – See Private Lateral.

2.02 ABBREVIATIONS

ANSI – American National Standards Institute

ASTM – American Society for Testing Materials

AWWA – American Water Works Association

DWG – Standard AutoCAD drawing file format

DXF – Digital Exchange Format (AutoCAD)

GIS – Geographic Information System

NAD83 – North American Datum 1983 used for horizontal ground control

NAVD88 – North American Vertical Datum 1988 used for vertical ground control

NGVD 29 – National Geodetic Vertical Datum 1929

UPC – Uniform Plumbing Code

2.03 PIPE TYPES

ABS – Acrylonitrile-Butadiene-Styrene Pipe

ACP – Asbestos Cement Pipe

CISP – Cast Iron Soil Pipe

CIPP – Cured-In-Place Pipe

DIP – Ductile Iron Pipe

FP – Fiberglass Pipe

FPVC – Fused PVC

PVC – Poly Vinyl Chloride Pipe

RCP – Reinforced Concrete Pipe

VCP – Vitrified Clay Pipe (extra strength)

HDPE – High Density Polyethylene

SECTION 3 - SCOPE OF WORK

3.01 SCOPE

The work shall include the furnishing of all materials, labor, tools, implements and equipment necessary to construct the sewer and recycled water facilities with all appurtenances, complete and ready to operate. All construction shall be done in strict accordance with the provisions of these Specifications unless otherwise authorized by the Engineer.

3.02 GUARANTEE OF WORK

All work performed and materials used shall be guaranteed for a period of one (1) year after acceptance of the work by the District. A Maintenance Bond shall be filed with the District.

3.03 INDEMNIFICATION

Contractor shall defend, indemnify and hold harmless the District, and each of its directors, officers, employees, and agents from and against any and all liability, including but not limited to, penalties, fines, costs, losses, damages, expenses, causes of action, claims or judgments, including attorney's fees and expert witness fees (collectively "Claims") resulting from:

- (a) any alleged or actual infringement or violation of any patent or patent right arising in connection with the performance of the Work and anything done there under;
- (b) any injury to or death sustained by any person (including Contractor's own employees) or damage to property of any kind, which injury, death or damage arises from or in any way connected with the Contractor's performance of the Work;
- (c) any breach by Contractor of any of the obligations and covenants, and any other terms and conditions of the permit;
- (d) any violation by Contractor or its subcontractors of one or more occupational safety and health standards, regulations, or orders, where the Contractor or its subcontractor is found to be the "Causing Employer" as defined by Title 8, CCR Section 336.10. Contractor or its subcontractor shall have the right to appeal such citations at their sole expense. The District shall provide reasonable cooperation to Contractor in its appeal of any Citations. In the event Contractor or subcontractor either fails to timely appeal the Citations and/or Citations are upheld after an appeal hearing, Contractor shall promptly pay the fines that were assessed against the District.

Contractor's aforesaid obligation of indemnity and defense shall not extend to that portion of the Claims that is caused by the sole negligence or willful misconduct of the District its directors, officers, employees or agents. These obligations of defense and indemnification shall extend to Claims asserted after the completion of the Work.

The Contractor shall be held solely responsible to provide uninterrupted sewer service to all services affected by his work. The Contractor shall protect and indemnify the District, the

District Board, the Engineer, the Inspector and all their officers, agents and employees, against any claim or liability arising from or based on failure to provide continuous service.

3.04 SAFETY

The Contractor shall be solely and completely responsible for conditions of the job site, including the safety of all persons (including employees) and property during the performance of the work. This requirement shall apply continuously and not be limited to normal working hours. Safety provisions shall conform to Cal-OSHA and all other applicable federal, state, county, and local laws, ordinances, codes, and regulations. Job site safety shall include confined space entry, traffic control, protection of public, above ground and below ground utility hazards and all incidental hazards. Where any of these are in conflict, the more stringent requirement will be followed. The Contractor's failure to thoroughly familiarize himself/herself with the aforementioned safety provisions shall not relieve him/her from compliance with the obligations and penalties set forth therein.

3.05 PRESERVATION OF PROPERTY

Due care shall be exercised to avoid injury to existing sewer improvements or facilities, streets, highways, pavements, utility facilities, adjacent property, and roadside trees and shrubbery that are not to be removed.

Trees and shrubbery adjacent to the sewer trench, pole line, fences, signs, survey markers, and monuments, buildings and structures, conduits, pipeline under or above the ground, sewer and water lines, all highway facilities and any other improvements or facilities within or adjacent to the sewer work shall be protected from injury or damage and if ordered by the Engineer, the Contractor shall provide and install suitable safeguards, approved by the District, to protect such objects from injury or damage. The Contractor shall not remove trees or shrubs adjacent to the sewer trench line without authorization by the District and/or the City of Napa. Serious injuries to trees shall be avoided. No major roots or branches crossing the trench shall be cut if, in the opinion of a qualified arborist, such cutting would seriously injure or imperil the safety of the tree or trench. All limbs, roots or branches which are cut or broken shall be trimmed and painted with the proper seal. If other objects are injured or damaged by reason of the Contractor's operation, they shall be replaced or restored, at the Contractor's expense, to a condition as good as when the Contractor entered upon the work, or as good as required by the specifications accompanying the standards, if any such objects are a part of the work being performed under these standards.

Major roots (four (4) inches or greater in diameter) encountered by the Contractor in the course of excavation shall be exposed but not severed and they shall be wrapped in burlap as a protective measure while exposed. Minor roots (two (2) to four (4) inches in diameter) that are severed in the course of excavation shall be neatly trimmed and coated with a heavy coat of an approved tree seal. Should major tree trimming be required, the District may request that the Contractor hire a qualified arborist to provide recommendations.

3.06 TRADE NAMES AND ALTERNATIVES

Certain equipment, articles or materials may be designated under trade names or the names of manufacturers and with catalog information. The use of alternative equipment or an article or material which is of equal quality and of the required characteristics for the

purpose intended will be permitted, subject to the approval by the Engineer, and in accordance with the following requirements:

The comparative quality and suitability of alternative equipment or articles or materials shall be provided by the Contractor. The Contractor shall furnish, at his own expense, all information necessary, or as required by the District to verify suitability. The District shall be the sole judge and have the final decision as to the comparative quality and suitability of the alternative equipment or articles or materials.

SECTION 4 - SITE PREPARATION

4.01 CONTAMINATED MATERIALS

In the event that soil and/or groundwater contamination is encountered, Contractor shall comply with all applicable federal, state, and local laws and regulations pertaining to the work performed during the dewatering and disposal of contaminated soil and/or groundwater. A permit from the District will be required if the Contractor wants to dispose of treated groundwater into the District's sanitary sewer.

SECTION 5 - SITE CLEANUP

5.01 SITE CLEANUP

Surplus pipeline material, tools, remaining material from site preparation, etc., shall be removed by the Contractor, and all dirt, broken pavement, rubbish and excess earth from excavation shall be hauled to an approved disposal site provided by the Contractor and the construction site left clean, to the satisfaction of the Engineer.

SECTION 6 - PAVING REPLACEMENT

6.01 DEFINITION

Paving shall mean that portion of the material in the trench, from the top of the backfill to the surface of the ground. It includes all lime or cement treated base material, rock, aggregate base, and surface pavement material.

6.02 PAVING IN PUBLIC RIGHTS-OF-WAY OR PUBLIC UTILITY EASEMENT

Paving in these areas shall be done in accordance with the requirements of the City or other Agency having jurisdiction there over.

6.03 PAVING IN NAPA SANITATION DISTRICT EASEMENTS AND IN PRIVATE PROPERTY

Paving shall be replaced in kind unless otherwise shown on Plans or required by the Engineer.

All existing pavement at trench edges shall be saw cut to sound pavement and the exposed surfaces coated with tack coat, applied in accordance with Caltrans Standard Specification 39-4.02 just prior to paving.

The pavement shall in all cases be removed to a minimum of six (6) inches outside of the excavation to permit proper keying of the restored pavement.

6.04 ALL-WEATHER ACCESS

Clear access must be provided and maintained to all structures on the sewer system.

1. All weather vehicle access roads are required to every structure on the sewer system. Access roads must be a minimum of 12 feet wide and must be provided with a turnaround when back-up distance for any maintenance vehicle exceeds 100 feet.
2. The design of access roads must be included with the sewer system design plans. Include adequate drainage measures in the design to prevent damage to the access roads from storm water.
3. Gates must be provided for access through any fence crossing a public sewer easement. Where vehicular access is required for maintenance, minimum 14 foot wide gates must be provided.
4. The maximum grade allowed at any point on an access road is 15%. The maximum cross-slope for any access road is 5%.

SECTION 7 - REQUIREMENTS FOR ISSUANCE OF CONSTRUCTION PERMITS

7.01 PROPERTY TO BE SERVED BY DISTRICT

All property to be served must be within the District boundary.

7.02 LICENSE REQUIREMENTS

All main sewer, public lateral sewer, and recycled water work in the District shall be performed by Contractors licensed by the State of California to perform such work except as noted in 7.03 B below. The Contractor will be required to sign necessary District forms prior to being issued a construction permit.

Contractors performing work requiring a permit by the District shall be licensed by the state of California and shall have a valid OSHA permit. Work on public property, rights of way, and easements require a valid Class A license.

7.03 BOND/DEPOSIT REQUIREMENTS

A. MAIN SEWER,PUBLIC LATERAL AND RECYCLED WATER WORK

For construction, repairing, or altering a Main Sewer, Public Lateral, or public recycled water system, a Bond in a sum equal to 100% of the estimated cost of the work, guaranteeing the faithful performance of the work in accordance with the ordinances and rules and regulations of the District, including making good any defects through faulty, improper or inferior workmanship or materials arising or discovered within one (1) year after the completion of said work and acceptance thereof by the District. The minimum bond amount is \$10,000.

B. PRIVATE LATERAL WORK BY CONTRACTOR OR OWNER

An individual or a contractor may apply for a permit for the installation or repair of a portion of a private lateral sewer which is on private property. A bond is not required for work on private property.

7.04 FEES AND CHARGES

A. Fees are per current District Ordinance.

7.05 SUBMISSION OF DATA FOR MAIN SEWERS AND RECYCLED WATER MAINS

A. PRELIMINARY PLANS

Two (2) sets of Preliminary Improvement Plans, Development Plans and Maps (tract map, parcel map, etc.), prepared by a Registered Civil Engineer in the State of California, must be submitted to the District. Standard size sheet of 22" x 34", 24" x 36", or 30" x 42" with a scale of 1"=20', 1"=30', 1"=40' or 1"=50' and profile to 1"=4' or 1"=2' must be used unless otherwise authorized by the Engineer. These will be reviewed by the Engineer and one (1) corrected copy returned to the applicant.

1. A digital copy of all preliminary plans shall be submitted in one (1) drawing file in accordance with Section 7.11, Minimum Requirements for Digital Submittal.

B. FINAL PLANS

After corrections are made and the improvement agreement is signed by the Board, the original drawing can be signed by the Engineer. After all approving Agencies have signed the Plans; two (2) sets of Final Improvement Plans must be furnished to the District. Unless otherwise authorized by the Engineer, these signed plans must be submitted to the District prior to issuance of a construction permit.

1. A digital copy of all final plans shall be submitted in one (1) drawing file in accordance with Section 7.11, Minimum Requirements for Digital Submittal.
2. It is expressly understood that approval by the Engineer of the Contractors working drawings does not relieve the Contractor of any responsibility for accuracy of dimensions and details, or for mutual agreement of dimensions and details. It is mutually agreed that the Contractor shall be responsible for agreement and conformity of his working drawings with the approved plans and specifications.

C. ENGINEER'S ESTIMATE

One (1) copy of the engineer's estimate of the quantities and unit prices of the materials for the sanitary sewer and recycled water systems.

D. PUBLIC EASEMENT REQUIREMENTS

A main sewer or recycled water main authorized by the Engineer to be constructed on private property will require that an Easement be granted to the District. It must be prepared by the Grantor on Standard District Forms properly signed and notarized. A location drawing and Title Report must be submitted with the document. A digital copy of the location drawing shall be submitted in accordance with Section 7.11, Minimum Requirements for Digital Submittal. After approval by the District, it shall be recorded by the District with the Napa County Recorder. This must be accomplished prior to issuance of a construction permit by the District for the sewer or recycled water main that lies within the easement.

1. A separate document will not be required for an Easement granted to the District by means of recorded maps. The easement, however, must be properly shown on a recorded final map and certificate sheet and a copy (both hard copy and digital copy) of each furnished to the District.
2. Public Utility Easements (P.U.E.) may be used for sewer and recycled water mains only when so authorized by the Engineer. If dedicated by a separate document, a copy (both hard copy and digital copy) with recording data must be furnished to the District.
3. Main sewers and recycled water mains not located in public streets must be situated within Sanitary Sewer and Recycled Water Easements or within Public Utility

Easements. Unless otherwise required by the Engineer, 20 feet is the minimum width of the easement.

4. Easements must be configured to encompass all publicly maintained appurtenances, such as service laterals and meters and will be generally centered over the facility. Separate access easements may be required depending on site conditions. When recycled water mains are to be installed along a property line the easement will be wholly contained on one parcel.
5. All property restrictions placed as a result of dedication of easements will be so noted on the Subdivision Map or on the Easement Deed if the easement is not dedicated as part of a subdivision. Required notes are:
 - a. No structures may encroach on, above or below the surface of the ground in any public sanitary sewer/recycled water easement. This includes footing of foundations or eaves from the roof of any adjacent structure, pools, ponds, or outbuildings on slabs or foundations. Decks, sheds, or other structures that may be easily removed for maintenance of the sanitary sewer/recycled water system may be allowed at the discretion of the District.
 - b. No trees may be planted in a public sanitary sewer/recycled water easement without first obtaining approval of the District. Trees may be allowed to the extent that damage to the sanitary sewer/recycled water system does not occur from root intrusion and adequate access can be provided for maintenance and repair vehicles.

E. QUITCLAIM REQUIREMENTS

When a sanitary sewer or recycled water easement is to be quitclaimed, a Quitclaim Deed shall be prepared and submitted to the District. After the document is reviewed by the District and accepted by the District Board of Directors, it will be recorded by the District at the Napa County Recorder.

F. FIELD CHANGES

Two (2) sets of Plans and one (1) digital copy in accordance with Section 7.11, Minimum Requirements for Digital Submittal showing field changes proposed must be submitted to the District for approval prior to the work being started.

G. RECORD DRAWINGS

One (1) set of Plans and one (1) digital copy in accordance with Section 7.11, Minimum Requirements for Digital Submittal showing as-built conditions of constructed improvements must be submitted to the District after completion of the work and prior to District acceptance.

7.06 SUBMISSION OF DATA FOR PUBLIC LATERALS AND CONNECTIONS TO RECYCLED WATER MAINS

A. PLANS

Two (2) sets of Plans prepared by a Registered Civil Engineer in the State of California must be submitted to the District. Standard size sheet per Section 7.05(A) must be used unless otherwise authorized by the Engineer. A digital copy of all plans shall be submitted in one (1) drawing file in accordance with Section 7.11, Minimum Requirements for Digital Submittal.

B. ENGINEER'S ESTIMATE

One (1) copy of the engineer's estimate of the quantities and unit prices of the materials for the sanitary sewer and recycled water connections must be submitted to the District.

7.07 SUBMISSION OF DATA FOR PRIVATE LATERALS AND PRIVATE RECYCLED WATER SYSTEMS

Submittal requirements for District Plan Check for Private Laterals prior to approval of plans are shown in (A), (B), (C) and (D) below. (Does not apply to single family residences unless required by the Engineer)

After plan check is completed by the District, one (1) set of the checked plans will be returned to the applicant for revisions and resubmittal of the required number of revised sets.

Plan submittals must have information listed below shown on original reproducible tracings to scale with prints submitted there from. Plan must be drawn to adequate scale, with north arrow, on a large enough sheet (11" x 17" min., 30" x 42" max.). The minimum scale will be 1"=50' unless otherwise authorized by the Engineer.

Name, address, telephone number and title of the company or person preparing the plan must be clearly shown on the submitted plans.

Any office or field change from final approved construction plans must be re-approved by the District and may require resubmittal of revised plans and digital files.

A. SITE PLANS

Two (2) copies of Site Plan must be submitted to the District. The Site Plan must show (unless otherwise permitted by the Engineer):

1. Elevations shown on the plans shall refer to the Official Base adopted by the District Board, which is USC & GS sea level datum 1929. NAD 88 elevations will require conversion to NGVD 29.
2. Public street and property dimensions.
3. All existing and proposed buildings labeled with general usage and plotted accurately on site.
4. Areas to be paved and those left unpaved clearly marked.

5. Ground floor and pad elevations of all buildings.
6. Finish ground elevations at key points and curb elevations of public street.
7. Existing ground elevations where cover over proposed sewer is to be less than two (2) feet at time of construction.
8. Existing ground elevations where cover over proposed recycled water is to be less than three (3) feet at time of construction.
9. Existing District manhole number and rim elevation of nearest upstream existing public sanitary sewer manhole in the street drawn to scale or with its distance shown to the site's nearest downstream property corner and the new sewer connection.
10. Existing and proposed utilities plotted correctly and labeled.
11. The proposed sanitary sewer and recycled water must be shown with size, material, minimum slope (sewer only), invert elevation to nearest 0.1 foot at connection to building plumbing.
12. Show invert elevations of sanitary sewer and top of pipe elevations of recycled water.
13. Show invert elevation of all storm sewers at sanitary sewer and recycled water crossings.
14. Structures proposed such as cleanouts, manholes (with rim and invert elevations), grease interceptors, etc., labeled and shown on the plan.
15. Plumbing fixture unit count shown for each building.

B. FLOOR PLANS (Sanitary Sewer Only)

Two (2) copies of Floor Plan must be submitted to the District. (Commercial and Industrial Only) Floor Plan must show area layout and proposed usage of various areas of building.

C. PLUMBING AND / OR MECHANICAL PLANS (Sanitary Sewer Only)

Two (2) copies of Plumbing and/or Mechanical Plan must be submitted to the District. (Commercial and Industrial Only) Plumbing and/or Mechanical Plan must show interior plumbing (building drain) and the fixtures to be served, all properly labeled as to function. Both existing and proposed plumbing fixtures shall be shown and labeled on the plans.

D. ROOF PLAN (Sanitary Sewer Only)

Two (2) copies of Roof Plan if rooftop HVAC units are proposed (commercial and industrial only). Condensate lines from HVAC, boilers, etc. are not permitted to connect to the sanitary sewer system.

7.08 WASTE DISCHARGE REPORT/PERMIT

One (1) copy of either a Waste Discharge Report or Permit Form as required by the District Ordinance (Commercial and Industrial Only). After review of these submittals, it may be necessary for the owner or his/her representatives to meet with the Engineer prior to approval of plans.

7.09 PRIVATE EASEMENT REQUIREMENTS

When a private easement (across adjoining property) is required for installation of a private lateral or recycled water system, a copy of the recorded document must be submitted to the District prior to issuance of a construction permit.

7.10 ENCROACHMENT PERMIT

Whenever it will be necessary for workers, material, equipment or excavated trench material to be on real property not included in any deed, grant, easement or the like, an encroachment permit, license or other permission in writing must be submitted to the District prior to issuance of a sewer or recycled water construction permit.

7.11 MINIMUM REQUIREMENTS FOR DIGITAL SUBMITTAL

Digital files submitted shall be based on accurate coordinate geometry calculations and registered to the California State Plane Coordinate System (Zone 3) in units of feet for horizontal control, NAD83, and NAVD88 in units of feet for vertical control or other ties as authorized by the District. The digital file submitted shall be in DWG or DXF format and shall be in one (1) drawing file containing all layers, illustrating all improvements within the project area, including all existing and proposed offsite improvements, tract boundaries, street centerlines, outfall sewers, etc. Descriptive information (i.e. text) may be included in the same layer and the feature, or added as a separate layer. Submitted digital files shall be in accordance with the Guidelines for Digital Submittal, or as otherwise approved by the District.

All maps and associated plans, except those for private sewers or recycled water systems, shall be submitted in digital format. Digital submittals shall be submitted with each plan check submittal and shall conform to the following:

A. FILE FORMAT

1. AutoCAD (DWG) or
2. Digital exchange Format (DXF)

B. MEDIA

1. Compact Disk (CD) or
2. FTP site

C. MISCELLANEOUS

1. All externally referenced files used shall be “bound” into the drawing file and submitted as one file. Submittal shall not contain externally referenced drawings.
2. Compressed files are acceptable only when using the Winzip utility or if the appropriate software to uncompress the data is provided by the person or firm submitting the file.

SECTION 8- MISCELLANEOUS SEWER AND RECYCLED WATER REQUIREMENTS

8.01 REPAIR OR RELOCATION OF EXISTING MAIN SEWER, RECYCLED WATER MAIN, OR APPURTENANCES

Repairs or relocations of existing main sewers, recycled water main, or appurtenances required by reason of damage, or conflict, may be performed by the District or by Contractors engaged by the District.

In the event any of the District's existing sewer mains, recycled water mains, manholes or other appurtenances are damaged during construction or repair, and the District Engineer, in his/her sole discretion, determines that there is a threat to the District's system, the District may employ District Forces or other Contractors to take the necessary steps to repair such damage. In such an event, the owner of the property involved, the General Contractor and the Contractor shall jointly and severally be liable for the District's necessary repair cost. The District may withhold acceptance of construction and reporting the same to the City of Napa and/or County of Napa until payment of the District's necessary repair costs or other financial arrangements to compensate the District are made.

In an emergency no "Work Order" must be signed in order for the owner or any of the owners, agents or contractors to be responsible for repair costs sustained by the repairs undertaken by District, no approval and acceptance of construction will be issued by the District until the reasonable cost of repairs are paid or arrangements appropriate to the District are made for such reimbursement.

8.02 REPAIR, RELOCATION OF OR CONNECTION TO EXISTING PRIVATE LATERALS AND PRIVATE RECYCLED WATER SYSTEMS

Except as noted below, all such work will be done by private Contractors. Inspection fees must be paid and a construction permit issued prior to start of work and all work must be done per District Specifications and subject to District inspection.

In the event repair work is deemed necessary by the District, in its sole discretion, to alleviate a threat to the District's sewer and/or recycled water system, emergency repairs may be undertaken by the District. No approval and acceptance of construction will be issued by the District until the reasonable cost of repairs are paid or arrangements appropriate to the District are made for such reimbursement.

8.03 USE OF EXISTING LATERAL SEWERS AND RECYCLED WATER PIPES

(See Section 6.05 in Volume II for sewer lateral requirements and Section 6.01 in Volume III for recycled water requirements).

8.04 ABANDONMENTS

(See Section 6.10 in Volume II for sewer lateral requirements and Section 9.01 in Volume III for recycled water requirements).

8.05 NUMBER OF PRIVATE LATERALS REQUIRED

Every building fronting on the same street or easement requiring sewer service shall be separately and independently connected with the public sewer; provided, however that where two or more buildings are on the same parcel, belonging to one owner, and which cannot legally be subdivided, separate connections need not be made with the public sewer. No two separate owners of adjacent parcels shall be permitted to join in the use of the same sewer lateral. Single family residential units with common walls, condominiums, townhouse, stock cooperative, community apartment or other similar improvements, including commercial condominiums or similar units, which entitles owners of interests therein to occupy independent ownership interests and to make joint use of utility and other services, which may be provided by facilities owned in common, may, upon issuance of a permit authorizing such common use by the District General Manager, be permitted to maintain a common sewer lateral or sewers. Indemnification language approved by the District shall be included in the covenants, conditions and restrictions.

8.06 WORK IN PAVED AREAS

The City of Napa or County of Napa, as appropriate will determine the requirements based on the condition of the existing street.

SECTION 9 - REQUIREMENTS PRIOR TO START OF CONSTRUCTION

9.01 PERMIT

An authorized person must have in his/her possession a valid sewer and/or recycled water construction permit issued by the District for all construction.

9.02 STAKING AND CUT SHEETS

A. MAIN SEWERS, PUBLIC LATERALS, AND RECYCLED WATER MAINS

A registered Civil Engineer or Land Surveyor engaged by the Developer will be responsible for setting stakes and preparing cut sheets.

B. PRIVATE LATERALS AND PRIVATE RECYCLED WATER SYSTEMS

A Registered Civil Engineer or Land Surveyor engaged by the Developer will be responsible for setting stakes and preparing cut sheets for all "Townhouse" type projects and any other residential, commercial or industrial developments that in the opinion of the Engineer requires a good control of sewer grade and alignment due to flat slopes, other utilities, and/or circuitous routing.

1. When such staking and cut sheets are required it will be so indicated on the Plans by the Engineer, prior to approval of Plans. If in the opinion of the Engineer, construction requiring stakes have been set, a field check must be made by the Developer's Engineer to verify the accuracy of the stakes.

9.03 INSPECTION

A. DURING NORMAL DISTRICT WORKING HOURS

The District Inspector or an inspection coordinator must be notified at least 24 hours (one full business day) prior to the start of any sewer or recycled water construction during normal District working hours and a request must be made for inspection. Messages or voicemails are not acceptable. This notification applies not only to starting new work, but also to restarting work which has been temporarily halted.

B. OUTSIDE OF NORMAL DISTRICT WORKING HOURS

The District Inspector or an inspection coordinator must be notified at least 48 hours (two business days) prior to the start of any sewer or recycled water construction outside of normal District working hours and a request must be made for inspection. Messages or voicemails are not acceptable forms of notification. All inspection performed during these hours shall be reimbursed to the District at the rates in effect at that time. Payment of the inspection charges must be made upon receipt of the billing from the District. The current rate for this service can be determined by contacting the District Office. A minimum of four hours overtime will be charged for any inspections requested for weekends or District holidays. Overtime will be charged in one-hour increments for inspection requested in addition to the normal eight-hour working day.

SECTION 10 - APPROVAL AND ACCEPTANCE OF CONSTRUCTION

10.01 MAIN SEWERS AND RECYCLED WATER MAINS

After all construction of the main sewer and/or recycled water main has been completed to the satisfaction of the Engineer, all fees and charges paid, all easements, annexations, and maps have been recorded and copies have been given to the District, and all other requirements have been met, the main sewer and/or recycled water main can be accepted as a public utility by the District.

10.02 PUBLIC LATERALS AND CONNECTIONS TO RECYCLED WATER MAINS

After all construction of the private lateral and/or recycled water system has been completed to the satisfaction of the Engineer, all fees and charges paid, and all other requirements met, the utilities can be approved by the District. This approval of construction will be indicated by the notification of the City or County in which the work occurred.

10.03 PRIVATE SEWERS

After all construction of the private lateral and/or recycled water system has been completed to the satisfaction of the Engineer, all fees and charges paid, and all other requirements met, the utilities can be approved by the District. This approval of construction will be indicated by the notification of the City or County in which the work occurred.

10.04 PAYMENT

In no event will a private lateral, main sewer, or recycled water system be approved and accepted, and so reported to the City of Napa and/or County of Napa, until all fees and charges are paid, including charges for work done by District Forces and repairs undertaken by the District as provided in Volume I, Section 7.