



## Hamilton County WWTa

Development Resource Center  
 1250 Market Street • Suite 3050 • Chattanooga, TN 37402  
 Tel: (423) 209-7842 Fax: (423) 209-7843

**For WWTa Use Only**

Gravity                       Low Pressure

Project No.: \_\_\_\_\_

Project Name: \_\_\_\_\_

**Review Fee: \$ 250**  
**Non-Refundable**

### SANITARY SEWER CAPACITY RESERVATION REQUEST FORM

<b>Contract Value of Project:</b> \$ _____	<input type="checkbox"/> New Development <input type="checkbox"/> Redevelopment
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Contact Information				
<b>Owner</b>	First	Last	Phone Number	Company
	Mailing Address — Number and Street		City	State      Zip Code
<b>Engineer</b>	First	Last	E-mail Address	
	Company	State Lic. #	County Lic. #	City Business Lic. #
	First	Last	E-mail Address	
<b>Applicant / Agent</b>	First	Last	E-mail Address	
	Company or Relationship to Applicant			

Property Information		
Number and Street Name	Suite / Unit Number	Zip Code
State Tax Map Number	Lot Number	Subdivision Name
Ownership is <input type="checkbox"/> Private (Owned by Applicant) <input type="checkbox"/> Public (Government) <input type="checkbox"/> Under Contract		
<b>Type of Work:</b> <input type="checkbox"/> New Construction <input type="checkbox"/> Addition <input type="checkbox"/> Alteration <input type="checkbox"/> Repair / Replace	<b>Property Occupied / Used as Zoned:</b> <input type="checkbox"/> Institutional <input type="checkbox"/> Industrial <input type="checkbox"/> Residential <input type="checkbox"/> Commercial	<b>Proposed Starting Date:</b> _____  <b>Projected Completion Date:</b> _____
Provide the following information in your submittal package: <input type="checkbox"/> A detailed description of the existing property to include address, parcel information, acreage, land surface, water features, etc. <input type="checkbox"/> The number and square footage of existing buildings if any. <input type="checkbox"/> The usage of each existing building. <input type="checkbox"/> A description of the construction and the type of structures proposed. <input type="checkbox"/> A GIS map showing the location of the proposed project. <input type="checkbox"/> The proposed starting date and projected completion date of the project. If the development is phased, specific timelines for each phase. <input type="checkbox"/> Proposed daily flow calculations for the project including a detailed calculation certified by a wastewater professional engineer registered in the State of Tennessee.		<p><b>SANITARY SEWER CAPACITY RESERVATIONS ARE SUBJECT TO THE APPLICANT MEETING SPECIFIC DEADLINES. SEE SECTION 3.0 OF THE WASTEWATER CAPACITY REVIEW PROCEDURE. IN ADDITION, SPECIAL REGULATIONS MAY APPLY.</b></p>

I certify under the penalty of law that I have examined and I am familiar with the information submitted and believe the submitted information to be true and accurate. THE GRANTING OF THIS PERMIT DOES NOT ACCEPT ANY RIGHTS THIRD PARTIES MAY HAVE PURSUANT TO DEED RESTRICTIONS, COVENANTS RUNNING WITH THE LAND, OR OTHER PRIVATE ARRANGEMENTS.

Property Owner or General Contractor (Print)	Signature	Date
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# Wastewater Capacity Review Procedure

## SECTION 1.0 SUMMARY

- A. The purpose of this procedure is to establish a system to determine the availability of wastewater service to proposed developments. This process will provide a method for reserving capacity where available to service these developments.
- B. Capacity may be limited to the system as a whole or subject to limitations at particular pump stations, basins, or pipeline segments.
- C. Developers and property owners intending to develop or redevelop property within the WWTA service area will be required to submit a sanitary sewer capacity reservation request to the Chief Engineer. The request form is included with this document. The reservation request must contain the following information:
  - 1. The name and contact information of the owner and/or developer.
  - 2. A detailed description of the existing property including address, parcel information, acreage, land surface, water features, etc.
  - 3. The number and square footage of existing buildings if any.
  - 4. The usage of each existing building.
  - 5. A description of the construction and the type of structures proposed.
  - 6. A GIS map showing the location of the proposed project.
  - 7. The proposed starting date and projected completion date of the project. If the development is phased, specific timelines for each phase.
  - 8. Proposed daily flow calculations for the project including a detailed calculation certified by a wastewater professional engineer registered in the State of Tennessee.
    - i. Where applicable, flow calculations are to be determined using latest Department of Tennessee Environment and Conservation (TDEC) standards.
    - ii. For new single family residential homes, use 100 gallons/occupant/day.
    - iii. Divide the gallons/day/home by 1440 and then multiply the result by 3 to get the peak reservation in gallons per minute.

## SECTION 2.0 GENERAL PROVISIONS

- A. Completed reservation request will be reviewed in the order that they are received. The applicant will be charged a non-refundable review fee in the amount of \$250. To be able to issue a capacity reservation, the following conditions must be met:
  - 1. Wastewater service is either already available to the proposed project or will be made available by the proposed project.
  - 2. The project is in compliance with applicable federal, state, and local laws and policies.

3. The wastewater system downstream of the proposed development has not experienced more than 5 sanitary sewer overflows (SSOs) in the previous 12-month period.
  4. The addition of flow from the proposed development plus the addition of any other capacity reservations upstream of the proposed connection point will not cause a dry-weather SSO.
- B. Capacity Reservations are based on, but not limited to, the following:
1. Existing system capacity
  2. Projected schedule
  3. Past performance on similar projects
  4. Impact to the existing system
  5. Owner/Developer contribution to upgrade the existing system for future growth

### SECTION 3.0 TERMS AND CONDITIONS

- A. A wastewater capacity reservation is valid for up to 48 months.
- B. The capacity reservation will expire unless an approved sewer design has been received by the WWTA within 6 months of WWTA approval of the reservation.
- C. The reservation will expire after 12 months from design approval unless the WWTA has approved the construction and the developer has provided all closeout documents to the WWTA.
- D. The unused amount of reserved capacity shall be revoked unless 80% of the development has been placed in service (passed final inspection) by the end of a 48-month period after approval of the reservation unless an extension has been granted.
- E. Developments meeting the 80% threshold may be granted up to an additional 24-month extension of the capacity reservation. The extension request must be made in writing to the WWTA no less than 30 days prior to the end of initial 48-month period.
- F. A wastewater capacity reservation is only applicable to the tracts, lots, or subdivisions specific to the approved project plat.
- G. Modifications must have prior approval by the WWTA.
- H. Any transfer of Wastewater Capacity Reservations must have prior approval by the WWTA.
- I. New connections in non-moratorium areas that do not exceed 1,200 gallons per day are not required to have a wastewater capacity reservation.
- J. Capacity Reservations are subject to moratoriums placed on the WWTA as required by the EPA, TDEC, the City of Chattanooga, and/or Collegedale as applicable.

#### SECTION 4.0 SERVICE AREA RESTRICTIONS

- A. Restricted service areas are moratorium areas and other areas in which the Executive Director of the WWTA has determined are regularly operating at or near design capacity.
- B. The Executive Director shall remove or modify service area restrictions subject to changes in federal, state, or local regulatory requirements and increases or decreases in available wastewater capacity.
- C. Restricted areas may include other areas as determined by the Executive Director of the WWTA.
- D. Capacity reservations in restricted areas are subject to a waiting list until capital improvements to increase capacity are complete.