

A. Introduction

1. Purpose

- a. The purpose of this publication is to state:
 - 1) The design standards and construction specifications for the planning, design, construction, and connection of all utilities used for residential, commercial and industrial purposes.
- b. These standards and specifications have been developed for use by consultants and contractors who work on water and sewer utility projects within Augusta County and for ACSA personnel who review those projects. The standards and specifications are not intended as a regulation, but should be followed for all projects involving review and approval through the Augusta County Service Authority which will establish a degree of uniformity for drawings and specifications for all water and sewer utility projects.

2. Authority

- a. The work described herein is under the jurisdiction of the Augusta County Service Authority hereinafter referred to as the Authority, the Service Authority, or the ACSA.
- b. These policies, Design and Construction Standards, and associated rules and regulations, adopted by the Augusta County Service Authority in accordance with the Code of Augusta County, Virginia and the Virginia Water and Waste Authorities Act (Virginia Code § 15.2-5100 et seq.), are applicable to all existing and future water and sanitary sewerage facilities under or which will be under the jurisdiction of the Augusta County Service Authority. The Design and Construction Standards shall apply only to newly constructed facilities or repairs to or replacements or modification of existing facilities.
- c. Consultants and contractors working on water and sewer utility projects should recognize the fact that State and Federal regulations must be satisfied on all projects. In the event that the Authority Standards differ from State or Federal Requirements, the more restrictive standard shall be utilized.
- d. Review and approval for pump stations, booster stations, pre-treatment facilities, storage facilities, and water and sewer lines 14 inches in diameter and larger is required by the DEQ and VDH in accordance with section 9VAC25-790-60 of the Sewage Collection and Treatment Regulations and section 12VAC5-590-300 of the Waterworks Regulations, in addition to the review and approval required by the ACSA.
- e. It is very difficult to generalize when addressing matters of engineering design without endangering the final product; therefore, consultants should strive for designs that show consideration of details presented herein. However, these details are secondary to good engineering judgement.

In addition, these policies, Design and Construction Standards, and associated rules and regulations are applicable to certain water and sewer mains and sub-mains which are located on private property and are privately owned and maintained, and connect to or are intended to be connected to water and sewerage facilities owned and operated by the Service Authority. The Service Authority finds that the improper design, construction, and operation of such privately owned and maintained facilities have the potential (a) to result in violations, chargeable to the Service Authority, of permits and applicable laws administered by the Commonwealth of Virginia, related to the proper operation of its treatment facilities, (b) to prevent or impede the ability of the Service Authority

to serve existing and future customers, and (c) to create avoidable and extraneous demands on the facilities of the Service Authority, which demands would, in turn, result in a loss of economic efficiency in the provision of services to its customers. Based on the foregoing findings, and pursuant to authority under Virginia Code §§ 15.2-5114(2) and § 15.2-5137(A), these rules, regulations and Design and Construction Standards shall also apply to water and sewer mains and sub-mains extending onto private property that are connected to or are intended to be connected to water and sewerage facilities owned and operated by the Service Authority. Such facilities on private property shall remain privately owned and maintained, but shall be designed, constructed, and operated in accordance with these rules, regulations and Design and Construction Standards.

As with facilities under or which will be under the jurisdiction of the Service Authority, Design and Construction Standards shall apply only to those facilities on private property which are newly constructed or which are repaired, replaced or modified.

3. Contact

- a. Inquiries for information or clarification of any item enclosed in this document should be directed to the Executive Director, Augusta County Service Authority, P. O. Box 859, Verona, VA 24482, 540-245-5670.
- b. Additional information can be obtained on the ACSA website:
<http://www.acsawater.com/>
(Standards and Updates will be posted here.)
- c. Other County departments may be contacted for additional information:
 - 1) Government Center Main Switchboard: 540-245-5600
<http://www.co.augusta.va.us/> -- County of Augusta
 - 2) Building Inspections: 540-245-5717
 - 3) Community Development/Planning/Zoning: 540-245-5700
 - 4) Real Estate Office: 540-245-5647
 - 5) Parks and Recreation: 540-245-5727

4. Plan Submittal Process

Summary of review process – The following list shows a summary of the required meetings and submittals for the types of projects shown. See below for further information.

An Augusta County Service Authority Application for Plan Review, the Submittal Checklist (included in Appendix 1 – Forms and Tables), and other forms and submittals as required must be submitted with all types of plans.

Review of the plans will not commence until all necessary forms have been received by the Service Authority. If plans are incomplete, they will be returned with a request for the required information. Plan review will not be performed until a complete submittal package is received by the ASCA.

a. Site Plans

Augusta County Requirements

- 1) Pre-submittal meeting required by Augusta County Community Development Department for all projects disturbing more than 10,000 SF
- 2) Pre-submittal meetings are held every 2nd and 4th Wed. of the month
- 3) Plans are submitted to the Community Development Department in accordance with their requirements.

- 4) The Community Development Department distributes the plans to all other departments every Wed. (Contact County Community Development Department for details.)
- 5) Community Development requests that all comments be provided within 2 weeks. The ACSA reviews plans in the order they are received. Generally, the ACSA is able to meet this schedule but cannot guarantee that comments can be provided within the 2 week period. The plan preparer is responsible for submitting plans at such a time that will provide adequate review time through the ACSA for meeting any deadlines. ACSA comments are typically issued within 30 calendar days.
- 6) Comments are sent to the Consulting Engineer by Community Development; copy issued to owner by ACSA.
- 7) Second submittals are accepted at anytime by Community Development and distributed on the next Wed.

ACSA Requirements in addition to Augusta County Requirements

- 8) If applicable, reservation of water/sewer capacity fee must be paid in accordance with ACSA Policy 10.8 prior to plan approval.
- 9) All engineering plan review and inspection fees must be paid prior to plan approval.
- 10) All easements shall have the Deed of Easement and property plat approved by the ACSA and recorded in the County Clerk's Office prior to ACSA approval of the Certificate of Occupancy.
- 11) All newly constructed water and sewer mains and appurtenances must be dedicated to the ACSA prior to the ACSA approval of the Certificate of Occupancy.
- 12) If applicable, all newly constructed water and sewer mains and appurtenances must meet ACSA final acceptance criteria prior to ACSA approval of the Certificate of Occupancy.

b. Master Plans

Augusta County Requirements

- 1) Master Plans and Calculations received by Community Development (Contact Community Development Department for details.)
- 2) All plans and calculations are routed/distributed to all other departments upon receipt. In accordance with County requirements, Master Plans must be received a minimum of 15 days prior to the Planning Commission Meeting in order to be added to the agenda. The ACSA reviews plans in the order they are received and cannot guarantee that a Master Plan can be reviewed if submitted at or just prior to the County deadline. The plan preparer is responsible for submitting plans at such a time that will provide adequate review time through the ACSA. ACSA comments are typically issued within 30 calendar days.

ACSA Requirements in addition to Augusta County Requirements

- 3) All engineering plan review fees must be paid prior to plan approval.

c. Subdivisions

Augusta County Requirements

- 1) Plans are submitted to each individual department by the consulting engineer.
- 2) Comments are sent directly to the consulting firm by each department/agency. ACSA comments are typically issued within 30 days.
- 3) ACSA sends copy of comments to County Engineer and owner.

ACSA Requirements in addition to Augusta County Requirements

- 4) All engineering plan review and inspection fees must be paid prior to plan approval.
- 5) All easements shall have the Deed of Easement and property plat approved by the ACSA and recorded in the County Clerk's Office prior to the ACSA releasing the utility portion of the construction bond.
- 6) All newly constructed water and sewer mains and appurtenances must be dedicated to the ACSA and meet ACSA final acceptance criteria prior to the ACSA releasing the utility portion of the construction bond.
- 7) Reservation of water/sewer capacity fee must be paid in accordance with ACSA Policy 10.8 prior to submittal of application for final plat.

d. Utility Extensions

Augusta County Requirements

- 1) Plans are submitted to each individual department by the consulting engineer. Any plan disturbing more than 10,000 S.F. must be sent to Community Development for review.
- 2) Comments are sent directly to the consulting firm by each department. ACSA reviews plans in the order they are received. Comments are typically issued within 30 calendar days.
- 3) ACSA sends a copy of comments to County Engineer and owner.

ACSA Requirements in addition to Augusta County Requirements

- 4) All engineering plan review and inspection fees must be paid prior to plan approval.
- 5) All easements shall have the Deed of Easement and property plat approved by the ACSA and recorded in the County Clerk's Office prior to approval of any connections.
- 6) All newly constructed water and sewer mains and appurtenances must be dedicated to the ACSA and meet ACSA final acceptance criteria prior to approval of any connections.

e. Erosion and Sediment Control and Grading Plans

- 1) Plans shall be submitted to the ACSA when E&SC measures impact existing or proposed water or sewer facilities.
- 2) The ACSA expects a 30 day turnaround for reviews. Plans will be reviewed in the order received.

5. For information regarding application for water or sewer service, additional plan submittal and review requirements, reserved capacity, acceptance of new construction, and other policies, please see the ACSA Operation Procedures and Policy Manual (OPPM), latest edition. This manual may be reviewed at the ACSA offices, or viewed on-line at www.acsawater.com.