

PART A - GENERAL INFORMATION

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SECTION 1 GENERAL INFORMATION

1-01 Introduction and Scope. These STANDARD SPECIFICATIONS shall apply to the design and construction of all public sewerage facilities and side sewers in the District whether privately financed and constructed under permits issued by the Alto Sanitary District or whether publicly financed and constructed under contract with the District.

The jurisdiction of the District includes the entire sewerage system and its appurtenances from the points of connection with the building plumbing to the sewers managed by the Sewerage Agency of Southern Marin treatment plant. The side sewer (also called the building sewer or the upper and lower sewer lateral) between the main sewer and the building is privately owned and maintained, and the District has no ownership or maintenance responsibility therefor. The service area of the Alto Sanitary District covers the unincorporated areas east of the City of Mill Valley between Lomita Drive, East Blithedale Avenue and North Knoll Road under the jurisdiction of Richardson Bay Sanitary District. Maps showing the existing District boundaries and the planned future service area boundaries are available for inspection from the District.

Special provisions, specifications addenda and/or notes on the plans shall be provided when deemed necessary by the District Administrator and shall be considered as part of the specifications for the work.

1-02 District Ordinances. The Ordinances of the District comprise the rules and regulations of the District with respect to the construction and use of sanitary sewerage facilities. In general, the Code provides the authority of the District Administrator, District Engineer and District Construction Inspectors, adopts the "Standard Specifications," provides regulations for side sewer construction and for the use and construction of public sewers, fixes annexation, plan checking, and permit and inspection fees, and provides for the establishment of uniform connection charges. A knowledge of the Code provisions and policies is essential to those proposing to design or construct sewerage facilities under permit in the District. Copies of pertinent Code sections may be obtained at the District office upon request.

1-03 Annexation Policy. The annexation policy of the District requires the consideration of service to any property within the planned ultimate service area and that all properties served must annex to the District. The annexation fees charged are intended to cover the District's costs for legal, engineering and administrative services in processing the annexation. Only complete properties of legal record can be annexed. The District has established annexation procedures, and further information can be gained by contacting the District office.

1-04 Downstream Capacity Policy. Where the District determines that downstream sewers lack sufficient capacity to accept wastewater flows from a proposed development or facility, the

District may require the applicant to upsize the downstream sewer as necessary to accommodate the future flows or contribute funds toward a future upsizing by the District.

1-05 Right-of-Way Policy. The right-of-way policy requires that all public sewerage facilities be located in easements or rights-of-way granted or dedicated for sewers and public use. In the case of public streets, further dedication is not necessary unless specifically required. All new easements must be granted directly to the District as sewer easements by separate deed. Unless otherwise specifically permitted or required by the District Administrator or District Engineer, all easements shall be fifteen (15) feet in width, and the easement shall be centered on the sewer line. Ten (10) foot easements may be provided under special circumstances only if specifically approved by the District Administrator. Easements shall be provided for sewers and granted to the District in all cases where future extensions of sewer lines will be required on the property being sewered.

1-06 Condemnation Policy. When a public sewer must pass through private property and a right-of-way cannot be obtained through negotiation with the property owner, the District may, under certain conditions, order condemnation of the required easement. If condemnation by the District is desired, the following will be required:

- A. Requirements - Submit complete construction plans, a detailed easement plat, and a letter to the District Board of Directors explaining the situation and stating that all reasonable means to acquire the easement through normal procedures have been exhausted; no agreement could be reached; and requesting the District's assistance in acquiring the easement.
- B. Condemnation Ordered - If condemnation is ordered by the District, a duplicate tracing of the easement map shall be submitted showing the entire easement, any required temporary working easements, all affected properties, and a description of the easement and temporary working easement including correct and complete names and addresses of all vested owners of the property shall be furnished.
- C. Costs of Condemnation - All costs of the condemnation shall be borne by the applicant and he shall deposit with the District, in advance, the estimated cost of the easement and all legal, appraisal, engineering, administrative and other costs associated with the condemnation. The amount of the deposit shall be determined by the District Engineer.

1-07 Engineering Policy. The engineering policy of the District requires strict compliance with the Civil and Professional Engineers Act of the California Business and Professions Code. All engineering plans, specifications, reports or documents shall be prepared by a registered civil engineer, or by a subordinate employee under his direction, and shall be signed by him and stamped with his seal to indicate his responsibility for them. It shall be the Job Engineer's responsibility to review any proposed sewer system, extension and/or existing system change with the District Administrator or District Engineer, prior to engineering or design work, to

determine any special requirements or whether the proposal is permissible. Approval of preliminary or final plans by the District does not in any way relieve the Job Engineer of the Permittee of his responsibility to meet all requirements of the District. The plans and specifications for any job can be revised or supplemented by the District at any time it is determined that the full requirements of the District have not been met. The Job Engineer shall review such changes and prepare the necessary revisions to the plans. Any cost of revisions or additions required by the District shall be paid for by the Permittee.

1-08 Environment Impact Report Regulations. The District Board of Directors has adopted "Local Guidelines for Implementation of the California Environmental Quality Act of 1970" and amendments thereto. Under these regulations, persons proposing to obtain permits for sewer construction may be required to prepare or finance the preparation of certain environmental impact studies and documents concerning the project. Persons planning projects involving extension of sewer mains are advised to contact the District's staff early in their planning process to determine the appropriate lead agency and exact District Environmental Impact Report requirements.

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SECTION 2 DEFINITIONS AND TERMS

2-01 Definitions and Terms. Whenever in these specifications, or in any documents or instruments where these specifications govern, the following terms, abbreviations or definitions are used, the intent and meaning shall be interpreted as follows:

Acceptance - Formal acceptance by action of the District Board of an entire contract or agreement or work done under permit which has been completed in all respects in accordance with the plans and specifications and any modifications thereof previously approved.

Annexation - The process of inclusion of property into District boundaries by proper legal procedures. Annexations must be processed through the Local Agency Formation Commission.

Applicant - The person making application for a permit and who shall be the occupant and/or owner of his/her/their authorized representative of the premises to be served by the sewer for which a permit is requested.

Building - Any structure used for human habitation or a place of business, recreation or other purpose.

Building Sewer - That portion of any sewer beginning at a point two (2) feet outside the foundation line of any building and running to the property line, street right-of-way or sewer easement right-of-way line or to a private sewage disposal system. Also see Lateral Sewer.

Building Sewer Permit - The written authorization from the District for the installation of a side sewer at a specific location and under specific conditions of the permit (Must be applied for by submitting the Private Sewer Lateral Construction-Repair-Replacement Permit Application.)

Sewer Agency of Southern Marin (SASM) - The Sewerage Agency of Southern Marin, which treats and disposes of all wastewater from the District, managed all or in part by the City of Mill Valley.

City or Town - Any incorporated municipality lying in the vicinity of the District.

Contractor or Side Sewer Contractor - Any contractor licensed by the State of California to enter into contracts for and to perform the work of installing sewers within the District, or the owner of private property doing his own house sewer work on his private property only.

County - The County of Marin, State of California.

Definition of Words - Whenever, in these specifications, the words directed, required, permitted, ordered, designated or words of like import are used, they shall be understood to mean the

direction, requirement, permission, order or designation of the District Administrator or District Engineer. Similarly, the words approved, acceptable, satisfactory, shall mean approved by, acceptable to, or satisfactory to the District Administrator or District Engineer.

District - The Alto Sanitary District, as represented by the District Board or District Administrator.

District Board - The governing body of the District.

District Engineer - The Engineer of the District, licensed by the State of California as a Civil Engineer, acting either directly or through authorized agents.

District Inspector - The engineering or technical inspector or inspectors duly authorized or appointed by the District Administrator and responsible for the particular duties delegated to him/her or them.

District Administrator - The Administrator of the District acting either directly or through authorized agents.

Engineer - The Engineer designated by the District to provide construction review services. The Engineer can be the District Engineer, Job Engineer, or another Engineer designated by the District.

Fixture Units - The fixture unit load values for drainage piping as computed from tables of the current Uniform Plumbing Code.

Job Engineer - The engineer, licensed by the State of California as a Civil Engineer, under whose direction plans, profiles and details for the work are prepared and submitted to the District for review and approval. The Job Engineer shall provide all field surveys, construction staking, confirm field changes and prepare record drawings.

Lateral Sewer, Lower Lateral - That portion of the side sewer lying within a street or sewer right-of-way. (Normally that portion of the side sewer between the main sewer and property line.) The lateral sewer is privately owned and maintained. Also see Building Sewer.

Lateral Sewer, Upper Lateral - That portion of the side sewer lying within the private property between the right-of-way and the building plumbing. (Normally that portion of the side sewer between the property line and the house/building.) The lateral sewer is privately owned and maintained. Also see Building Sewer.

Main Sewer - A public sewer which has been or is being constructed to accommodate more than one side sewer. (Normally six (6) inches in diameter or larger for existing sewers, and normally eight (8) inches and larger for newly constructed or rehabilitated sewers.) The District will accept and maintain main sewers which are constructed to these standards and installed under a District public sewer extension permit with District supervision and inspection.

Other Specifications - Whenever in these specifications other specifications are mentioned, it shall be understood that the materials or methods mentioned therewith shall conform to all requirements of the latest revision of the specifications so mentioned.

Outside Sewer - A sanitary sewer beyond the limits of the Sanitary District not subject to the control or jurisdiction of the District.

Owner - In the case of District projects, the term owner shall mean the Alto Sanitary District. In the case of private projects, the term owner shall mean that person who is doing or having work done under permit or agreement with the District.

Permit - Any written authorization required for the installation of any sewer line or sewage works.

Permittee - The person to whom a public sewer permit or building sewer permit is issued.

Person - Any person, firm, company, corporation, association or public agency.

Plans - Construction plans, sewer plans and profiles, cross sections, detailed drawings, etc., or reproductions thereof, approved or to be approved by the District, which show the location, character, dimensions and details for the work to be done, and which constitute a supplement to these specifications.

Plumbing System - All plumbing fixtures and traps, or soil, wastes, special waste and vent pipes within a building to a point two (2) feet outside the building foundation thereof.

Private Construction or Private Projects - Projects involving construction of sewerage facilities, other than District projects, which are to be performed by the Permittee and connected to the District sewerage system. Sewers to be accepted by the District shall be constructed under a Public Sewer Extension Permit. Side sewers, which are not accepted by the District, shall be constructed under a Building Sewer Permit with the District.

Private Sewer - A sewer serving an independent sewage disposal system not connected with a public sewer and which accommodates one or more buildings or industries.

Public Sewer Extension Permit - The written authorization from the District for the installation of a public sewer main at a specific location and under specific conditions of the permit.

Record Drawings (As-Built Drawings) - Reproducible plans signed and dated by the Job Engineer and District representative, indicating that the plans have been reviewed and revised, if necessary, to accurately show all elevations and construction details which were actually built.

Right-of-Way - All land or interest therein which by deed, conveyance, agreement, easement, dedication, usage or process of law is reserved for or dedicated to the use of the general public, within which the District shall have the right to install and maintain public sewerage facilities.

Section - Any reference to a section which is not accompanied by further reference refers to a section or sections of these specifications.

Sewage - A combination of water-carried wastes from residences, business buildings, institutions and industrial establishments.

Sewage Works - All facilities for collecting, pumping, treating and disposing of sewage.

Side Sewer - The side sewer begins at its point of connection with the main sewer and terminates at its point of connection to the sanitary or waste plumbing. The point of connection to the sanitary or waste plumbing shall be two (2) feet or less from the building foundation at the point where the plumbing first extends outside the foundation (minimum four (4) inches in diameter). The side sewer is privately owned and maintained, including the lateral sewer, which links the sanitary or waste plumbing of a house or other building with the main sewer.

Soils Engineer - Any soils engineering firm or authorized representative of such a firm which is retained by the owner of a project for the purpose of designing, testing, or controlling grading, installation of pavements, or trench backfill, and/or means to handle subsurface water and supplying to the District reports on the same. The Permittee shall pay all costs for the soils engineer.

Special Provisions - Special Provisions are specific clauses of the Specifications for a specific job which set forth conditions or requirements peculiar to the project under consideration and covering work or materials involved in the proposal and estimate but not satisfactorily covered by these Standard Specifications.

Specifications - The directions, provisions, and requirements contained herein as supplemented by such Special Provisions as may be necessary pertaining to the method and manner performing the work or to the quantities and qualities of materials to be furnished under the contract or permit.

Standard Drawings - The drawings of structures or devices commonly used on District work designated by the District as Standard Drawings at the time a District contract or agreement is entered into or permit is issued.

Standard Specifications - The Standard Specifications of the Alto Sanitary District as contained herein and all subsequent additions, deletions or revisions.

State Standard Specifications - The Standard Specifications of the State of California, Department of Public Works, Division of Highways, current issue. Where the terms "State" or

"Engineer" are used in the State Standard Specifications, they shall be considered as meaning the "District" or "District Engineer" as defined hereinabove.

Streets or Roads - Any public highway, road, street, avenue, alley, way, easement or right-of-way.

Surety - Any firm or corporation executing a surety bond or bonds payable to the District, securing the performance of the contract or permit either in whole or in part.

Traveled Way - That portion of the roadway for the movement of vehicles, exclusive of shoulders and auxiliary lanes.

Uniform Plumbing Code - The Uniform Plumbing Code adopted by the International Association of Plumbing and Mechanical Officials, current edition.

Work - All the work to be done under the District contract, or permit, in accordance with the plans, specifications and/or Special Provisions, and/or permit conditions.

2-02 Abbreviations. The following abbreviations shall have the designated meanings.

ACP	-	Asbestos Cement Pipe
AC	-	Asphalt Concrete
AAN	-	American Association of Nurserymen
AASHO	-	American Association of State Highway Officials
ACI	-	American Concrete Institute
ALSD	-	Alto Sanitary District
AREA	-	American Railway Engineering Association
ASA	-	American Standards Association
ASCE	-	American Society of Civil Engineers
ASME	-	American Society of Mechanical Engineers
ASTM	-	American Society for Testing Materials
AWPA	-	American Wood Preserver's Association
AWS	-	American Welding Society
AWWA	-	American Water Works Association
BCDC	-	Bay Conservation and Development Commission
CIP	-	Cast Iron Pipe
CLP	-	Concrete Lined Steel Cylinder Pipe
CL & CP	-	Concrete Lined and Coated Steel Cylinder Pipe
CMP	-	Corrugated Metal Pipe
CMSA	-	Central Marin Sanitation Agency
Drop MH	-	Drop Manhole
Fed. Spec.	-	Federal Specifications
FL	-	Flow Line
HDPE	-	High Density Polyethylene pipe
IAPMO	-	International Association of Plumbing and Mechanical Officials

ISA	-	International Shadetree Association
Inv. El.	-	Invert Elevation
LAFCo	-	Local Agency Formation Commission
LH	-	Lamphole
MH	-	Manhole
NEMA	-	National Electrical Manufacturers Association
PCC	-	Portland Cement Concrete
PE	-	Polyethylene
PMP	-	Perforated Metal Pipe
PVC	-	Polyvinyl Chloride
RCP	-	Reinforced Concrete Pipe
RH	-	Rodhole
RI	-	Rodding Inlet
RPMP	-	Reinforced Plastic Mortar Pipe
S	-	Pipe Slope
SDR	-	Standard Dimension Ratio
St. P.	-	Steel Pipe
Sta.	-	Survey Station
URB	-	Untreated Rock Base (Aggregate Base)
VCP	-	Vitrified Clay Pipe
WPCF	-	Water Pollution Control Federation