

## **1.0 Purpose and Need**

The Capacity Assurance and Connection Policy supports the sizing and planning of the regional interceptor system and establishes the process for connecting to the regional interceptor system.

## **2.0 Definitions**

***Collection System.*** A network of pipes, manholes, and pumping stations to convey sewage from individual properties to the regional interceptor system. Private sewer service laterals, private cleanouts, and private pump stations on private property are not included.

***Flow Acceptance.*** The process for reviewing and approving proposed connections, or modifications to existing connections, to the sanitary sewer system.

***HRSD Service Area.*** The area of sewer service established through coordination with the Localities that are part of the HRSD Territory. This represents the area for which HRSD agrees to provide capacity. The existing Service Area boundaries can be found on the HRSD website.

***HRSD Territory.*** The territory of the Localities identified in the Enabling Act. This does not define the service area.

***Metro Area.*** Area encompassing the following localities: Cities of Virginia Beach, Norfolk, Chesapeake, Suffolk, Portsmouth, Hampton, Newport News, Poquoson, and Williamsburg; the Counties of Isle of Wight, Gloucester, York, and James City; and the Town of Smithfield.

***Locality/Localities.*** Cities, Counties, and Towns making up the HRSD Territory.

***Regional Interceptor System.*** A network of gravity and/or force main pipes, pump stations, and pressure reducing stations owned and operated by HRSD which intercept and convey sanitary sewer flow received from locality, or HRSD pump stations or a private collection system to the Regional treatment system.

***Regional Treatment System.*** Wastewater treatment facilities, with physical, chemical, and biological processes to treat sewage and discharge treated water, which are owned and operated by HRSD.

***Sanitary Sewer System.*** The collection system, the regional interceptor system and the associated treatment system. Private sewer service laterals, private cleanouts, and private pump stations on private property are not included.

***Small Communities.*** Localities including but not limited to the Counties of Accomack, Mathews, Middlesex, Northampton, King and Queen, King William, and Surry; the participating Towns located within these Counties; and the Lawnes Point development.

***Terminal Pump Station.*** Any pump station that connects to; (1) the regional interceptor system or; (2) to a collection system force main that ties into the regional interceptor system.

***Transmission Force Main.*** A type of force main that has limited planned connection points and is typically operated under higher pressures than interceptor force mains.

### **3.0 Guiding Principles**

HRSD is responsible for ensuring there is adequate capacity in the Regional Interceptor and Regional Treatment Systems to support current and future development activity within the HRSD Service Area. HRSD is also responsible for protecting infrastructure and treatment processes from non-domestic wastewaters.

Local governments are responsible for defining sewer service areas within their communities and for constructing collection systems to convey sanitary waste from individual properties to the HRSD regional interceptor system. Direct and effective communication and collaboration with the localities regarding development planning, land use, population estimates and other factors that have the potential to impact the regional wastewater infrastructure is required for HRSD to plan the regional interceptor and treatment systems.

In order to ensure adequate capacity, HRSD tracks new connections to the sanitary sewer system via the Flow Acceptance process. The tracking of connections enables HRSD to anticipate and plan for future capacity upgrades.

HRSD force mains are typically sized to accommodate a minimum velocity of 2 feet per second for an average peak hour dry weather flow and to accommodate a maximum peak hour velocity of 8 feet per second.

#### **4.0 Procedures**

##### **4.1 Capacity Review**

New sanitary sewer service requests shall be submitted through HRSD's Development Services. A Flow Acceptance Letter and HRSD plan approval are required for:

- A. Projects, regardless of proposed flows, that include a direct connection to the regional interceptor system via an existing valve, a new tap, new sewer service line, or gravity manhole.
- B. Projects that include a direct connection to a locality force main that is connected to an HRSD interceptor.
- C. Projects requiring regulatory approval (as defined in Commonwealth of Virginia Sewage Collection and Treatment Regulations).
- D. Connections within the Small Communities service areas, regardless of size and without exception, including single family residential homes.

HRSD capacity will be determined by average and peak hour flows as calculated in accordance with the HRSD's Regional Sewage Flow Projection Data Policy or best engineering practices.

Projects requiring HRSD Sanitary Sewer System expansion will be denied until HRSD Sanitary Sewer System expansion is completed. Any expansion requires a minimum of two-year notice prior to the projected need for service; expansion could take several years to coordinate, plan, permit, design, and construct.

##### **4.2 Connections to the Regional Interceptor System**

All proposed connections to the HRSD Regional Interceptor System shall be made with adequate detail for HRSD evaluation and approval. At a minimum, requests must include a request form signed by an authorized locality representative, , site plans and detailed drawings, completed Industrial Waste Permit Application (if applicable) and other information in accordance with HRSD's current procedures.

Connections must be inspected and approved by HRSD prior to being placed in service.

#### **4.2.1 Terminal Pump Station Connections**

Any new pump station connecting to the HRSD interceptor system must be sized to accommodate both the dry weather and peak flow as defined in the HRSD's Regional Sewage Flow Projection Data Policy or best engineering practices. Pump station upgrades or replacements shall use existing flows and system hydrology for sizing.

HRSD shall provide the associated pressure range for all direct connections to the interceptor force main system per the Hydraulic Grade Line (HGL) – System Operating Pressure Policy.

Connections shall typically only be approved at existing branch locations that were planned for and provided during construction of the interceptor line. New taps shall only be considered when existing conditions make it impractical to use an existing tap.

The Locality shall own an isolation valve immediately upstream of the dedicated HRSD valve at all force main connections.

#### **4.2.2 Connections to HRSD Gravity Line**

Gravity line connections shall only be permitted at existing manholes. Connections by constructing new manholes on the gravity line at locations other than existing manholes will be considered on a case-by-case basis upon review of the submitted plans. At no time shall connections to existing pump station wet wells be permitted.

#### **4.2.3 Individual Connections to HRSD Force Main**

New connections to an HRSD force main for service to a single residential unit or a single commercial parcel will typically not be permitted.

#### **4.3 Connections to HRSD Transmission Force Main**

New connections to an HRSD transmission force main will be limited to planned connection locations and flowrates.

#### **4.4 Connections to the Locality System**

In the Metro Area, a flow acceptance certificate request form signed by an authorized Locality representative is not required when the project's proposed

**COMMISSION ADOPTED POLICY**  
*Capacity Assurance and Connection*



Adopted: September 30, 2019

Revised: September 26, 2023

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average daily flow (ADF) is less than 40,000 gallons per day and it is a gravity connection to an existing Locality sanitary sewer collection system, and is domestic wastewater. HRSD will issue a flow acceptance certificate upon completion of its project review.

**4.5 Service Area Expansion**

Localities interested in expanding sewer service areas beyond the existing HRSD Service Area shall submit a Service Area Expansion Request per the HRSD Service Area Expansion Policy.

**5.0 Responsibility and Authority**

The Planning and Analysis Division of the Engineering Department shall review and approve all connection requests. Approval will not be unreasonably withheld. Appeal of denied connection requests shall be through the General Manager with final decision authority at the Commission.

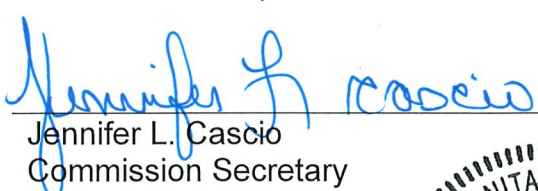
The Planning and Analysis Division of the Engineering Department shall be responsible to enforce, review and recommend updates to this Policy.

Approved:

  
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Stephen C. Rodriguez  
Commission Chair

  
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Date

Attest:

  
\_\_\_\_\_  
Jennifer L. Cascio  
Commission Secretary

  
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Date

