

SECTION 100

INTRODUCTION

101. GENERAL REQUIREMENTS

101.01 Use of This Document

- 1) This document is subject to periodic revision to meet changing requirements for materials, fire and safety regulations, environmental regulations, etc. At the beginning of a project, users should verify that they have the latest edition.
- 2) This document is intended to convey the general design and construction requirements for a typical project within the jurisdiction of the Marietta Board of Lights and Water which will be referred to in this document as Marietta Water. It also lists specific Marietta Water requirements relating to plan review, inspection, testing and acceptance of facilities. It is not intended as a substitute for site-specific engineering and construction techniques. Individual project conditions may require variances from the provisions in this document in which case such variances should be noted in the plans and other data submitted by the project design professional for Marietta Water approval.
- 3) The Standard Details in Section 400 are complementary to the Regulations written herein. If the developer or designer notes any discrepancies or desires an interpretation of a specification, they should submit their question to Marietta Water in writing for a decision by Marietta Water.

101.02 Applicability

- 1) The appropriate provisions of these regulations are applicable to the following water system installations:
 - a. Any water system for property proposed for commercial, industrial, institutional, or residential development (as defined in the ordinances of the City of Marietta and/or Cobb County) which is within the Marietta Water service boundary will be subject to these regulations. All such water systems must be tied to and served from Marietta Water's system. The water main must be installed along both existing and proposed roads rights-of-way to the most distant property line. Under ordinary circumstances the entire cost of water main installation to and within the development will be borne by the owner/developer.

Reimbursement of certain costs of water mains extended to serve the development may be possible in accordance with Marietta Water's Extension Policy outlined in Section 202.04.

b. Privately owned and maintained water systems for developments within the Marietta Water service boundary are subject to these regulations.

2) The appropriate provisions of these regulations are applicable to the following sanitary sewer system installations:

- a. Any sanitary sewer system connected to or discharging into the sewer system already owned, maintained or operated by Marietta Water will be subject to these regulations. Sanitary sewers located within public road right-of-ways or accepted Marietta Water sewer easements will become the property of Marietta Water and will be maintained by Marietta Water after the specified developer maintenance period and final acceptance.
- b. Any proposed development located within the same drainage basin as an existing sanitary sewer line is required to serve the development with sanitary sewers and to connect to Marietta Water's system. All proposed lots shall be served. Under ordinary circumstances, the entire cost of the sanitary sewer system installation to and within the development will be borne by the owner/developer. Reimbursement of certain costs of trunk sanitary sewers extended to serve the development may be possible in accordance with Marietta Water's Sewer Extension Policy outlined in Section 302.18.
- c. All commercial, institutional, or industrial developments shall be required to serve the development with sanitary sewers and connect to Marietta Water's sanitary sewer system.
- d. Any sanitary sewer system serving a development located within a drainage basin served by Marietta Water shall be designed and installed in accordance with these regulations.
- e. Privately owned and maintained sanitary sewer systems for developments within the Marietta Water service boundary are subject to these regulations.
- f. Waiver of the above requirements to connect to the sewer system will be considered on a case by case basis for:

1. Single family subdivisions in which all lots are one acre or larger in area and sanitary sewer is considered not-available (nearest connection point to an existing sewer line is greater than 1,000 feet from the lowest property line). .
2. Individual residential, institutional or industrial sites when the nearest connection point to a sewer line is more than 500 feet from a property line, when such developments are to be used for single-family dwellings or other use where the wastewater generation is no more than that of a single-family dwelling (approximately 400 GPD).

Requests for waiver must be accompanied by appropriate documentation as required by local public health officials.

102. PLAN REVIEW PROCESS

102.01 Water System

The following steps apply to the approval for installation of water mains, fire hydrants, valves, and appurtenances by private developers in commercial, industrial, institutional or residential developments:

- 1) The developer must submit an application through the web-based plan review software which can be accessed through the City Website.. These plans must carry the stamp of a registered professional engineer or a registered land surveyor. If the project requires a water line extension of more than 500 feet to reach the project, a registered professional engineer must design and stamp the line extension. The plans submitted must include all land to be developed even if the land is to be developed in several phases or units.
- 2) Flow and pressure tests will be conducted by Marietta Water or a representative of Marietta Water in the area of the proposed development. These tests shall be paid for by the developer prior to the performance of tests at the rate then in effect as established by Marietta Water. (See Sections 201 and 202.)
- 3) If approved as submitted, plans stamped "Approved" will be returned to the developer through the web-based plan review software.
- 4) If revisions are required, they will be indicated on the electronically submitted plans and specific comments will be submitted to the developer through

Marietta's web-based plan review software.

- 5) After the revisions have been made, the developer must resubmit the plans through the web based plan review software. Comments, corrections, or approval will be returned to the developer when all city departments have completed their review.
- 6) If all of the required revisions have been properly made, plans stamped "Approved" will be returned to the developer through Marietta's web-based plan review software.
- 7) Approved plans are only valid for one year from the date of approval.

102.02 Sanitary Sewer System

The following steps apply to the approval for installation of sewer lines, manholes and appurtenances by private developers in commercial, industrial, institutional or residential developments:

- 1) The developer must submit an application through the web based plan review software which can be accessed through the City Website These plans must carry the stamp of a registered professional engineer or a registered land surveyor. If the project requires a sewer line extension of more than 500 feet to reach the project, a registered professional engineer must design and stamp the line extension. The plans submitted must include all land to be developed even if the land is to be developed in several phases or units.
- 2) If approved as submitted, copies of plans stamped "Approved" will be returned to the developer through Marietta's web-based plan review software.
- 3) If revisions are required, they will be indicated on the electronically submitted plans and specific comments will be submitted to the developer through Marietta's web-based plan review software
- 4) After the revisions have been made, the developer must resubmit the plans through the web-based plan review software. Comments, corrections, or approval will be returned to the developer when all city departments have completed their review
- 5) If all revisions have been properly made, copies stamped "Approved" will be returned to the developer through Marietta's web-based plan review software.

- 6) Approved plans are only valid for one year from the date of approval.

102.03 Approval by other Government Agencies

No part of the approval process is intended to relieve the developer of the responsibility to comply with minimum standards of the Georgia Department of Natural Resources, National Resources Conservation Service, United States Corps of Engineers, EPA, EPD, Georgia Department of Transportation, Cobb County, City of Marietta or other appropriate regulatory agency.

- 1) If approval from an external agency is required, that approval will need to be uploaded to Marietta's web-based plan review software
- 2) Final approval will not be granted until requirements from external agencies have been met

102.04 General Utility Locations and Installation Requirements

All utilities within the curbs shall be installed and the ditches backfilled and thoroughly compacted before any pavement or base is installed. All utility manholes and valve boxes shall be brought to finished grade within the roadway section.

103. CONSTRUCTION

103.01 Preconstruction Conference

The developer, design professional, and contractor are required to meet with Marietta Water for the purpose of discussing the construction of the proposed development. The proposed start date and an approximate time for completion will be given to Marietta Water.

The preconstruction conference may be required to be attended before the issuance of the construction permit. No water or sanitary sewer construction shall be allowed until the permit is issued and is displayed at the project site.

103.02 Approved Plans

An approved set of construction plans stamped by Marietta Water must be kept onsite at all times by the Contractor.

103.03 Notification

Marietta Water shall be notified by the developer or his contractor before construction begins, and at the various stages in construction as required by

Marietta Water. Marietta Water shall be given a 48 hour advance notice before an inspection is needed.

103.04 Contractor Qualifications

Contractors performing utility construction must be licensed in accordance with State of Georgia law and local ordinances and approved by Marietta Water. They should be completely familiar with the procedures and contract requirements associated with this type of project. Unsatisfactory work will cause a contractor to not be approved for future work. Any and all subcontractors must be approved by Marietta Water.

103.05 Damage to Water and/or Sewer Facilities

The Developer is responsible for replacing any and all water and/or sewer facilities which are damaged by the Developer and any of his Contractors and any Builder working at the project site. Water and sewer facilities include but are not limited to service lines, meters, meter boxes, valves, valve boxes, valve markers, fire hydrants, and manholes. Damage and/or theft may result in tampering or repair fines and possibly a stop work order for the entire development. Contractors may not operate or tamper with any valve on a water line owned by Marietta Water. Marietta Water shall be notified of any intent to operate a valve; Valves shall be operated only by Marietta Water personnel or in the presence of Marietta Water personnel.

104. INSPECTION

- 104.01 Any water or sanitary sewer utility installed as provided for in these Specifications will be subject to inspection during construction by the Public Works Department and/or Marietta Water.
- 104.02 On any system to be accepted for ownership and operation by Marietta Water, a final inspection will be made to accept or reject the work when completed. Evidence must be submitted to Marietta Water in writing indicating that installation of the water system has been subjected to and has passed hydrostatic and disinfection requirements as set out in these specifications before acceptance. Owner/ Developer must arrange with Marietta Water Inspector a CCTV inspection by Marietta Water personnel. Sanitary sewer installation must pass all testing and inspection requirements as set out in these specifications before acceptance.
- 104.03 Authorized representatives of Marietta Water, City of Marietta Public Works Department, Cobb County, the EPD, or other state or federal agencies shall

have access to the site for inspection at all times.

105. AS-BUILTS

As-built drawings must be submitted to Marietta's web-based plan review software immediately after the completion of construction. These as-built drawings shall include:

- 105.01 The water system as-builts shall show locations of line valves, tees, bends, service locations, water main sizes and types of materials. Fire hydrants shall be shown with model, size, year of manufacture and elevation (See S.201.02.3.)
- 105.02. The sanitary sewer system as-builts shall include both plan and profile and shall show locations of manholes, lines, services, line sizes, types of materials, manhole invert elevations, rim elevations, and line grades. Elevations shall be based on mean sea level. (See S.301.02.3.)
- 105.03 The as-built plans shall be clear and legible. They shall be drawn to a scale which will permit all necessary information to be plainly shown. As-Built Plans shall be submitted as a .pdf file in the Marietta web-based plan review software and shall be submitted concurrently in an "Autocad" drawing electronic format. A sheet index shall be provided, as well as a legend of symbols used. Horizontal locations shall be referenced to Georgia State Plane Coordinates (West Zone feet). Vertical locations shall be shown referenced to Mean Sea Level. Reference all horizontal locations to the NAD83 (latest adjustment) datum and reference all vertical locations to the NAVD88 datum. All orthometric locations shall be referenced to Geoid 99. All points are subject to verification by the Marietta Board of Lights and Water.

Water line locations shall be shown on plans and submitted in ASCII text electronic format for each point. Points on the water main identified shall include all line taps, connections to existing mains, bends, tees, valves, fire hydrants, water meters, and fire line meters, and shall include:

- a. Point ID Number
- b. Northing
- c. Easting
- d. Ground Elevation
- e. Elevation of Valve Operating Nut, Hydrant Nut, or Meter Box
(Note: Elevations of the pipe at tees, bends and connections are not required.)
- f. Point Description (Hydrant, Valve Type and Size, Meter, etc.)

Sewer line locations shall be shown on plans and submitted in ASCII text electronic format for each point. Points along the gravity sanitary sewer line shall include all manholes, and shall include:

- a. Manhole ID Number
- b. Northing
- c. Easting
- d. Center of Manhole (Lid) Elevation
- e. Invert (In and Out) Elevations
- f. Each Manhole point shall include pipe(s) entering and leaving manhole. Pipe(s) size, Pipe Invert, Material, Type (i.e. Sewer line, service line or force main).
- g. Lateral Tap Locations
- h. Service Clean-Out Locations

105.04. A completed line extension and subdivision data sheet (blank copy provided by Marietta Water as shown at the end of Section 100 - Exhibit A) describing the water and sewer improvements shall be given to Marietta Water with the as-built drawings.

105.05 Marietta Water shall have the right to withhold water/sewer tap permits until the as-builts have been submitted as required.

105.06 The conditional approval letter will not be issued until as-builts have been completed and submitted to Marietta Water.

105.07 Hand-marked copies prepared by the Contractor will not be acceptable. The copies must be sharp, clear, clean and

106. ONE-YEAR MAINTENANCE:

106.01. The developer shall maintain the improvements in his development for a period of one year from the date Marietta Water issues written conditional approval of the improvements. Ninety days before the end of the maintenance period, Marietta Water shall perform an inspection of the development. The developer shall be notified of the inspection results in writing including a list of deficiencies for immediate correction.

106.02. If repairs are needed for the development to meet Marietta Water specifications, the developer shall be required to make such repairs within 60 days, after written notification by Marietta Water. Should any developer/contractor fail to comply with the specifications and regulations of

Marietta Water or fail to correct deficiencies identified by Marietta Water, a hold may be placed on any remaining meters or sewer taps or, when appropriate, approval will not be given on any future proposals by the developer/contractor until all previous projects of the developer are in compliance with these regulations. Additional maintenance performed by Marietta Water on non-compliant systems shall be billed to the owner/developer.

- 106.03. If the work is free from defects, or after the required repairs have been completed to the satisfaction of Marietta Water, a letter of final acceptance will be issued to the Developer. The letter will state that the one year maintenance period has expired and that Marietta Water is now the owner of the water and sewer facilities and is responsible for all future maintenance of these facilities.

107. BUILDING PERMITS

Water connection fees, sewer tap fees and system development fees must be paid to Marietta Water prior to the issuance of a building permit. Replacement of water and/or sewer facilities damaged by Builders shall be the responsibility of the Developer.

EXHIBIT "A"
MARIETTA BOARD OF LIGHTS AND WATER
NEW SUBDIVISION AND LINE EXTENSION
DATA SHEET FOR LINE INSTALLATION
WATER SYSTEM FACILITIES

Project Name:

Location:

Developer: Telephone No:

Contractor: Telephone No:

Street Name:

Water Main Size: Length: Material: Cost:

Start Date: Completion Date:

Street Name:

Water Main Size: Length: Material: Cost:

Start Date: Completion Date:

Street Name:

Water Main Size: Length: Material: Cost:

Start Date: Completion Date:

Street Name:

Water Main Size: Length: Material: Cost:

Start Date: Completion Date:

Street Name:

Water Main Size: Length: Material: Cost:

Start Date: Completion Date:

EXHIBIT "A"
MARIETTA BOARD OF LIGHTS AND WATER
NEW SUBDIVISION AND LINE EXTENSION
DATA SHEET FOR LINE INSTALLATION
SANITARY SEWER SYSTEM FACILITIES

Project Name:

Location:

Developer: Telephone No:

Contractor: Telephone No:

Street Name:

Sewer Line Size: Length: Material: No. of Manholes:

Start Date: Completion Date: Cost:

Street Name:

Sewer Line Size: Length: Material: No. of Manholes:

Start Date: Completion Date: Cost:

Street Name:

Sewer Line Size: Length: Material: No. of Manholes:

Start Date: Completion Date: Cost:

Street Name:

Sewer Line Size: Length: Material: No. of Manholes:

Start Date: Completion Date: Cost:

Street Name:

Sewer Line Size: Length: Material: No. of Manholes:

Start Date: Completion Date: Cost: