

Wildwood Lot Owners Association

Holding Tank Management Plan

Pump and Haul Program

Each individual lot owner is responsible for ensuring proper operation of holding tanks. It is a violation of Missouri State Environmental Laws and Regulations to allow untreated wastewater to be discharged. Sanitary Sewer Overflows (SSO) are defined as untreated sewage releases from collection systems. Overflows and/or bypassing of sewage from holding tanks is considered a violation of the wastewater treatment facility operating permit. All occurrences of SSO and bypass must be reported to MDNR as per the operating permit requirements.

Owners are responsible for:

- 1) Ensuring no SSO occurs from any holding tank or service line connecting to the holding tank.
- 2) Notify WWLOA as soon as any SSO is observed.
- 3) Notifying WWLOA when a tank requires pumping.
- 4) Halting the use of water at the property if tank fills to capacity or is found to be in need of repair.
- 5) Ensuring infiltration and inflows into holding tank are eliminated. These include
 - a) Storm water entering tank through tank access, riser or service line.
 - b) Gutters or other storm water collection / diversions connected to tank directly or indirectly.
 - c) Leaky toilet or fixtures.
- 6) Ensuring high water level indicator is in good working condition at all times.
- 7) Eliminate any discharge piping or outlet found on a holding tank.
- 8) Ensure all tanks have adequate access for pumping.
- 9) Ensure all tanks are water tight.
- 10) Have all repair work performed as soon as deficiencies are known.

Wildwood Lot Owners Association (WWLOA) maintains pump and haul equipment for the entire development. Pump and haul services will be administered or overseen by WWLOA as necessary to ensure no SSO occur. Access to all holding tanks must remain readily accessible at all times. No blockage of view, from road to high water level indicators, or access to tank cleanouts is permitted.

WWLOA is responsible for:

1) Pumping and Hauling

Pumping and hauling all waste collected in holding tank to wastewater treatment facility. Waste from holding tanks will be removed within 24 hours of notification by lot owner or observation of high water indicator.

WWLOA will maintain a current list of alternate pump and haul companies to be contacted if staff or contracted personnel cannot meet demand.

2) Inspections will be performed by WWLOA as follows:

Daily: Each day a visual "drive by" inspection will be made to check for high water level indicator actuation at each tank within the park.

Yearly: No less than once each year an inspection of every holding tank and all apparatus will be performed. This includes but is not limited to checking tank, lids, risers and service lines for water tight structural integrity, proper cover, adequate access and high water level indicator for proper operation.

If during any inspection items are found to be in need of repair a notice will be issued to lot owner. A time frame for repairs will be given. WWLOA reserves the right to determine who can perform some or all repairs needed for holding tanks. The notice issued to the lot owner will clearly state if repairs must be performed by persons or companies on a preapproved list of contractors. Depending on the nature of the repair(s) required and the possibility of SSO use and/or occupancy of the lot may be restricted.

3) WWLOA will maintain an up to date list for each type of repair that is restricted to be performed by preapproved contractors.

Minimum Construction and Installation Standards

(1) GENERAL

(A) Materials used to conduct wastewater to holding tank shall be constructed of material meeting the minimum requirements of the American Society for Testing and Materials (ASTM).

(B) Building sewers shall not be less than four inches (4") in diameter;

(C) Slope. Building sewers shall be laid to the following minimum slope: Four inch (4") sewer - twelve inches (12") per one hundred feet (100')

(D) Cleanouts. A cleanout shall be provided for each one hundred feet (100') run and at every change in direction or slope if the change exceeds forty-five (45°). A cleanout shall be provided before tank.

(E) Connection to sewage tank. The pipe going into the sewage tank shall be schedule 40 PVC and shall extend a minimum of two feet (2') beyond the hole of excavation for the sewage tank.

(F) A static water test shall be performed prior to hookup on all tanks to insure water tight requirements are met. The test shall be performed as follows:

1. Fill tanks completely with water. (Filling only to inlet or outlet flow lines will not be sufficient.)
2. Mark initial level of water in tank.
3. Water must stand under atmospheric pressure no less than 24 hours. It may be necessary to temporarily seal any access points in the tank to prevent any water loss or evaporation that may occur.
3. Measure the difference in water level after a 24 hour period has passed.
4. If the tank has lost 3 percent of the tanks total volume the tank must be drained and repaired or replaced.

(2) HOLDING TANKS

(A) General. All liquid waste and wash water with the following exceptions shall discharge into the sewage tank. Roof, garage, footing surface water, drainage, cooling water discharges and hazardous wastes shall be excluded from the sewage tank. Backwash from water softeners and swimming pool filtration systems will be excluded from the sewage tank. All tanks regardless of material or method of construction shall-

1. Be water tight and designed and constructed to withstand all lateral earth pressures under saturated soil conditions with the tank empty;
2. Be designed and constructed to withstand a minimum of two feet (2') of saturated earth cover above the tank top; and
3. Not be subject to excessive corrosion or decay. Metal sewage tanks shall not be used.
4. Holding tank must be installed with anti-floatation as per manufacturer's recommendations that resists 62.4 pounds per cubic foot of the entire tank.
5. Access to the tank shall be provided over inlet and to each tank compartment by means of a removable cover, manhole or observation port. A minimum of one manhole per compartment shall be provided for pump out access. Manhole riser shall be a minimum of 30 inches in diameter with a man way minimum diameter of 24 inches.
6. All holding tanks shall have water level indicator that activates at a level that provides at least one days design flow storage or 25% of tank volume whichever is greater.

(B) Minimum holding tank volume

Permanent Full Time:	maximum occupancy 2,	minimum volume 1,000 gallons
Permanent Part Time:	maximum occupancy 4,	minimum volume 1,000 gallons
Camper:	maximum occupancy 3,	minimum volume 600 gallons

Each lot shall declare occupancy. Each classification of use shall determine minimum tank volume when occupancy is above maximum allowed in minimum tank volume as follows:

Permanent Full Time:	Minimum Volume = Occupancy X 75 X 5.
Permanent Part Time:	Minimum Volume = Occupancy X 50 X 5.
Camper:	Minimum Volume = Occupancy X 75 X 5.

(3) Equipment and Installer requirements

1. All equipment installed must be approved by WWLOA.

A list of approved tank manufactures, models and suppliers will be maintained by WWLOA.

A list of approved water level indicator equipment will be maintained by WWLOA.

2. All contractors who install tanks, equipment and make repairs to holding tanks must be approved by WWLOA.

A list of approved contractors will be maintained by WWLOA.

Approval Process

Any transfer of property will require sanitary sewer application to be presented to WWLOA Board for approval.

Any request to change sanitary service upgrade to a lot(s) will require sanitary sewer application to be presented to WWLOA Board for approval.

Sanitary Sewer Application (SSA) will be provided by WWLOA upon request by existing lot owner. SSA will require the minimum to be provided:

Lot(s)

Owner(s) name

Owner(s) mailing address

Owner(s) phone number

Proposed Occupancy

Proposed sanitary service

Proposed contractor

List of proposed equipment

Site Layout Sketch

Occupancy of lot will not be allowed until all work is complete and final inspection by WWLOA has been made to verify proper installation of new components. WWLOA will perform final inspection and issue occupancy approval within 5 days of notice work is complete.