

AGENDA
CITY OF STEVENSON COUNCIL MEETING
August 24, 2023
6:00 PM, City Hall and Remote

Call-in numbers 253-215-8782, 669-900-6833, 346-248-7799, 312-626-6799, 929-205-6099 or
301-715-8592, Meeting ID 889 7550 7011, Zoom link
<https://us02web.zoom.us/j/88975507011> or via YouTube at
<https://www.youtube.com/channel/UC4k9bA0IEEvsF6PSoDwjJvA/>

1. CALL TO ORDER: Mayor to call the meeting to order.

2. PUBLIC COMMENTS: *[This is an opportunity for members of the audience to address the Council. If you wish to address the Council, please sign in to be recognized by the Mayor. Comments are limited to three minutes per speaker. The Mayor may extend or further limit these time periods at his discretion. The Mayor may allow citizens to comment on individual agenda items outside of the public comment period at his discretion. Please submit written comments to City Hall in person at 7121 E. Loop Rd, via mail to PO Box 371, Stevenson, WA 98648 or via email to leana@ci.stevenson.wa.us by noon the day of the meeting for inclusion in the council packet.]*

3. COUNCIL BUSINESS:

a) Accept 2021 Collection System Improvements Phase I Project - City Administrator Kinley requests council accept the completion of the 2021 Collection System Improvements Phase I Project and release the retainage for Crestline Construction Company, LLC. The delay between substantial completion and final acceptance was in part due to needing a final walk-through with USDA after everything was completed for their acceptance. That walkthrough took place on August 17th.

MOTION: To accept the completion of the 2021 Collection System Improvements Phase I Project and release the retainage for Crestline Construction Company, LLC.

b) Approve Contract with Understory Landscape Architecture, LLC for Park Plaza Design Services - City Administrator Leana Kinley presents the staff report and contract with Understory Landscape Architecture, LLC for Phase I design services of the Skamania Courthouse Plaza and Upper Russell Street in the amount of \$215,752.

MOTION: To approve the contract with Understory Landscape Architecture, LLC for Phase I design services of the Skamania Courthouse Plaza and Upper Russell Street in the amount of \$215,752.

c) Discuss Sewer Connection Requirements - Public Works Director Carolyn Sourek will present information regarding changing the sewer connection requirement under SMC

13.08.070 and 13.08.120 to increase sewer connections to the public system for council discussion.

- d) Approve Private Sewer System (Septic) Moratorium Ordinance** - City Administrator Leana Kinley presents an ordinance related to new construction, expansion, or replacement of private sewage disposals systems in the urban reserve on the City of Stevenson comprehensive plan future land use map and on property lines within 300 feet of public sewer and pursuant to RCW 35A.63.220 and other appropriate authority authorizing a moratorium on further new construction, expansion, or replacement of private sewage disposals systems in the urban reserve on the City of Stevenson comprehensive plan future land use map and on property lines within 300 feet of public sewer for council consideration.

MOTION: To approve ordinance 2023-1198 related to new construction, expansion, or replacement of private sewage disposals systems in the urban reserve on the City of Stevenson comprehensive plan future land use map and on property lines within 300 feet of public sewer and pursuant to RCW 35A.63.220 and other appropriate authority authorizing a moratorium on further new construction, expansion, or replacement of private sewage disposals systems in the urban reserve on the City of Stevenson comprehensive plan future land use map and on property lines within 300 feet of public sewer as presented.

4. ADJOURNMENT - Mayor will adjourn the meeting.

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UPCOMING MEETINGS AND EVENTS:

- Monday, September 4th, Labor Day, City Offices Closed
- Monday, September 11th, 6pm, Planning Commission Meeting
- Thursday, September 21st, 6pm, City Council Meeting

CERTIFICATE OF SUBSTANTIAL COMPLETION

Owner: City of Stevenson Owner's Project No.:
Engineer: Wallis Engineering, PLLC Engineer's Project No.: 1477A
Contractor: Crestline Construction Contractor's Project No.:
Project: 2021 Collection System Improvements
Contract Name:

This Preliminary Final Certificate of Substantial Completion applies to:

All Work The following specified portions of the Work:

Date of Substantial Completion: **November 28, 2022**

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Work or portion thereof designated above is hereby established, subject to the provisions of the Contract pertaining to Substantial Completion. The date of Substantial Completion in the final Certificate of Substantial Completion marks the commencement of the contractual correction period and applicable warranties required by the Contract.

A punch list of items to be completed or corrected is attached to this Certificate. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

Amendments of contractual responsibilities recorded in this Certificate should be the product of mutual agreement of Owner and Contractor; see Paragraph 15.03.D of the General Conditions.

The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance, and warranties upon Owner's use or occupancy of the Work must be as provided in the Contract, except as amended as follows:

Amendments to Owner's Responsibilities: None As follows:


Amendments to Contractor's Responsibilities: None As follows:

The following documents are attached to and made a part of this Certificate:

- **Punch List**

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents, nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

Engineer

By *(signature)*:  Digitally signed by Jacob Korsness
DN: C=US, E=jacob.korsness@walliseng.net,
O=Wallis Engineering, CN=Jacob Korsness
Date: 2022.11.28 08:09:37-08'00'
Name *(printed)*: Jacob Korsness
Title: Engineer

2021 Collection System Improvements Project

Initial Punch List for Final Completion

11/23/22

- PLC does not provide notifications or calls to City Staff when RCPS alarm(s) trip, please resolve.
- Pumps do not operate in "Hand" mode, please resolve.
- UPS bypass switch needs labeling.
- Pumps do not operate as required under multitrode control and will result in excess starts per hour. Replace timing relays per electrical engineer recommendations below:
 - o "One straightforward solution is to replace the timing relays with different versions. The wiring would be the same, just different timing delays on the relays. P1 relay could start on high level signal, and then stop after an adjustable run time (say 10 seconds). P2 relay would be a delayed start (say 5 seconds), and then immediately turn off when the high level signal is inactive."
- Additional training still required from Taurus/Hollstrom to prepare City staff for power outage scenarios like the one that occurred on 11/4/22.
- Patch chipped existing sidewalk adjacent to new sidewalk panel at the RV dump station.



- Sewer cleanout lids outside paved areas require a concrete collar per the plans. 24" w x 24" l x 6" d slab centered on each cleanout lid will be acceptable.



- Mid-block sidewalk ramp on the south side of Rock Creek Dr has about 1/2"-3/4" deep ponding on the east side of the ramp that poses a hazard to pedestrians. Original survey and design grades show positive drainage from west to east which suggests that this depression is new. Please remove and replace the ramp panel and curb, and adjacent pavement if necessary, with grading that promotes drainage and does not allow for ponding.



- Crestline to follow up with Skamania County to ensure that staging area cleanup meets the County's expectations.
- Install duckbill check valve for valve vault drain pipe.
- Install winch mounting bracket on personnel hoist.
- Install pump disconnect panel cage base per plans.
- Install pump station site lighting pole.
- Provide fiber termination report.

- Sweep up debris in roadway on the west side of the bridge, near the WWTP driveways.
- Crack sealing for sawcuts on the west side of the bridge.
- Valve can in WWTP driveway that is furthest to the east is not level and is set below the pavement surface as much as 3/4"-1". Reset valve can such that it is flush with the pavement surface.





City of Stevenson

Leana Kinley, City Administrator

Phone (509)427-5970
FAX (509) 427-8202

7121 E Loop Road, PO Box 371
Stevenson, Washington 98648

To: City Council
From: Leana Kinley, City Administrator
RE: Park Plaza Design Services Contract
Meeting Date: August 24, 2023

Executive Summary:

The City of Stevenson approved taking over management of the Skamania Courthouse Park Plaza project in December of 2022. The state funding received by the Stevenson Downtown Association in the 2019 legislative session for the project was transferred to the City in March of 2023. The city went through a selection process for a consultant to design an engineered, shovel-ready Skamania Courthouse Plaza for construction once funding is secured. Understory Landscape Architecture, LLC was the selected consultant and the negotiated scope of work for the initial phase of design is presented to council in the amount of \$215,752.

Overview of Items:

The current design of the Skamania Courthouse Park Plaza contains many amenities which are costly to design and engineer (current conceptual design attached). During the consultant selection process, one of the main questions was if there were more funds to put towards the design of the project outside of the \$150,000 grant from the state. There are \$200,000 in Tourism Funds currently allocated to the design phase of the project, and more may be available if the committee approves.

Initial discussions with Understory were design and engineering costs for a shovel-ready project of \$800,000. This would equate to construction costs of over \$5.3M, which seems in line with the project as initially designed. To bring the design phase cost down, it was decided to move forward in two phases. The initial phase will be to engage the public and develop a schematic design for the plaza and a concept design for upper Russell Street. After the design is confirmed, we will move forward with the second phase consisting of further design development, construction documentation, and land use permitting for the plaza.

Future decisions that will need to be made include determining the overall budget for the project and whether the project is completed in phases as these will drive design decisions.

Action Needed:

Approve the contract with Understory Landscape Architecture, LLC for Phase I design services of the Skamania Courthouse Plaza and Upper Russell Street in the amount of \$215,752.



LOOKING TO THE FUTURE 1
 SCALE: 1" = 20' - 0"

STEVENSON BUSINESS ASSOCIATION
 CITY OF STEVENSON, WA





LOOKING TO THE FUTURE
PERSPECTIVE 1

2015 ROCK COVE DESIGN

PROFESSIONAL SERVICES CONTRACT

THIS CONTRACT is made and entered into this ____ day of _____, 2023, by and between CITY OF STEVENSON, a municipal corporation of the State of Washington, and hereinafter referred to as "CITY," and Understory Landscape Architecture, LLC, hereinafter referred to as the "Contractor."

IN CONSIDERATION of the mutual promises, agreements, and covenants contained herein, it is hereby agreed, by and between the parties, as follows:

SECTION I Nature and Scope of Work

Contractor will perform services as set forth in the attached Exhibit "A." Contractor shall make oral reports, and prepare and submit written reports, in such form and frequency as required by CITY.

SECTION II Payment for Services & Expense Reimbursement

A. PAYMENT

Contractor shall be paid by CITY, for the work to be performed hereunder, as set forth in the attached Exhibit "A." Any payment made to Contractor, however, shall not constitute acceptance of the work, or any portion thereof, which is not in accordance with this contract.

B. TRAVEL

Contractor shall be reimbursed for actual transportation costs that are necessary for the performance of this contract, and which are pre-approved by the City Administrator. Any approved air travel by Contractor shall be limited to coach class (restricted fare). Travel by private auto shall be reimbursable at a rate not to exceed the Internal Revenue Service's current mileage reimbursement rate for business related travel. **If the Contractor is based outside Skamania County, any travel to and from the area shall require the prior approval of CITY's Clerk/Treasurer.**

C. TRAVEL EXPENSES

Contractor shall be reimbursed for the actual reasonable subsistence costs incurred, by Contractor, while traveling in performance of the services hereunder, not to exceed State per diem rates.

SECTION III
General Terms & Conditions

A. DURATION

This contract shall commence as of the date indicated below, and shall continue **until December 31, 2024** or until terminated by either party giving the other party thirty (30) days written notice of such termination. Notice shall be deemed to have been given at the end of three (3) working days, after the deposit of the same in the United States mail, addressed to the other party, postage prepaid, at the address of the parties as hereinafter stated. In the event of cancellation by either party, the notice may specify the services that are to be performed after receipt of the notice until the date of termination. Unless stated otherwise, Contractor shall perform no further services upon receipt of notice of the termination. On or before termination or expiration of the thirty (30) day period, Contractor agrees to deliver to CITY all records, notebooks, files, materials, reports, data, and other information pertaining to the services performed for CITY. In the event of termination, CITY shall pay Contractor for all contract costs incurred prior to termination. Contractor shall not be entitled to compensation for lost profits or expectations of profit due to CITY's early termination of this contract.

B. RELATIONSHIP OF THE PARTIES

Contractor is an independent contractor of CITY. Nothing contained herein shall be deemed to create a relationship of employer and employee or of principal and agent. Unless specifically restricted by this agreement, Contractor may hold itself out to the general public for the provision of similar services. Upon CITY's request, Contractor shall advise CITY of the approximate workload of its existing and new clients and the possibility of any conflicts of interest that may arise.

C. ASSIGNMENT

Contractor shall not assign any interest in this contract, and shall not transfer any such interest to any third party, without CITY's prior written consent. Any subcontract entered into by Contractor, for work covered by this agreement, shall require prior approval by CITY.

D. DISCLOSURE

Contractor agrees to keep confidential any information obtained by Contractor, or its employees, or any person under its control in the course of the services performed under this contract, and to refrain from publishing or revealing any information acquired by Contractor in the course of these services, without the written consent of CITY.

Any knowledge or information acquired or provided by the Contractor to CITY related to services performed under this contract shall not be considered confidential or

proprietary unless such designation is approved, in writing, by CITY's City Administrator. However, regardless of the designation of information provided by the Contractor, CITY does not waive attorney-client privilege or similar protections afforded by law.

E. DISPUTES

Except as otherwise provided or agreed, any dispute relating to this contract which is not disposed of by agreement shall be decided by litigation in a court of competent jurisdiction upon the filing of a legal action by the aggrieved party. During the pendency of any dispute, Contractor shall proceed diligently with the performance of this contract. It is further agreed by Contractor that litigation shall be limited and confined exclusively to the appropriate state court located within the State of Washington. **Venue shall be in Skamania County unless otherwise agreed to by CITY.** This contract shall be governed in accordance with the laws of the State of Washington.

F. NONWAIVER

The failure of CITY to insist upon or enforce strict performance of any provision of this contract shall not be construed as a waiver or relinquishment to any future enforcement of such contractual term.

G. AUDIT RIGHTS/PUBLIC RECORD RETENTION

During this contract, and for six (6) years thereafter, CITY shall have the right to inspect Contractor's records pertaining to this contract and to perform an audit in accordance with generally accepted audit standards. The Contractor shall make these records available without charge to CITY. Contractor agrees to either provide CITY with a copy of all records relating to the contract, or to retain such records for the applicable public records retention period and promptly provide them to CITY in order to fulfill any public records requests submitted during the retention period. Failure to promptly provide said records shall constitute a default of this agreement and entitle CITY to attorney fees and costs to recover the records, plus require Contractor to indemnify CITY against any statutory penalties for failure to promptly comply with a lawful public records request.

H. WORK PRODUCT

All "Work Product," which shall contain, without limitation, all documentation, data, studies, surveys, drawings, maps, photographs, and any object or source code for any software developed pursuant to or in connection with this contract, as well as any copyrights, patents, trade secrets, trademarks, or other intellectual property developed for or in connection with this contract, shall be work for hire and shall be the property of CITY. Contractor does hereby transfer and assign any rights that it has in the Work Product, or that may arise out of or in connection with this contract, to CITY. CITY's rights to the Work Product shall survive termination of this contract. In the event the CITY uses the "Work Product" in the future without Contractor's involvement, CITY agrees to hold harmless, defend, and indemnify Contractor for any claims or liabilities resulting from such use.

I. INSURANCE - HOLD HARMLESS

Contractor shall procure and maintain, during the life of this contract, the insurance policies and associated limits listed below to protect it, and any subcontractor performing work under this contract, from claims for damages from personal injury, including death resulting therefrom, as well as from claims for property damage which may arise under this contract, whether such work is performed by Contractor or by any subcontractor, or by anyone directly or indirectly employed by either of them. Upon demand, Contractor shall provide CITY with copies of all applicable insurance policies.

General Liability	\$1,000,000 per claim/\$2,000,000 aggregate
Automobile Liability	\$1,000,000
Worker's Compensation	\$1,000,000
Professional Liability	\$1,000,000 per claim/\$2,000,000 aggregate

CITY and Contractor ("Party" or "Parties") hereby agree to indemnify and hold harmless the other Party, its appointed and elective officers, and its employees, from and against any and all suits, claims, actions, losses, costs, penalties, fines, and damages of whatever kind and nature, including attorney fees and costs, by reason of any and all claims and demands on it, its officers and employees, as may be caused by the negligence or willful misconduct of the indemnitee, its agents or employees, (or anyone directly or indirectly employed or engaged by the indemnitee, including subcontractors) to perform or observe any term or condition of this contract, or for any act or inaction of the indemnitee in connection with or incident to the work covered by this contract. It is the intent of the Parties hereto that, where negligence is determined to have been contributory, principles of comparative negligence will be followed and each Party shall bear the proportionate costs of any loss, damage, expense and liability attributable to that Party's negligence.

In any and all claims against CITY by any employee of Contractor, the indemnification and hold-harmless obligation herein shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor under workers' compensation acts, disability acts, or other employee benefits acts, AND THE CONTRACTOR SPECIFICALLY AND EXPRESSLY WAIVES ANY IMMUNITY UNDER SUCH ACTS.

J. WARRANTY

Contractor agrees that services performed as specified in Exhibit "A" shall be performed in a manner consistent with the professional standards and industry practices acceptable in the trade.

K. SEVERABILITY

The invalidity or unenforceability of any provision of this contract shall not affect the other provisions hereof, and this contract shall be construed, in all respects, as if such invalid or

unenforceable provisions were omitted.

L. HEADINGS

The headings used in sections of this contract are for convenience of reference only and are not intended to restrict, affect, or be of any weight in the interpretation or construction of the provisions of such sections of this contract.

M. CONSEQUENTIAL DAMAGES

Notwithstanding any other provision of this contract, and to the fullest extent permitted by law, neither CITY nor Contractor, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the project or to this contract in excess of insurance limits required hereunder.

N. ENTIRE AGREEMENT

Contractor and CITY understand and agree that this document constitutes the entire understanding between the parties regarding the work or services described herein, and that this contract supersedes all other prior agreements and understandings, whether oral or written. This contract shall not be modified or amended, except in writing, signed by both parties.

[Signatures appear on next page]

IN WITNESS WHEREOF, the parties have executed this contract at Stevenson, Washington, this _____ day of _____, 20_____.

CITY OF STEVENSON

CONTRACTOR

By: _____
_____, its Mayor

By: _____

Name & Title

Mailing Address

Approved as to form

Telephone Number

Robert C. Muth,
City Attorney

Federal Tax ID Number

UBI#

understory

August 22, 2023

Leana Kinley
City of Stevenson
7121 E. Loop Rd/PO Box 371
Stevenson, WA 98648-0371

Skamania Courthouse Plaza and Upper Russell Street | Phase 1 Design Services

Understory is pleased to submit the following proposal for Design and Engineering Services to the City of Stevenson (Client) for the Skamania Courthouse Plaza and Upper Russell Street design. The following Proposal is for Phase 1 design services which includes project management, public engagement, schematic design for the plaza, and concept design for upper Russell Street. We will submit our proposal for Phase 2 design services after completion of the schematic design phase. Phase 2 design services are anticipated to include design development, construction documentation, and land use permitting for the plaza. The Phase 1 Design Services scope of work is based on our current understanding of the project as established by the Request for Qualifications and phone conversations with the Client. The schedule for both the Phase 1 Design Services and Russell Street Concept Design will be 6 months.

Project Understanding and Team Roles:

1. The project includes the design services for a new public plaza located at the corner of Russell Street and Second Street and conceptual streetscape design for Upper Russell Street as shown in Exhibit A. Potential amenities for the plaza include an amphitheater, water feature, splash pad, covered and uncovered picnic areas, gas firepit, restrooms, planting, signage, and accessible circulation through the site. Plaza amenities that meet the target construction budget will be confirmed through the public engagement process.
2. Understory will provide landscape architectural design services and proposes the following sub-consultants for the Phase 1 Design Services:
 - Civil Engineering - Akana
 - Structural Engineering - Akana
 - Arborist - Akana
 - Water Feature Design - STO
 - Cost Estimating - DCW
 - Electrical Engineering - PAE
 - Surveying - Emerio

3. The following sub-consultants do not have scope of work in the Phase 1 Design Services proposal, but will be proposed for the Phase 2 proposal as required based on the Schematic Design for the plaza.
 - Architecture - Akana
 - Land Use Permitting - Akana
 - Lighting Design - Fieldwork Lighting Studio
 - Mechanical, Electrical, & Plumbing Design - PAE
4. Understory's role will be to provide the following:
 - Lead the overall site design for the Courthouse Plaza and conceptual design for Upper Russell Street
 - Facilitate the public engagement process
 - Work directly with the City of Stevenson and the design team during the effort to ensure a comprehensive approach to the work
 - Document proposed surface improvements including site paving, walls less than 4' high, site grading, planting, site furnishings, and tree protection
5. Akana civil engineers will document all subsurface utilities, any work within the public right-of-way, erosion and sedimentation control, and stormwater facilities.
6. Akana arborists will prepare a draft and final arborist report identifying the species and health of all existing trees and provide tree protection recommendations.
7. DCW will prepare opinions of probable cost at milestones outlined in the scope of work. Estimates will be prepared in Uniformat II format and a single revision is included for each estimate.
8. GRI will conduct geotechnical investigations and prepare a detailed report summarizing the findings. Two (2) borings drilled to depths ranging from 15 to 30' are included in the proposal. Additional borings may be required during the design development phase based on the approved schematic design of the plaza and findings of the geotechnical investigations.
9. PAE will review design standards and Client project requirements for the electrical service for the plaza, attend (1) in person site walk to review existing conditions, coordinate with Skamania PUD, and provide a basis of design narrative outlining existing electrical services and anticipated service and distribution requirements.
10. STO will collaborate with the Client and design team to establish design criteria and prepare preliminary schematic drawings and design narrative for the water feature and splash pad.
11. Akana Structural engineers will review the findings from the geotechnical investigations and prepare a basis of design narrative for site retaining walls greater than 4' in height.
12. Emerio will provide topographic and boundary surveying.

Scope of Work:

Based on our understanding of the project, and the information provided, we propose the following scope of work:

1. Project Management

1.1 Bi-Weekly Meetings - Understory will lead bi-weekly project management coordination calls throughout the project with City staff to review project progress and coordinate our work. The bi-weekly meetings are in addition to client / design team meetings outlined in the scope of work.

1.2 Project Management- Understory will provide overall project management for the design team. Understory will manage the overall project schedule, coordinate and manage sub-consultant tasks, provide meeting minutes for meetings listed below, and submit monthly invoices to the City.

Task 1 Deliverables:

- Project schedule identifying critical path items, key project submittals and milestones
- Meeting minutes from bi-weekly meetings

Task 1 Meetings:

- Bi-weekly meetings, held virtually

2. Public Engagement

Understory will facilitate a public process to re-engage with the Stevenson Community to verify the desired amenities and inspiration for the plaza design. Public engagement will include in-person community workshops, focused stakeholder group meetings, and online outreach.

2.1 Community Workshop #1 - Understory will present findings from our site analysis, confirm the desired amenities and inspiration for the plaza design, and provide up to three design refinement options for the plaza based on the findings from our technical investigations. Following the Workshop, presentation graphics will be posted to the City hosted project website with an online survey to gather additional feedback from people unable to attend in-person events.

2.2 Community Workshop #2 - Understory will share a summary of the feedback received at Workshop #1, present the final schematic design for the plaza, and provide up to two concepts for the streetscape design. Following the Workshop, presentation graphics will be posted to the City hosted project website with an online survey to gather additional feedback from people unable to attend in-person events.

2.3 Stakeholder Engagement Meetings - Understory will coordinate with City staff to identify key stakeholder groups and lead up to Four (4) stakeholder meetings for focused discussions. Stakeholder meetings to be held in Stevenson, Washington and scheduled in coordination with the Community Workshops.

Task 2 Deliverables:

- Presentation graphics for Community Workshops and Stakeholder Meetings. Graphics to include diagrams, rendered plans, and 3D perspectives
- Two (2) Community outreach surveys
- Summary of Community feedback following each Community Workshop

Task 2 Meetings:

- Two (2) Community Workshops, held in Stevenson Washington
- Four (4) Stakeholder Engagement Meetings, scheduled in coordination with Community Workshops and held in Stevenson, Washington.

3. Plaza Schematic Design (6 Months)

3.1 Project Kick-Off Meeting– Understory will lead a project kick-off meeting with City staff and our design team to review the project schedule, discuss goals and vision for the project, and finalize the public engagement strategy. Following the kick-off meeting, we will refine the project schedule and identify critical path items, key project submittals, and milestones.

3.2 Technical Investigations and Site Analysis – At the beginning of the Schematic Design phase our team will review all available background information and prior studies, conduct research and technical investigations to gain a thorough understanding of existing conditions, technical challenges/constraints, regional history and ecology, and site connectivity which will inform design refinement of the plaza.

- **Review Background Information** - Our team will review all available background information and prior work completed relative to their discipline.
- **Site Visit** - Key personnel will conduct a site visit with City staff to photograph the site and review and document existing conditions.
- **Site Survey** - Emerio will provide topographic and boundary survey in AutoCAD format for the full Russell Street right of way between NW Vancouver Ave and SR 14 and topographic surveying for the plaza.
- **Geotechnical Analysis** - GRI will conduct a geotechnical investigation consisting of sub-surface explorations, laboratory testing, engineering analysis and preparation of a geotechnical report. Two (2) borings are included in this phase of work.
- **Arborist Report** - Akana will prepare an arborist report identifying the species and health of all existing trees and provide tree protection recommendations.

- **Site Analysis** - Based on our review of background documents, completion of technical investigation, and site visit, Understory will prepare site analysis diagrams illustrating any technical constraints identified, site context and connectivity, slopes, regional history and ecology, and significant trees and vegetation.
- 3.3 Budget Verification** - Prior to developing the design refinement options for Community Workshop #1, DCW will prepare an order of magnitude cost estimate of the prior concept plan to identify and address any budget challenges early in the project. This will be used to develop a target construction budget for the design refinement options that will be presented to the public.
- 3.4 Plaza Design Studies** - Understory will prepare up to three design options for the plaza to refine the concept design. Design options will be based on findings from technical investigations, budget verification in task 3.3, and review of the prior concept plan with City staff.
- 3.5 Client / Design Team Meeting** - Understory and Akana Civil will meet with City staff to discuss findings from task 3.2 and 3.3 and present a draft of the presentation materials to be shown at Community Workshop #1.
- 3.6 Plaza Design Refinement** - Based on feedback from Community Workshop #1 and direction from City staff Understory will refine the plaza concept into a preferred schematic design plan.
- 3.7 Client / Design Team Meeting** - Understory and Akana Civil will present the preferred schematic design plan, concept design options for Upper Russell Street, and a draft of the presentation materials for Community Workshop #2 for review and comment prior to sharing with the public.
- 3.8 Plaza 100% Schematic Design Package** – Produce and submit the Schematic Design Package for the plaza.
- 3.9 Cost Estimate** - Prepare opinion of probable construction cost estimates for the Plaza SD package and upper Russell Street Concept Package. Cost estimates will include all elements as necessary for a complete estimate and be prepared in Unifomat II.
- 3.10 Review and Respond to City Comments** - City staff will review and provide written consolidated comments for the Plaza 100% Schematic Design Package and Upper Russell Street Concept Package. Our team will review and provide written responses to all comments.
- 3.11 Client / Design Team Meeting** - Review and discussion of Cost Estimates, Client comments on the plaza Schematic Design package and Upper Russell Street Concept Design Package, and value engineering if required to align the project with the budget.

Task 3 Deliverables:

- Topographic and Boundary Survey in AutoCAD format
- Geotechnical Report
- Draft and Final Arborist Report
- Site Analysis Diagrams
- Presentation Materials for Client / Design Team Meetings as outlined in the above scope of work
- Cost Estimates:
 - Order of Magnitude Cost Estimate of prior concept plan
 - 100% Schematic Design Cost Estimate
- 100% Schematic Design Package:
 - Illustrative overall site plan
 - Preliminary Site Utility Plan
 - Preliminary Stormwater Plan
 - Site Materials Plan
 - Conceptual Grading Plan
 - Key Site Sections to convey the schematic layout, general site materials, and design intent for the plaza
 - Site Electrical Basis of Design Narrative
 - Water Feature Basis of Design Narrative and preliminary schematic drawings
 - Structural Engineering Basis of Design Narrative for Site Retaining Walls
- Written responses to Client comments
- Meeting minutes

Summary List of Task 3 Meetings:

- One (1) Project kick-off meeting with Client and Consultant team, held in Stevenson
- One (1) Site Visit to review existing conditions
- Three (3) Client / Design Team Meetings, held virtually.
- Consultant Coordination Meetings, held virtually.

4. Russell Street Conceptual Design

Client Meetings and Review of Design concepts for upper Russell Street will occur at the meetings identified in task three of the scope of work.

4.1 Upper Russell Street Concept Design - Prepare up to three conceptual options for the streetscape design of Upper Russell Street.

4.2 Upper Russell Street Concept Design Package – Produce and submit a concept design package for the preferred streetscape design for Upper Russell Street.

Task 4 Deliverables:

- Graphic representation of up to three concepts for the Upper Russell Street design
- Upper Russell Street Concept Design Package
 - Overall Illustrative Streetscape Plan
 - Plan Enlargements at three locations
 - Street Cross Sections
 - Design Narrative describing design intent for materials, furnishings, and planting

Fees

We propose the following fees:

- | | |
|---|--------------------|
| 1. Project Management | \$18,261.00 |
| 2. Public Engagement | \$28,320.00 |
| 3. Plaza Schematic Design | \$147,451.00 |
| 4. <u>Russell St. Conceptual Design</u> | <u>\$21,720.00</u> |

Total: \$215,752.00 *plus expenses*

We propose to bill monthly on a percentage of completion per phase. Expenses are additional and will be billed at 1.1 times our cost. Anticipated expenses include printing and travel reimbursement.

Exclusions to Scope of Services

1. Fees associated with permitting.
2. Design Development, Construction Documentation, and Land Use Permitting are not included in the Phase 1 Scope of work.
3. Architectural Design, Lighting Design, Mechanical, and Plumbing engineering are not included in Phase 1 scope of work.
4. Services during construction are not included.
5. Any work that extends beyond the Project Boundary as shown in Exhibit A.
6. Work over Structure.
7. Site signage, interpretive signage, or way-finding except as otherwise indicated herein.
8. Security system design and specification of security equipment.
9. Work involving hazardous soils or soil remediation methods.
10. Preparation of multiple documents for phased permitting or bid packages.

August 22, 2023

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11. Production of professional renderings or models for marketing or other purposes beyond those outlined in the scope and required for the design process.
12. Production of a 3D model for design or construction, including Revit or similar.
13. Physical models and design mockups.
14. Production of maintenance manuals.
15. Preparation of change orders that are to remedy contractor error, regulatory changes, and/or changes in scope as directed by the owner or owner's representative.
16. Production of "as-built" or record drawings
17. Additional meetings, presentation, or public review processes, in excess of anticipated meetings (per phase) as listed above in the scope of work. Preparation and attendance for additional meetings/presentations/public review will be performed at the request of the Client, and billed as time and materials based on Understory's hourly rates.
18. LEED, or similar certification services, including eco-charrettes, criteria assessment, site calculations, and documentation except as otherwise indicated herein.

Assumptions

1. Our proposal is based on the above scope of work and attached Exhibit A.
2. We will identify potential locations for the restroom, water feature, and splash pad in the schematic design package. Detailed design and engineering of these elements will be included in the Phase 2 Scope of Work.
3. Understory will establish a lighting strategy for the plaza and streetscape. Detailed lighting design and fixture selection will be included in the Phase 2 Scope of Work.
4. We will submit a proposal for phase 2 design services based on the approved schematic design for the plaza
5. Phase 1 and 2 Design Services for the project are scheduled to be completed by December 2024.

Please contact me or Amy Cragg if you have any questions, require clarification, or if we can be of further assistance. We look forward to working with you on the design of the Skamania Courthouse Plaza and Upper Russell Street.

Sincerely,

Understory Landscape Architecture LLC



Andrea Kuns

Principal, Landscape Architect

andrea@understory.design

541-241-2130

Skamania Courthouse Plaza and Upper Russell Street Fee Summary	Understory Landscape Architectur	Akana Civil	Akana Structural	Akana Arborist	DCW Cost Estimating	STO Design	PAE	Emerio Survey	GRI
Task 1: Project Management	\$18,261	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Task 2: Public Engagement	\$28,320	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Task 3: Plaza Schematic Design	\$40,800	\$27,475	\$5,105	\$6,970	\$7,820	\$12,000	\$8,950	\$7,900	\$30,431
Task 4: Russell Street Conceptual Design	\$12,960	\$8,760	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Consultant Total	\$100,341	\$36,235	\$5,105	\$6,970	\$7,820	\$12,000	\$8,950	\$7,900	\$30,431
Total Team Fee	\$215,752								

Exhibit A
Skamania Courthouse Plaza and Upper Russell Street
Design Services
August 22, 2023



Scope Boundary- Upper
Russell Street Concept Plan

Scope Boundary- Courthouse
Plaza Design

54,453 sf

Russell Street

Highway 14



City of Stevenson

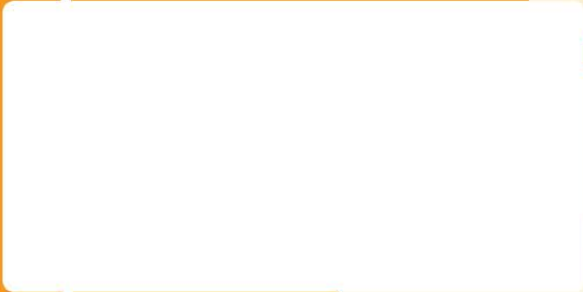
SEWER ORDINANCE



PO Box 371
Stevenson WA
98648

EMBRACING OUR DUTY

PRESORTED
FIRST CLASS MAIL
U.S. POSTAGE PAID
STEVENSON, WA 98648
PERMIT NO. 20



We have a duty to provide a minimum level of service for Stevenson residents as cost effectively as possible. We recognize we are failing at this and the 1972 Sewer Ordinance is why. This is our opportunity to fix it.

QUESTIONS YOU MAY ASK YOURSELF:

- What's in place now?
- What is being proposed?
- How will this affect me?



Stevenson Wastewater Treatment Plant

For more information head to:

www.ci.stevenson.wa.us

Or stop by City Hall

Or email
tiffany@ci.stevenson.wa.us

Or call
509-427-5970

The City Council will discuss August 24th at their Work Shop and on September 21st, at the Regular Council Meeting

What's in Place?

The 1972 Sewer Ordinance. The City code requires connection to public sewer when a proposed building is within 300 ft of public sewer.

What's Proposed?

City code would require connection to public sewer when the property line of a proposed building is within 300 ft of public sewer OR if the property is located within the Urban Reserve (UR), as designated on the City of Stevenson Comprehensive Plan Future Land Use Map. (see map to the right) This code would also be applied when an existing septic system requires replacement or expansion.

How does my property fit into this map?

The 2013 Stevenson Comprehensive Plan outlines where the community anticipates growth:

In the red or purple areas? Expect commercial and industrial activity.

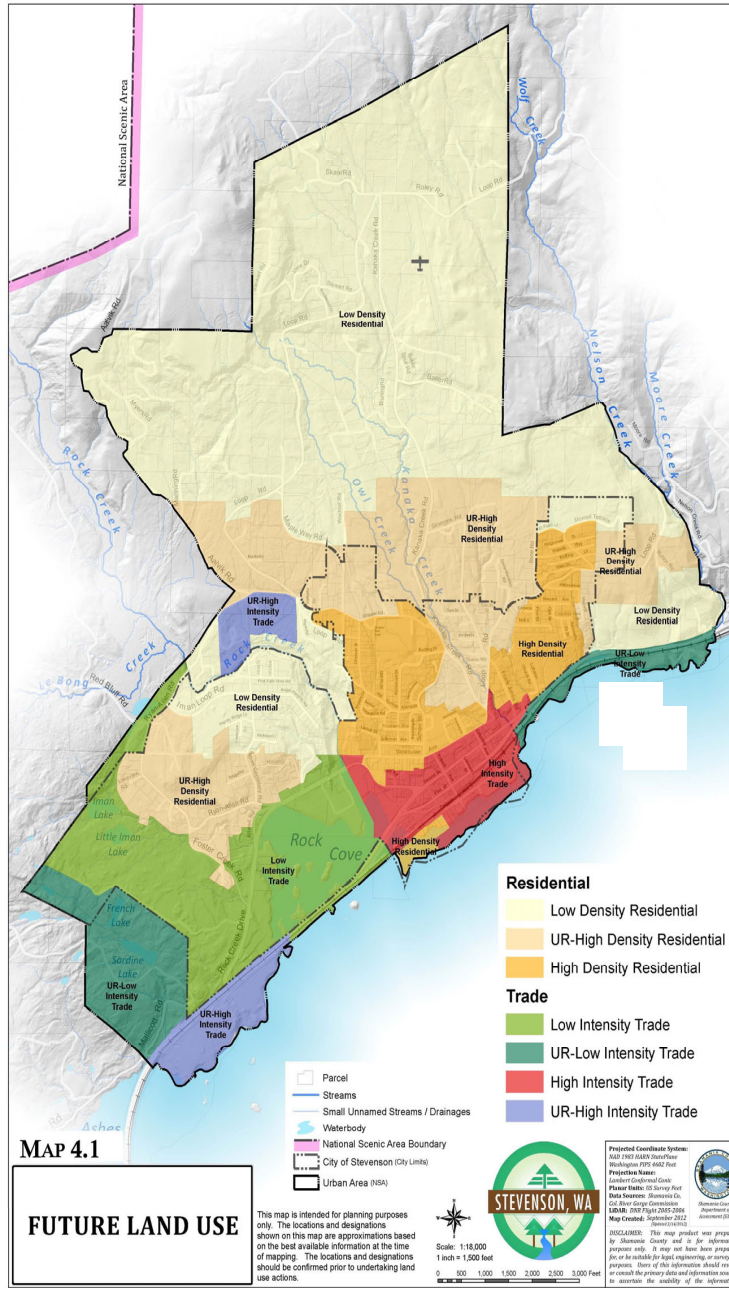
In green areas? Expect recreation and resorts.

In light yellow areas? Expect large lots and rural activities.

In the orange or tan areas close to downtown and SR14? Expect residential neighborhoods.

*The 2017 General Sewer Plan aligns sewer extensions with the Comprehensive Plan.

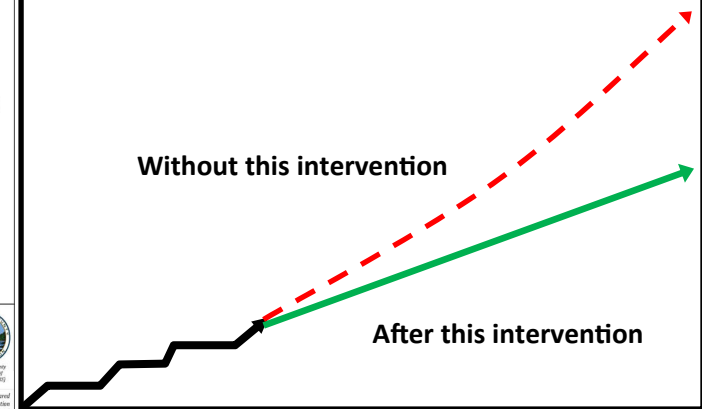
*The 1972 Sewer Ordinance doesn't align and undermines both of these plans.



How does this affect me?

- If you are a **current sewer user**, this code update will positively impact your monthly sewer bills. (We can't promise they will go down, but we can promise they will go up faster if this doesn't happen.)
- If you are **currently on septic**, this code update won't affect you until your system needs to be replaced or expanded.
- If you **own vacant land where the community anticipates growth**, this code update will discourage the type of low density residential that is causing problems for others.
- If you **own vacant land where the community doesn't anticipate growth**, this code update will not affect you.

Utility Rate Projections:



Imagine you are on a road trip. Beforehand you budgeted for gas, but with each stop, your trip funds dwindle because it is just you paying the bill. Now imagine the same trip with a few of your best friends.

Not only are your spirits higher and it's more fun, you are splitting the gas stops between you. Sharing the load. That is the goal of this update: Sharing The Load.





CHAPTER 4-MAPS

Many of the Goals, Objectives and Tactics described in the previous chapter are tied to specific infrastructure, institutions, or areas of Stevenson. The policies called for in the Comprehensive Plan often cannot be accomplished without maps that provide a fuller understanding of how specific areas of the city interrelate and connect with each other.

Future Land Use Map

The Comprehensive Plan's Future Land Use Map is crucial for showing clearly and concisely how the Goals, Objectives, and Tactics contained in Chapter 3 relate to the Population Report in Appendix C. This map designates all areas of the City and Urban Area according to five basic land use designations describing where population and business growth will occur and how the City intends for lands to be used in the future.

The Future Land Use designations are not zoning districts, and the Future Land Use Map is not a zoning map. Whereas the City of Stevenson Zoning Map is an official regulatory document adopted by ordinance through the Zoning Code, the Comprehensive Plan's Future Land Use Map is a guidance document that will be used to shape future decisions about annexations, land development policies, the size and timing of capital facility upgrades, changes to existing zoning designations, and those purposes indicated in RCW 35A.63.080.



Urban Reserve (UR)

An area within which future development and extension of public services are contemplated but not imminent. Existing uses, particularly vacant lands and very low density single-family housing, coexist with uses otherwise characteristic of more rural areas. Further development within an Urban Reserve is discouraged until public services can be provided and urban level densities and intensities of land use can occur. Urban Reserve areas may be subcategorized to anticipate any other land use designation described below and may be changed to such designations without amending the plan when adequate public services are provided.

Low Density Residential (LDR)

An area dominated by single-family homes on lots 15,000 square feet or larger. Development within a Low Density Residential area typically requires extension of public water service and other urban services, though on-site septic systems are often unavoidable and desirable as an alternative to extension of the public sewer collection system. The development pattern encourages connected



street networks where terrain permits. Where terrain does not permit, culs-de-sac are often paired with pedestrian pathways to provide adequate non-automotive connectivity to nearby neighborhoods, schools, parks, and business centers.

High Density Residential (HDR)

An area dominated by multi-family housing or single-family housing on lots smaller than 15,000 square feet. Residential uses in these areas are often mixed with institutions, utilities, schools, and parks and/or located in close proximity to commercial uses more characteristic of urban areas. Development within a High Density Residential area almost exclusively requires extension of, or connection to, public water and sewer systems. Development patterns in these areas encourage connected street networks with pedestrian and bicycle facilities providing connections to abutting neighborhoods, schools, parks, and business centers. High Density Residential areas may be subcategorized by single-family or multi-family designations, and public use designations.

Low Intensity Trade (LIT)

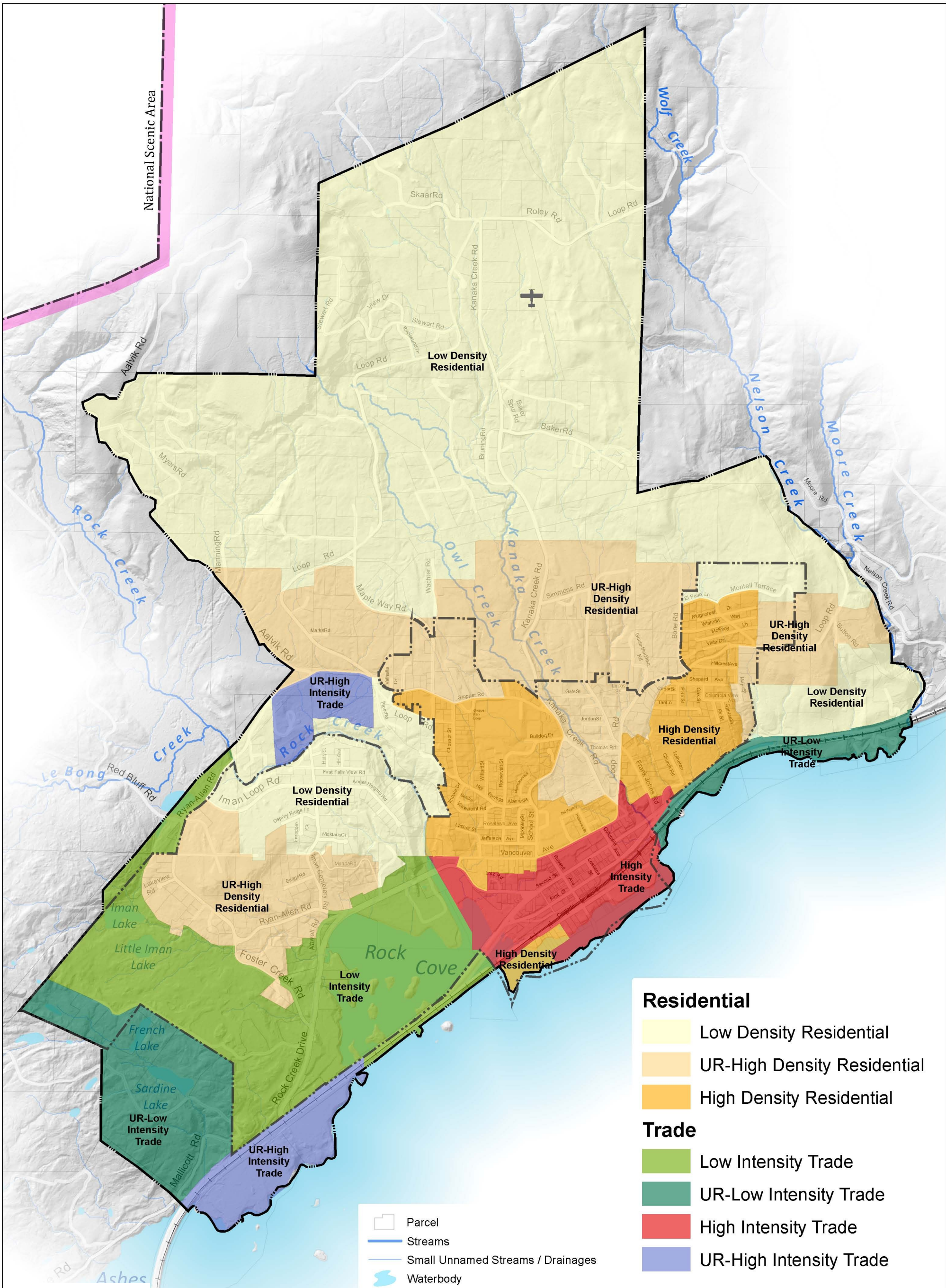
An area where commercial activity is interspersed and coexists with other recreational, and public/institutional uses in the same area. Low Intensity Trade areas typically provide opportunities to capitalize on and expand the regional tourism and service industries. Because of the space typically demanded by Low Intensity Trade activities, the uses allowed in these areas are often inappropriate or cannot exist within Downtown Stevenson or other High Intensity Trade areas; however, Low Intensity Trade areas are not intended to detract from the viability of, or compete with, High Intensity Trade areas. Development of Low Intensity trade areas almost exclusively requires public service extension. Although the parking and access patterns of Low Intensity Trade areas are typically oriented primarily to automotive traffic, adequate accommodations for pedestrian and bicycle users are also included. Low Intensity Trade areas may be subcategorized by general, recreation, and public use designations.



High Intensity Trade (HIT)

An area primarily devoted to commercial, light industrial, public/institutional activities, mixed uses, multi-family, and existing single-family residences. These areas contain a dense, highly intensive land use pattern focusing on an urban style of development and architecture. Availability of urban services adds to the viability of High Intensity Trade areas. High Intensity Trade areas may be subcategorized by downtown, office, and industrial designations. Development in downtown areas typically follows a tight-knit gridiron pattern that emphasizes the importance of pedestrians and bicyclists to

ensure areas are walkable. As compared to downtown areas, office and industrial areas are more dependent on automotive traffic.



MAP 4.1

FUTURE LAND USE

- Parcel
- Streams
- Small Unnamed Streams / Drainages
- Waterbody
- National Scenic Area Boundary
- City of Stevenson (City Limits)
- Urban Area (NSA)

- Residential**
- Low Density Residential
 - UR-High Density Residential
 - High Density Residential
- Trade**
- Low Intensity Trade
 - UR-Low Intensity Trade
 - High Intensity Trade
 - UR-High Intensity Trade

This map is intended for planning purposes only. The locations and designations shown on this map are approximations based on the best available information at the time of mapping. The locations and designations should be confirmed prior to undertaking land use actions.

Scale: 1:18,000
 1 inch = 1,500 feet



Projected Coordinate System:
 NAD 1983 HARN StatePlane
 Washington FIPS 4602 Feet
Projection Name:
 Lambert Conformal Conic
Planar Units: US Survey Feet
Data Sources: Skamania Co,
 Col. River Gorge Commission
LIDAR: DNR Flight 2005-2006
Map Created: September 2012
 (Updated 3/14/2013)

DISCLAIMER: This map product was prepared by Skamania County and is for information purposes only. It may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.



On-Site Sewage Program (Septic Systems)

The goal of the On-Site Sewage Program is to protect public health and the environment from the adverse affects and impacts of failing or inadequate on-site sewage systems by ensuring the proper design, installation, and maintenance of on-site sewage systems.

- [Septic Process](#)
- [Homeowner's Guide to Septic](#)
- [Applications and Forms](#)
- [Washington State on-site sewage \(septic\) system rules & regulations \(WAC 246-272A\)](#)

On-Site Sewage Basics

A conventional septic system consists of two main parts: the septic tank and the soil drainfield (also referred to as a leachfield, absorption bed or absorption field). At the head of the drainfield a distribution box (D-box) or a manifold distributes wastewater to several absorption trenches. Some locations require that newly installed drainfields include a designated replacement area should the existing septic system need an addition, repair or replacement, the replacement area can then be used. How the System Works

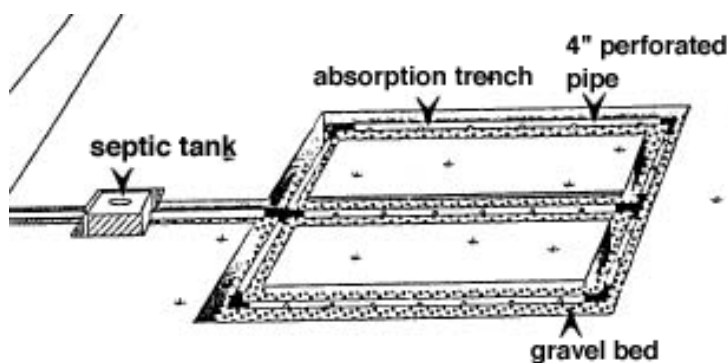


Figure 1: Septic System

Courtesy National Small Flows Clearinghouse

The septic tank. A septic tank is a large, underground, watertight container, typically about 9 feet long, 4-5 feet wide and 5 feet tall that is connected to the home's sewer line. While typically designed with a 1,000-gallon liquid capacity, the size of the tank is legally determined by the number of bedrooms in the home. Septic tanks may be rectangular or cylindrical and may be made of concrete, fiberglass or polyethylene. Raw waste water from the bathroom, kitchen and laundry room flows into the tank where the solids separate from the liquid. Light solids, such as soap suds and fat, float to the top and form a scum layer. This layer remains on top and gradually thickens until you have the tank cleaned. The liquid waste goes into the drainfield, while the heavier solids settle to the bottom of the tank where they are gradually decomposed by bacteria. But some non-decomposed solids remain, forming a sludge layer that eventually must be pumped out. Septic tanks may have one or two compartments.

Two-compartment tanks do a better job of settling solids and are required for new installations. Tees or baffles at the tank's inlet pipe slow the incoming wastes and reduce disturbance of the settled sludge. A tee or baffle at the outlet keeps the solids or scum in the tank.

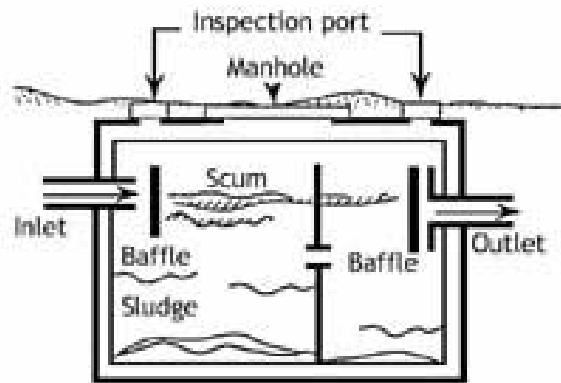


Figure 2: A Two-Compartment Septic Tank
Courtesy National Small Flows Clearinghouse

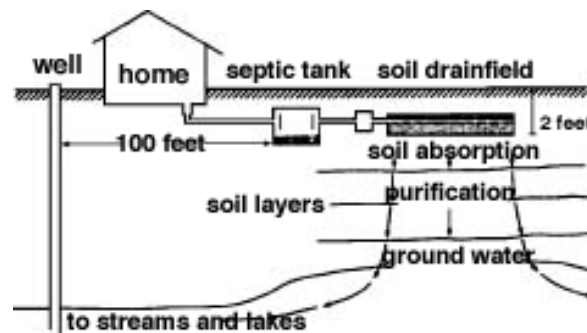


Figure 3: Wastewater Treatment and Disposal In the Soil
Courtesy North Carolina Extension Service

The Drainfield. Further treatment of wastewater occurs in the soil beneath the drainfield. The drainfield consists of long underground perforated pipes or chambers connected to the septic tank. Liquid waste or effluent flows out of the tank and is evenly distributed into the soil through the underground system. The soil below the drainfield provides the final treatment and disposal of the septic tank effluent. After the effluent has passed into the soil, most of it percolates downward and outward, eventually entering the groundwater. A small percentage is taken up by plants through their roots, or evaporates from the soil. The soil filters the effluent as it passes through the pore spaces. Chemical and biological processes treat the effluent before it reaches groundwater, or a restrictive layer, such as hardpan, bedrock, or clay soils. These processes work best where the soil is somewhat dry and permeable, and contains plenty of oxygen for several feet below the drain field. The size and type of drainfield depends on the estimated daily wastewater flow and soil conditions.

Property Owners

Operation and Maintenance of your System

Septic systems are usually not considered an essential part of a home. But replacing a residential septic treatment system may cost between \$7,000 and \$15,000! Periodic inspection and timely repair of your system components can prevent damage to the soil and water in the ground around your home, and may extend the life of your system. Washington Administrative Code chapter 246-272A requires homeowners whose property is not connected to a municipal sewer system to ensure that the property includes an approved, correctly functioning on-site septic system. Proper maintenance is defined in the code as:

- Determining the level of solids and scum in the septic tank every three years.
- Employing an approved pumper to remove septage from the tank when necessary.
- Protecting the system components and required reserve septic area from damage by structures or materials, surface drainage, soil compaction, soil removal or grade alteration.
- Keeping the sewage flow at or below designed quantity and waste strength.
- Directing roof drains away from the area of the sewage treatment system.
- Operating and maintaining alternative sewage disposal system.

Why should you maintain your septic system?

- To protect public health.
- To protect our drinking water.
- To protect your investment.

Type of system	Frequency of inspection
Simple gravity with or without pump	Every 3 years
Pressure distribution*	Yearly
All alternative systems (sand mounds, ATU, Glendons, etc.)All food establishments	Yearly <i>Note: Some systems are so complex the manufacturer recommends inspection more often for the first 2 years; be sure to meet the conditions of your warranty.</i>
All systems	Ensure that a current report of system status is on file with SCCDD when a property served by an on-site septic system is offered for sale. <i>The report of system status is considered current for purposes of this subsection if it was completed within one (1) year of the date of sale.</i>

Maintaining your Septic Tank

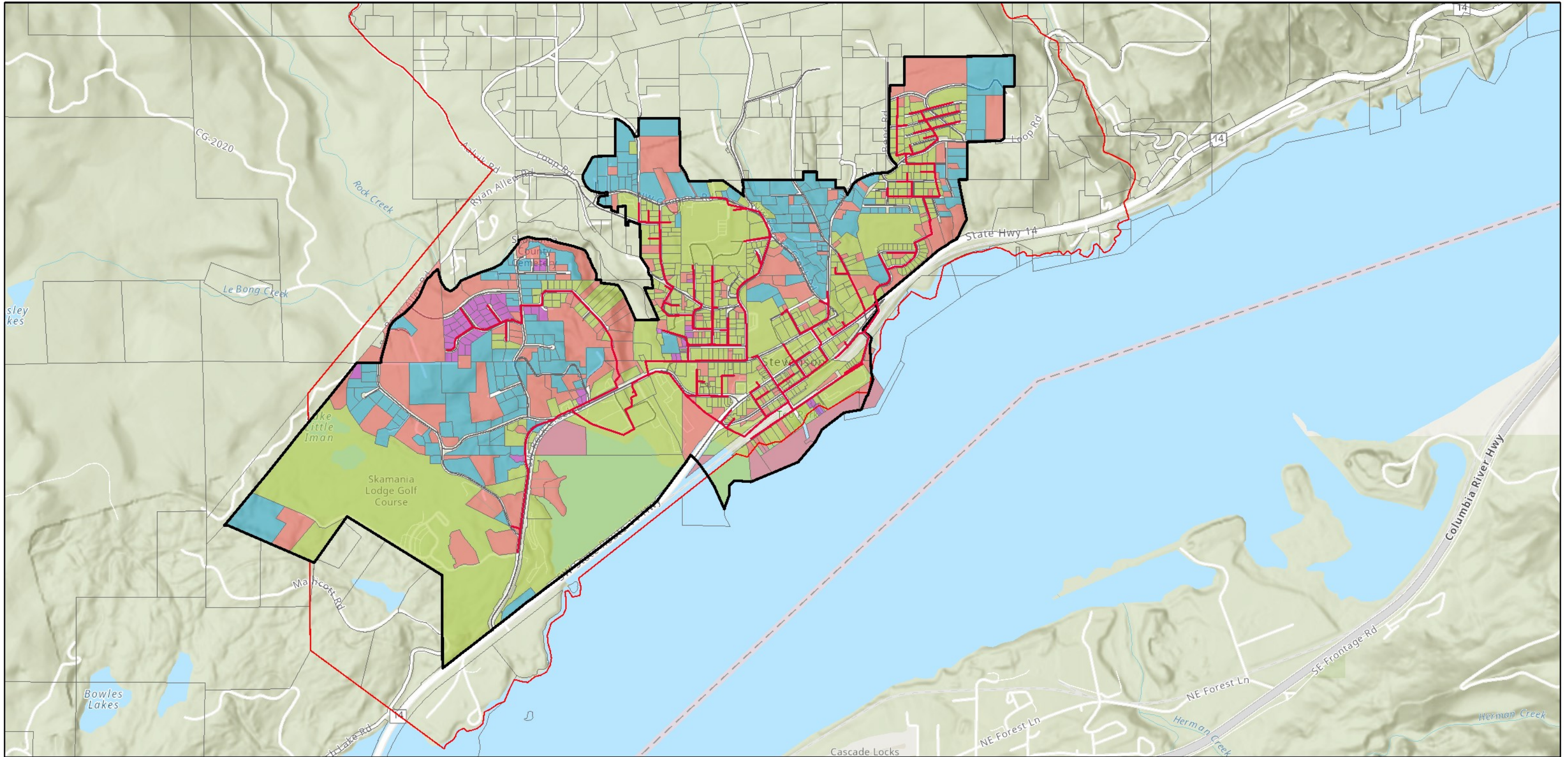
The lack of septic tank maintenance can cause sewage to back up into your house or solids to overflow to the drainfield. Once solids overflow and leave through the tank outlet, they can quickly clog a drain field to the point that a new one is required. Most septic tanks need to be pumped every three to five years, depending on the tank

size and the amount and type of solids entering the tank. The inspection of the sludge and scum levels is the only way to determine when a tank needs to be pumped. This is not necessarily a pleasant task, but can be done relatively easily. Septic tank pumping firms are available to perform the inspection. See our list of licensed OSS Pumpers [here](#).

Help for Failing Septic Systems

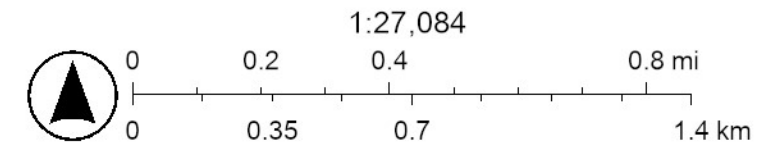
Please contact Skamania County Community Development Department (SCCDD) at (509) 427-3900 or email us at permitcenter@co.skamania.wa.us for further information and technical assistance for homeowners with failing septic systems in need of repair or replacement.

Stevenson Utilities



8/23/2023, 4:56:30 PM

- | | | | |
|---------------|----------------------|---------|--------|
| Sewer Pipes | Utilities_Properties | None | Parcel |
| City Boundary | City sewer | Unknown | |
| Urban Area | Septic | Streets | |



Esri, NASA, NGA, USGS, FEMA, Oregon Metro, Oregon State Parks, State of Oregon GEO, WA State Parks GIS, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau,

Chapter 13.08 SEWER AND PRETREATMENT¹

Sections:

13.08.010 Purpose and policy.

This chapter sets clear standards and requirements for any person served by the publicly owned treatment works (POTW) for the city and the means by which such requirements will be imposed and enforced. This chapter is intended to:

- A. Establish standards for the collection of sewage and wastewater in areas served by the city of Stevenson.
- B. Prevent any discharge to the sanitary sewer which could:
 - 1. Damage the transmission or treatment systems;
 - 2. Interfere with the POTW's operation;
 - 3. Be incompatible with the POTW's biological processes.
 - 4. Pass through the treatment plant at levels which may harm the environment;
 - 5. Threaten the health and safety of employees and the public.
- C. Enable the city to support the implementation of a pretreatment program that meets Washington State rules in Chapter 173-216 WAC, federal rules of 40 CFR part 403, conditions of its National Pollutant Discharge Elimination System (NPDES) permit, sludge use and disposal requirements, and any other federal or state laws to which the POTW is subject.
- D. Promote reuse and recycling of industrial wastewater and sludge from the POTW.
- E. Provide for fees for the equitable distribution of the cost of operation, maintenance, and improvement of the POTW.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.020 Applicability.

This chapter shall apply to all persons connected or believed or intended to be connected to the sanitary sewer collection system operated by the city. Such persons shall be known as users as defined herein, and the provisions of this ordinance apply as specified herein to standard users, significant industrial users, and non-significant industrial users. The ordinance compels the production of information; authorizes the issuance of wastewater discharge permits; provides for monitoring, compliance and enforcement activities; establishes

¹Editor's note(s)—Ord. No. 1119, §§ I(Exh. A), II, adopted April 19, 2018, repealed former Ch. 13.08, §§ 13.08.010—13.08.410, in its entirety and enacted new provisions as herein set out. Former Ch. 13.08 pertained to sewer service regulations and derived from Ord. No. 613, §§ 1—10, adopted in 1972.

For statutory provisions on town sewerage systems, see RCW Ch. 35.67 and RCW 35.27.370(5).

administrative review procedures; requires user reporting; and provides for the setting of fees for the equitable distribution of costs resulting from the program established herein.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.030 Administration.

Except as otherwise provided herein, the director shall administer, implement, and enforce the provisions of this chapter. Any powers granted to or duties imposed upon the director may be delegated by the director to other city personnel.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.040 Abbreviations.

The following abbreviations, when used in this chapter, shall have the designated meanings:

AKART - All known, available, and reasonable treatment

BOD - Biochemical Oxygen Demand

BMP - Best Management Practice

CFR - Code of Federal Regulations

CIU - Categorical Industrial User

EPA - U.S. Environmental Protection Agency

gpd - gallons per day

mg/l - milligrams per liter

NOEC - No observable detrimental effect

NPDES - National Pollutant Discharge Elimination System

NSCIU - Non-Significant Categorical Industrial User

POTW - Publicly Owned Treatment Works

RCRA - Resource Conservation and Recovery Act

SIU - Significant Industrial User

TSS - Total Suspended Solids

U.S.C. - United States Code

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.050 Definitions.

Unless a provision explicitly states otherwise, the following terms and phrases, as used in this chapter, shall have the meanings hereinafter designated.

- A. "ASTM specification." All references to the form ASTM mean the Standard Specifications or Methods of the American Society for Testing Materials of the serial designation indicated by the number and, unless otherwise stated, refer to the latest adopted revision of such specifications or method.

-
- B. "Act" or "the Act." The Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 U.S.C. Section 1251 on.
 - C. "Approval authority." The Washington State Department of Ecology, Water Quality Program Manager.
 - D. "Authorized or duly authorized representative of the user."
 - 1. If the user is a corporation:
 - a. The president, secretary, treasurer, or a vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or
 - b. The manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiate and direct other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for control mechanism requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
 - 2. If the user is a partnership or sole proprietorship: a general partner or proprietor, respectively.
 - 3. If the user is a federal, state, or local governmental facility: a director or highest official appointed or designated to oversee the operation and performance of the activities of the government facility, or their designee.
 - 4. The individuals described in paragraphs 1 through 3, above, may designate another authorized representative if the authorization is in writing, the authorization specifies the individual or position responsible for the overall operation of the facility from which the discharge originates or having overall responsibility for environmental matters for the company, and the written authorization is submitted to the city.
 - E. "Biochemical oxygen demand or BOD." The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedures for five days at 20 degrees centigrade, usually expressed as a concentration (e.g., mg/l).
 - F. "Best management practices" or "BMPs" means schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to implement the prohibitions listed in SMC 13.08.210(A) and (B) [40CFR 403.5(a)(1) and (b)]. BMPs may also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw materials storage.
 - G. "Building drain" means that part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five feet outside the inner face of the building wall.
 - H. "Building sewer" means the extension from the building drain to the property line or right-of-way line for connection with the public sewer service connection.
 - I. "Categorical pretreatment standard" or "categorical standard." Any regulation containing pollutant discharge limits promulgated by EPA in accordance with Sections 307(b) and (c) of the Act (33 U.S.C. Section 1317) which apply to a specific category of users and which appear in 40 CFR Chapter I, Subchapter N, Parts 405—471.

-
- J. "Categorical industrial user." An industrial user subject to a categorical pretreatment standard or categorical standard.
 - K. "City." The city of Stevenson or its city council
 - L. "Combined sewer" means a sewer receiving both surface runoff and sewage.
 - M. "Composite sample." A representative composite of samples of a waste stream taken throughout the period of a day when discharges are produced by a regulated activity. "Time proportionate" samplers shall be used, unless there is capability to interface with a flow metering device to produce a representative "flow proportionate" composite sample.
 - N. "Daily concentration." The concentration obtained through analysis of a composite sample of all discharges over a day (or 24-hour period) or the average of all discrete samples taken over such period.
 - O. "Daily limit (maximum daily limit)." The maximum allowable discharge of a pollutant over a calendar day or equivalent 24-hour period. Where daily limits are expressed in units of mass, compliance is the product of the Daily Concentration and the flow over the same period.
 - P. "Director." The city of Stevenson public works director, or designee.
 - Q. "Ecology." The Washington State Department of Ecology, who is also the control authority for purposes of the federal pretreatment program.
 - R. "Environmental Protection Agency" or "EPA." The U.S. Environmental Protection Agency or, where appropriate, the regional water management division director, the regional administrator, or other duly authorized official.
 - S. "Existing source." Any source of discharges subject to categorical standards and discharging prior to the promulgation of those standards or otherwise not meeting the definition of a "new source" in this section.
 - T. "Garbage" means solid wastes from the domestic and commercial preparation, cooking and dispensing of food, and from the handling, storage and sale of produce.
 - U. "Grab sample." A sample which is taken from a wastestream without regard to the flow in the wastestream and over a period of time not to exceed 15 minutes.
 - V. "Indirect discharge" or "discharge." The introduction of pollutants into the POTW from any nondomestic source subject to this chapter or other state or federal regulations.
 - W. "Industrial wastes" means the liquid wastes from industrial processes as distinct from sewage from other sources.
 - X. "Instantaneous limit." The maximum concentration of a pollutant allowed to be discharged at any time, determined from the analysis of a discrete sample. For analytes for which users must take a grab sample for compliance purposes, this standard is the same as the daily maximum standard. For all other pollutants the instantaneous limit shall be twice the daily limit.
 - Y. "Interference." A discharge which causes (either by itself or in combination with other discharges) a violation of the city's NPDES permit or prevents the intended sewage sludge use or disposal by inhibiting or disrupting the POTW, including its collection systems, pump stations, and wastewater and sludge treatment processes. For example, a discharge from a user which causes a blockage resulting in a discharge at a point not authorized under the city's NPDES permit.
 - Z. "Local limits." Effluent limitation developed for users by the director to specifically protect the potw from the potential of pass through, Interference, and intended biosolids uses. Such limits shall be based on the POTW's site-specific flow and loading capacities, receiving water considerations, and

reasonable treatment expectations for non-domestic wastewater. See SMC 13.08.240 for a full list of local limits.

- AA. "Medical waste." Isolation wastes, infectious agents, human blood and blood products, pathological wastes, sharps, body parts, contaminated bedding, surgical wastes, potentially contaminated laboratory wastes, and dialysis wastes.
- BB. "Monthly average." The arithmetic mean of the effluent sample results collected during a calendar month or specified 30-day period. Where the city has taken a sample during the period, it must be included in the monthly average if provided in time. However, where composite samples are required, grab samples taken for process control or by the city are not to be included in a monthly average.
- CC. "Monthly average limit." The limit to be applied to the monthly average to determine compliance with the requirements of this chapter (see SMC 13.08.240 for listing).
- DD. "Natural outlet" means any outlet into a water-course, pond, ditch, lake or other body of surface or groundwater.
- EE. "New source."
 - 1. A facility whose construction began after categorical pretreatment standards applicable to its operations were proposed and with a real or potential discharge provided the facility is: A) constructed at a site at which no other source is located; B) totally replaces the process or production equipment that generate regulated process waste streams at an existing source; or C) the new processes are substantially independent of an existing source at the same site.
 - 2. Construction at an existing source does not make the source a new source if the construction merely alters, partially replaces, or adds to existing process or production equipment.
 - 3. Construction of a new source is considered to have begun when the owner or operator either began significant site preparation work including earthwork or removal of structures to allow the new facilities or equipment, began constructing a facility or emplacing equipment, or entered into a binding contract to purchase necessary facilities or equipment within a reasonable time prior to operation.

Users must provide documentation sufficient to conclusively substantiate any existing source claim with their initial permit application. Once categorized as a new source, users may not assert "existing source" status in subsequent permit renewals.

- FF. "Non-contact cooling water." Water used for cooling which does not come into direct contact with any raw material, intermediate product, waste product, or finished product.
- GG. "Pass through." A discharge which exits the POTW into waters of the United States in quantities or concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the city's NPDES permit, including an increase in the magnitude or duration of a violation.
- HH. "Person." Any individual, partnership, co-partnership, firm, company, corporation, association, joint stock company, trust, estate, governmental entity, or any other legal entity; or their legal representatives, agents, or assigns. This definition includes all federal, state, and local governmental entities.
- II. "pH." A measure of the acidity or alkalinity of a solution, expressed in standard units.
- JJ. "Pollutant." Dredged spoil, solid waste, incinerator residue, filter backwash, sewage, garbage, sewage sludge, munitions, medical wastes, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt, municipal, agricultural and industrial wastes,

and certain characteristics of wastewater (e.g., pH, temperature, TSS, turbidity, color, BOD, carbonaceous oxygen demand, toxicity, or odor).

- KK. "Pretreatment." The reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater prior to, or in lieu of, introducing such pollutants into the POTW. Dilution is not considered pretreatment.
- LL. "Pretreatment requirements." Any substantive or procedural requirement related to pretreatment imposed on a user other than a pretreatment standard such as the proper operation of pretreatment devices, record keeping, and reporting.
- MM. "Pretreatment standards" or "standards." Discharge prohibitions (SMC 13.08.210), categorical pretreatment standards (SMC 13.08.220), state pretreatment standards (SMC 13.08.230), local limits (SMC 13.08.240), and site-specific limits based on potential for vapor toxicity, explosion, sewer corrosion, or other detrimental effects to the POTW.
- NN. "Properly shredded garbage" means the wastes from the preparation, cooking and dispensing of foods that have been shredded to such degree that all particles will be carried freely under the flow and conditions normally prevailing in public sewers, with no particle greater than one-half inch in any dimension.
- OO. "Public sewer" means a sewer in which all owners of abutting properties have equal rights and is controlled by public authority.
- PP. "Publicly owned treatment works" or "POTW." A treatment works, as defined by Section 212 of the Act (33 U.S.C. Section 1292), which is owned by the City. This definition includes any devices or systems used in the collection, storage, treatment, recycling, and reclamation of sewage or industrial wastes of a liquid nature and any conveyances which convey wastewater to a treatment plant.
- QQ. "Sanitary sewer" means a sewer which carries sewage and to which storm, surface and groundwater are not intentionally admitted.
- RR. "Septic tank waste." Sewage and typically associated solids from domestic activities pumped from a septic tank serving one or more private residences. The director may also consider wastes from other holding tanks such as boat blackwater, bilge water, cesspools, and treatment lagoons to be septic tank waste so long as they are absent chemicals which might inhibit biological activity.
- SS. "Service connection" means a public sewer which has been constructed to the property line or right-of-way from a public sewer lateral or main for the sole purpose of providing a connection for the building sewer.
- TT. "Sewage." Human excrement and gray water (From household showers, toilets, kitchens, clothes and dish washing, and related domestic activities).
- UU. "Sewage treatment plant" means any arrangement of devices and structures used for treating sewage.
- VV. "Sewage works" means all city-owned facilities for collecting, pumping, treating and disposing of sewage.
- WW. "Sewer" means a pipe or conduit for carrying sewage.
- XX. "Significant industrial user" or "SIU". Except as provided in paragraphs (3) and (4) of this section, a Significant Industrial User is:
1. A user subject to categorical pretreatment standards; or
 2. A user that:

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- a. Discharges an average of 25,000 gpd or more of process wastewater to the POTW (excluding sanitary, noncontact cooling, and boiler blowdown wastewater);
 - b. Contributes a process wastestream which makes up five percent or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant; or
 - c. Is designated as such by the city on the basis that it has a reasonable potential for adversely affecting the POTW's operation or for violating any pretreatment standard or requirement.
3. The city may determine that a user subject to categorical pretreatment standards is a non-significant categorical industrial user rather than a significant industrial user on a finding that the user never discharges more than 100 gallons per day (gpd) of total categorical wastewater (excluding sanitary, non-contact cooling and boiler blowdown wastewater, unless specifically included in the pretreatment standard) and the following conditions are met:
- a. The user, prior to city's finding, has consistently complied with all applicable categorical pretreatment standards and requirements;
 - b. The user annually submits the certification statement required in SMC 13.08.695(B) [see 40CR 403.12(q)], together with any additional information necessary to support the certification statement; and
 - c. The user never discharges any untreated concentrated wastewater.
4. Upon a finding that a user meeting the criteria in Subsection (2) of this part has no reasonable potential for adversely affecting the POTW's operation or for violating any pretreatment standard or requirement, the City may at any time, on its own initiative or in response to a petition received from a user, and in accordance with procedures in 40 CFR 403.8(f) (6), determine that such user should not be considered a significant industrial user.
- YY. "Slug load" or "slug discharge." Any discharge of a non-routine, episodic nature, including but not limited to an accidental spill or a non-customary batch discharge, which has a reasonable potential to cause interference or pass through, or in any other way violate the POTW's regulations, local limits or permit conditions. This includes discharges at a flow rate or concentration which could cause a violation of the prohibited discharge standards of SMC 13.08.210.
- ZZ. "Standard user." A user that is not subject to a categorical pretreatment standard or categorical standard.
- AAA. "Storm sewer" or "storm drain" means a sewer which carries storm and surface waters and drainage, but excludes sewage and polluted industrial wastes.
- BBB. "Storm water." Any flow occurring during or following any form of natural precipitation, and resulting from such precipitation, including snowmelt.
- CCC. "Suspended solids." The total suspended matter that floats on the surface of, or is suspended in, water, wastewater, or other liquid, and which is removable by laboratory filtering.
- DDD. "User" or "industrial user." A source of indirect discharge.
- EEE. "Wastewater." Liquid and water-carried industrial wastes and sewage from residential dwellings, commercial buildings, industrial and manufacturing facilities, and institutions, whether treated or untreated, which are contributed to the POTW.
- FFF. "Wastewater treatment plant" or "treatment plant." That portion of the POTW which is designed to provide treatment of municipal sewage and industrial waste.
- GGG. "Watercourse" means a channel in which a flow of water occurs, either continuously or intermittently.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.060 Certain facilities prohibited.

Except as provided in this chapter, it is unlawful to construct or maintain any privy, privy vault, septic tank, cesspool or other facility intended or used for the disposal of sewage.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.070 Connection with public sewer required—~~and~~ Appeal procedure.

A. The owner of any dwelling used for human occupancy, employment, recreation or other purposes situated on property within the city and abutting on any street, alley or right-of-way in which there is now located or in the future is located a public sanitary sewer of the city, is required at ~~his~~their own expense to install suitable toilet facilities therein and to connect such facilities directly with the proper public sewer, either by gravity or with approved pumping facilities, in accordance with the provisions of this chapter and the Stevenson Engineering Standards, within 90 days after the date of official notice to do so; provided, that such public sewer is available to or on the property and/or at a property line of such property and the structures or buildings ~~are~~property line is within 300 feet of the public sewer or the property is located within the Urban Reserve, as defined designated on in the City of Stevenson Comprehensive Plan Future Land Use Map.

B. In the event that, during such period of 90 days, such owner files ~~his~~ written objections with the city against so being required to install such facilities, the provisions of this section shall not be enforced upon such owner until the city council shall have, at a meeting thereof, heard such objections of such owner, and rendered its decision thereon. Such meeting shall be held not less than ~~ten~~10 days or more than 45 days after the date of the filing of such objections. Not less than ~~seven~~7 days prior to the date set for such meeting, the city council shall give due notice of the date set therefor to such owner. The decision of the city council shall be final and no appeal shall be taken therefrom by such owner except as is provided by law.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.080 Connection with public sewer—Permit, bond required.

- A. No unauthorized person shall uncover, make any connections with or opening into, use, alter or disturb any public sewer or appurtenance thereof without first obtaining a written permit from the director.
- B. No plumbing contractors shall be allowed to make connections of private sewers to the sewage works of the city on behalf of any owners of property therein without first posting with the city a bond in the sum of one thousand dollars indemnifying the city and the inhabitants thereof against any loss or damage which the city or the inhabitants thereof might suffer by reason of the actions of such contractors in making such connections.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.090 Connection with public sewer—Building sewers.

- A. Where existing buildings are too low to be served by gravity to an available sewer, and when ordered by the city to connect to an available sewer as stipulated under Section 13.08.070, the owner will install a unit to

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pump sewage into the available sanitary sewer system. The owner shall operate and maintain private sewage pumping facilities in a sanitary manner at all times, at no expense to the city.

- B. Old building sewers may be used in connection with new buildings, or new building sewers only when they are found to meet all requirements of this chapter.
- C. Standards and Specifications:
 - 1. The size and slope of the building sewer shall be subject to the approval of the director, but in no event shall the diameter be less than four inches. The slope of such four-inch pipe shall not be less than one-quarter inch per foot, unless approved by the director. In no case shall the slope of four-inch pipe be less than one-eighth inch per foot. A minimum of 18 inches of cover shall be maintained over the top of the service pipe at all times.
 - 2. The building sewer shall be laid at uniform grade and in straight alignment insofar as is possible. Changes in direction shall be made only with curved pipe no greater than 45-degree bends. All pipe shall be laid on a four-inch granular base of three-fourths-minus rock, pea gravel, sand or combination thereof.
 - 3. Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such building drain shall be lifted by an approved means and discharged to the building sewer.
 - 4. No person shall make connection of roof downspouts, exterior foundation drains, areaway drains or other sources of surface runoff or groundwater to a building sewer or building drain which in turn is connected directly or indirectly to a public sanitary sewer.
 - 5. All excavations required for the installation of a building sewer shall be open trench work unless otherwise approved by the director. No backfilling of the trench shall be done until receipt of written approval from the director.
 - 6. All joints and connections shall be made gastight and watertight.
- D. All costs and expenses incident to the installation and connection of the building sewer shall be borne by the owner. The owner shall indemnify the city from any loss or damage that may directly or indirectly be occasioned by the installation.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.100 Industrial user surveys.

The city is obligated under federal law to identify all users potentially subject to the pretreatment program, and the character and volume of pollutants discharged by such users. To satisfy this requirement, the Director will categorize all users as either "standard user" or "categorical industrial user". To ensure proper categorization, all sources of non-domestic discharges to the POTW must, upon request of the Director, periodically complete an industrial user survey form. Proper completion of survey requirements is a condition of initial and continued discharge to the public sewer system. Users failing to fully comply with survey requirements within 30 days shall be subject to all enforcement measures authorized under this chapter including termination of service. The director is authorized to prepare several forms for this purpose and require completion of the particular form which the director determines appropriate to provide the information needed to categorize each user. The director shall be authorized to categorize each user, provide written notice of a user's categorization and what it means, and revise this categorization at any time.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.110 Private system—Required when.

Where a public sanitary or combined sewer is not available under the provisions of SMC 13.08.070, the building sewer shall be connected to a private sewage disposal system.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.120 Private system—Construction—Permit required—Application.

A. Before commencement of construction, expansion, or replacement of a private sewage disposal system the owner shall first obtain a written permit signed by the director. The application for such permit shall be made on a form furnished by the city, which the applicant shall supplement by any plans, specifications and other information as are deemed necessary by the director. The appropriate permit and plan check fee shall be paid to the city at the time the application is filed.

B. No permit to construct, expand, or replace a private sewage disposal system shall be issued where:

1. Public sewer is available to or on the property,

2. Public sewer is located within 300 feet of the property, or

3. The property lies within an area designated as Urban Reserve on the City of Stevenson Comprehensive Plan Future Land Use Map.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.130 Private system—Inspection requirements.

A permit for a private sewage disposal system shall not become effective until the installation is completed to the satisfaction of the director. ~~He~~They shall be allowed to inspect the work at any stage of construction and, in any event, the applicant for the permit shall notify the director when the work is ready for final inspection, and before any underground portions are covered. The inspection shall be made within 48 hours of the receipt of notice by the director.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.140 Private system—Compliance with state standards required.

The type, capacities, location and layout of a private sewage disposal system shall comply with all recommendations and requirements of the Washington Department of Ecology and the county sanitarian. No septic tank or cesspool shall be permitted to discharge to any natural outlet.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.150 Private system—Connection with public sewer required when—Abandonment of private facilities.

At such time as a public sewer becomes available to a property served by a private sewage disposal system, as provided in SMC 13.08.070, a direct connection shall be made to the public sewer in compliance with this chapter, and any septic tanks, cesspools and similar private sewage disposal facilities not utilized in an approved pumping facility shall be abandoned. Septic tanks shall be pumped free of sewage. Septic tanks not

constructed of concrete shall be removed or opened and filled with soil or gravel. Cesspools and similar private disposal facilities shall be filled with soil or gravel.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.160 Private system—Maintenance requirements.

The owner shall operate and maintain private sewage disposal or pumping facilities in a sanitary manner at all times, at no expense to the city.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.170 Provisions not to limit additional requirements.

No statement contained in SMC 13.08.110 through 13.08.160 shall be construed to interfere with any additional requirements that may be imposed by county or state health officials.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.210 Prohibited discharge standards.

- A. General Prohibitions. No user shall introduce or cause to be introduced into the POTW any pollutant or wastewater which causes pass through or interference. These general prohibitions apply to all users of the POTW whether or not they are subject to categorical pretreatment standards or any other national, state, or local pretreatment standards or requirements.
- B. Specific Prohibitions. No user shall introduce or cause to be introduced into the POTW the following pollutants, substances, or wastewater:
 - 1. Pollutants which either alone or by interaction may create a fire or explosive hazard in the POTW, a public nuisance or hazard to life, or prevent entry into the sewers for their maintenance and repair or are in any way injurious to the operation of the system or operating personnel. This includes waste streams with a closed-cup flashpoint of less than 140 degrees F (60 degrees C) using the test methods specified in 40 CFR 261.21.
 - 2. Wastewater having a pH less than 5.0 or more than 11.0, or otherwise having any other corrosive property capable of causing damage or hazard to structures, equipment, or personnel. Discharges outside this pH range may be authorized by a permit issued by the city pursuant to a finding that the system is specifically designed to accommodate a discharge of that pH.
 - 3. Solid or viscous substances in amounts which may cause obstruction to the flow in the sewer or other interference with the operation of the system. In no case shall solids greater than one-quarter inch (0.64 cm) in any dimension be discharged.
 - 4. Pollutants, including oxygen-demanding pollutants (BOD, etc.), released in a discharge at a flow rate and/or pollutant concentration which, either singly or by interaction with other pollutants, will cause interference with the POTW.
 - 5. Wastewater having a temperature which will interfere with the biological activity in the system, has detrimental effects on the collection system, or prevents entry into the sewer. In no case shall wastewater be discharged which causes the wastewater temperature at the treatment plant to exceed 104 degrees F (40 C).

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6. Petroleum oil, nonbiodegradable cutting oil, or products of mineral oil origin, in amounts that will cause interference or pass through.
 7. Pollutants which result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause acute worker health and safety problems.
 8. Trucked or hauled pollutants.
 9. The following are prohibited unless approved by the director under extraordinary circumstances, such as lack of direct discharge alternatives due to combined sewer service or need to augment sewage flows due to septic conditions. (As required under WAC 173-216-050)
 - a. Non-contact cooling water in significant volumes.
 - b. Stormwater, or other direct inflow sources.
 - c. Wastewaters significantly affecting system hydraulic loading, which do not require treatment or would not be afforded a significant degree of treatment by the system.
 10. Noxious or malodorous liquids, gases, solids, or other wastewater which, either singly or by interaction with other wastes, are sufficient to create a public nuisance or a hazard to life, or to prevent entry into the sewers for maintenance or repair.
 11. Wastewater which imparts color which cannot be removed by the treatment process, such as, but not limited to, dye wastes and vegetable tanning solutions, which consequently imparts color to the treatment plant's effluent, thereby violating the city's NPDES permit.
 12. Wastewater containing any radioactive wastes or isotopes except in compliance with applicable state or federal regulations.
 13. Storm water, surface water, ground water, artesian well water, roof runoff, subsurface drainage, swimming pool drainage, condensate, deionized water, noncontact cooling water, and unpolluted wastewater, unless specifically authorized by the director.
 14. Sludges, screenings, or other residues from the pretreatment of industrial wastes;
 15. Medical wastes, except as specifically authorized by the director in a wastewater discharge permit;
 16. Wastewater causing, alone or in conjunction with other sources, the treatment plant's effluent to fail toxicity test;
 17. Detergents, surface-active agents, or other substances which may cause excessive foaming in the POTW;
 18. Fats, oils, or greases of animal or vegetable origin in concentrations greater than 300 mg/l, or total petroleum hydrocarbon concentrations of no more than 100 mg/l.
 19. Wastewater causing two readings on an explosion hazard meter at the point of discharge into the POTW, or at any point in the POTW, of more than ten percent or any single reading over 20 percent of the lower explosive limit based on an explosivity meter reading.

Pollutants, substances, or wastewater prohibited by this section shall not be processed or stored in such a manner that they could be discharged to the POTW.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.220 National categorical pretreatment standards.

The categorical pretreatment standards found at 40 CFR Chapter I, Subchapter N, Parts 405—471 are hereby incorporated.

- A. Where a categorical pretreatment standard is expressed only in terms of either the mass or the concentration of a pollutant in wastewater, Ecology may impose equivalent concentration or mass limits in accordance with SMC 13.08.220.D and 13.08.220.E (see 40 CFR 403.6(c)).
- B. When categorical pretreatment standards are expressed in terms of a mass of pollutant which may be discharged per unit of production, Ecology may either impose limits based on mass or equivalent effluent concentrations. The user must supply appropriate actual or projected long-term production rates for the unit of production specified in order to facilitate this process. (See 40 CFR 403.6(c)(2))
- C. Ecology may permit wastewater subject to a categorical pretreatment standard to be mixed with other wastewaters prior to treatment. In such cases, the user shall identify, in their permit application, all categorical wastestreams and provide sufficient information on each non-categorical wastestream to determine whether it should be considered dilute for each pollutant. Absent information showing that non-categorical wastestreams contain the pollutant in question at levels above that of the supply water, such wastestreams shall be considered dilute. In such situations, Ecology shall apply the combined wastestream formula as found at 40 CFR 403.6(e) to determine appropriate limits.
- D. When a categorical pretreatment standard is expressed only in terms of pollutant concentrations, an industrial user may request that Ecology convert the limits to equivalent mass limits. Ecology may establish equivalent mass limits if the industrial user meets all of the conditions set forth below.
 1. To be eligible for equivalent mass limits, the industrial user must submit information with its permit application or permit modification request which:
 - a. Shows it has a pretreatment system which has consistently met all applicable pretreatment standards and maintained compliance without using dilution.
 - b. Describes the water conserving practices and technologies it employs, or will employ, to substantially reduce water use during the term of its permit.
 - c. Includes the facility's actual average daily flow rate for all waste streams from continuous effluent flow metering.
 - d. Determines an appropriate unit of production, and provides the present and long-term average production rates for this unit of production.
 - e. Shows that long term average flow and production are representative of current operating conditions.
 - f. Shows that its daily flow rates, production levels, or pollutant levels do not vary so much that equivalent mass limits would be inappropriate.
 - g. Shows the daily and monthly average pollutant allocations currently provided based on the proposed unit of production.
 2. An industrial user subject to equivalent mass limits must:
 - a. Maintain and effectively operate control and treatment technologies adequate to achieve compliance with the equivalent mass limits.
 - b. Continue to record the facility's flow by continuous effluent flow monitoring.
 - c. Continue to record the facility's production rates.

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- d. Notify Ecology if production rates are expected to vary by more than 20 percent from the baseline production rates submitted according to SMC 13.08.220(D)(1)(d). Ecology may reassess and revise equivalent limits as necessary to reflect changed conditions.
 - e. Continue to employ the same or comparable water conservation methods and technologies as those implemented pursuant to SMC 13.08.220(D)(1)(b) so long as it discharges under an equivalent mass limit.
3. Equivalent mass limits:
- a. Will not exceed the product of the actual average daily flow from regulated process(es) of the user and the applicable concentration-based daily maximum and monthly average standards (and the appropriate unit conversion factor).
 - b. May be reassessed and the permit revised upon notification of a revised production rate, as necessary to reflect changed conditions at the facility; and
 - c. May be retained in subsequent permits if the user's production basis and other information submitted in SMC 13.08.220(D)(1) is verified in their reapplication. The user must also be in compliance with SMC 13.08.953 regarding the prohibition of bypass.
- E. Ecology may convert the mass limits of the categorical pretreatment standards of 40 CFR Parts 414 (organic chemicals), 419 (petroleum refining), and 455 (pesticide formulating, packaging and repackaging) to concentration limits in permits for such users. In such cases, the director will document the basis and the determination that dilution is not being substituted for treatment in the permit fact sheet.
- F. Ecology must make the documentation of how any equivalent limits were derived (concentration to mass limits or vice versa) publicly available.
- G. Once incorporated into its permit, the user must comply with the equivalent limits in lieu of the categorical standards from which they were derived.
- H. The same production and flow estimates shall be used in calculating equivalent limits for the monthly (or multiple day average) and the maximum day.
- I. Users subject to permits with equivalent mass or concentration limits calculated from a production based standard shall notify the director if production will significantly change. This notification is required within two business days after the user has a reasonable basis to know that that production will significantly change in the next calendar month. Users who fail to notify the director of such anticipated changes must meet the more stringent of the equivalent limits or the user's prior limits.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.230 State pretreatment standards.

Washington State pretreatment standards and requirements, located at Chapter 173-216 WAC, were developed under authority of the Water Pollution Control Act, Chapter 90.48 RCW and are hereby incorporated. The version incorporated is the version current as of the date of the latest revision or version of this ordinance, or amendment thereto. All waste materials discharged from a commercial or industrial operation into the POTW must satisfy the provisions of Chapter 173-216 WAC. In addition to some slightly more stringent prohibitions, (merged with SMC 13.08.210), the following provisions unique to Washington State are required by this chapter for discharges to a POTW:

- A. Any person who constructs or modifies or proposes to construct or modify wastewater treatment facilities must first comply with the regulations for submission of plans and reports for construction of

wastewater facilities, chapter 173-240 WAC. Sources of non-domestic discharges shall request approval for such plans through the Department of Ecology. To ensure conformance with this requirement, proof of the approval of such plans and one copy of each approved plan shall be provided to the director before commencing any such construction or modification.

- B. Users shall apply to Ecology for a permit at least 60 days prior to the intended discharge of any pollutants other than domestic wastewater or wastewater which the director has determined is similar in character and strength to normal domestic wastewater with no potential to adversely affect the POTW. (173-216-050(1)). Users shall provide proof of compliance with this requirement together with a duplicate permit application to the director prior to commencing the new or changed discharge.
- C. All significant industrial users must apply for and obtain a permit from ecology prior to discharge.
- D. All users shall apply all known, available, and reasonable methods to prevent and control waste discharges to the waters of the state (AKART). The director may determine individually or categorically what represents AKART for a user or category of users. (173-216-050(3)).
- E. Discharge restrictions of Chapter 173-303 WAC (Dangerous Waste) shall apply to all Users. (Prohibited discharge standards have been merged with Federal prohibitions in SMC 13.08.210).
- F. Claims of confidentiality shall be submitted for all information which the user desires confidentiality according to procedures at WAC 173-216-080. Information which may not be held confidential includes the: Name and address of applicant, description of proposal, the proposed receiving water, receiving water quality, and effluent data. Claims shall be reviewed based on the standards of WAC 173-216-080, Chapter 42.17 RCW, Chapter 173-03 WAC, and RCW 43.21A.160.
- G. Persons applying for a new permit or a permit renewal or modification which allows a new or increased pollutant loading shall publish notice for each application in the format provided by Ecology unless Ecology provides a written waiver of the requirement. Such notices shall fulfill the requirements of WAC 173-216-090. These requirements include publishing:
 - 1. The name and address of the applicant and facility/activity to be permitted.
 - 2. A brief description of the activities or operations which result in the discharge.
 - 3. Whether any tentative determination which has been reached with respect to allowing the discharge,
 - 4. The address and phone number of the office of the Director where persons can obtain additional information.
 - 5. The dates of the comment period (which shall be at least 30 days),
 - 6. How and where to submit comments or have any other input into the permitting process, including requesting a public hearing.
- H. Ecology may require the applicant to also mail this notice to persons who have expressed an interest in being notified, to state agencies and local governments with a regulatory interest, and to post the notice on the premises. If the Ecology determines there is sufficient public interest they shall hold a public meeting following the rules of WAC 173-216-100. The director may require users not subject to Ecology permits to provide public notice for a contract, discharge authorization, coverage by local BMPs, food service establishment, or others regulated under authority of this chapter.
- I. Permit terms shall include, wherever applicable, the requirement to apply all known, available, and reasonable methods of prevention, control, and treatment.
- J. All required monitoring data shall be analyzed by a laboratory registered or accredited under the provisions of Chapter 173-50 WAC, except for flow, temperature, settleable solids, conductivity, pH,

turbidity, and internal process control parameters. However, if the laboratory analyzing samples for conductivity, pH, and turbidity must otherwise be accredited, it shall be accredited for these parameters as well.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.240 Local limits.

- A. The director may establish local limits pursuant to 40 CFR 403.5(c).
- B. The following pollutant limits are established to protect against pass through and interference and reflect the application of reasonable treatment technology. No person shall discharge wastewater in excess of the following daily maximum limits if the total mass discharged would exceed that contained in 1,000 gallons at the below limit (see column to the right of each pollutant concentration limit). The director may require flow monitoring or determine appropriate flows to use in making this estimation.
- C. The below limits apply at the point where the wastewater is discharged to the POTW. Ecology may impose mass limits in addition to concentration-based limits.
- D. Users discharging BOD, TSS, or ammonia in excess of the concentration limits by more than the threshold amount must both receive authorization from the director and pay applicable fees (usage, and impact fees) for this loading. Users in excess of this threshold amount shall be subject to the terms of the high strength surcharge program. They shall also be liable for capacity and treatment surcharges assessed by the director under the authority of this chapter up to the "ceiling" loading limit established by written authorization of the director.
- E. Users shall be subject to "instantaneous limits" (as determined by a grab sample) of equal to twice the below "daily maximum" concentrations for any pollutant for which a composite sample is required in a permit. This provision is inapplicable to users without permits, or without the permit requirement to collect a composite sample for the analyte in question.

CONVENTIONAL SURCHARGE POLLUTANT LIMITS

Conc.	Parameter:	Threshold Amount:
300 mg/l	BOD ₅	2.5 lb/d
300 mg/l	total suspended solids	2.5 lb/d
60 mg/l	ammonia	0.5 lb/d

PROTECTION OF SEWER LINE BLOCKAGE

Conc.	Parameter:	Threshold Amount:
300 mg/l	Oil and grease of animal or vegetable origin*	Any amount

*(Or compliance with the BMPs established by the director for food service establishments as an alternative to numerical standards where such BMPs have been established and the user can document compliance with them, such as the grease trap program)

PROTECTION AGAINST CORROSION, PASS THROUGH, & INTERFERENCE

Conc.	Parameter:	Threshold Amount:
50 mg/l	hydrocarbon based oil/grease	Any amount
0.5 mg/l	sulfides (H ₂ S vapor toxicity threshold)	.004 lb/d
50.0 mg/l	sulfates	.004 lb/d
1,000 mg/l	total chloride	8 lb/d
5,000 mg/l	total dissolved solids	40 lb/d
1,000 mg/l	total organic solvents (incl. alcohols)	8 lb/d
5.0 su	Minimum pH in Standard Units	
11.0 su	Maximum pH in Standard Units	
10% reduction in effluent UV transmissivity (per cm at 254 nm wavelength)		
10% decrease in the maximum effluent concentration which has no observable detrimental effect (NOEC) in any whole effluent toxicity test.		

- F. The director may use contracts to establish ceiling limits, monitoring and reporting requirements, and charges applicable to the discharge of compatible pollutants to the POTW.
- G. The director may establish and require BMPs for any category of user or type of industrial process which creates a non-domestic waste stream for which Ecology has declined to issue an individual permit. Such requirements may be applied either in lieu of or in addition to the local limits of SMC 13.08.240. BMPs may also include alternative limits which may be applied at the end of a specific process or treatment step instead of at the combined effluent. Such BMPs shall be superseded by an Ecology permit should one be issued.
- H. The construction, maintenance and performance standard of any pretreatment facility must comply with current applicable codes, especially SMC 17.25.110 C(1)(b) regarding the emission of offensive odors.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.250 City's right of revision.

The city reserves the right to establish, by ordinance or in wastewater discharge permits, more stringent standards or requirements on discharges to the POTW.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.260 Dilution.

No user shall ever increase the use of process water, or in any way attempt to dilute a discharge, as a partial or complete substitute for adequate treatment to achieve compliance with a discharge limit unless expressly authorized by an applicable pretreatment standard or requirement. The director may impose mass limitations on users where deemed appropriate to safeguard against the use of dilution to meet applicable pretreatment standards or requirements, or in other cases when the imposition of mass limitations is appropriate.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.270 Grease, oil and sand traps/interceptors—Requirements.

- A. Grease, oil and sand traps/interceptors, or GRD's (grease removal devices) shall be provided, when, in the opinion of the director, they are necessary for the proper handling of liquid wastes containing grease in excessive amount, or any flammable wastes, sand and other harmful ingredients, except that such GRD's shall not be required for private living quarters. This includes all food service establishments, beverage providers, and food trucks or trailers that are connected to a public sewer. All GRD's shall be of a type and capacity approved by the director and shall be located so as to be readily and easily accessible for cleaning and inspection, and shall be maintained by the owner, at his expense, in continuously efficient operation at all times.
- B. Non-compliance is described as when F.O.G. accumulation reaches 25 percent of the capacity of the GRD, or when F.O.G. is witnessed leaving the device.
- C. Fines for non-compliance may be imposed if there is a failure to properly maintain the GRD.
 - 1. First violation—\$150.00
 - 2. Second violation—\$350.00
 - 3. Third violation—\$700.00
 - 4. Fourth and every additional violation—\$1,400.00
- D. In addition to the fines imposed, a business that violates the requirements of the FOG program twice in twelve consecutive months, will be moved to the next highest BOD strength category as defined in the wastewater rate ordinance. The business will stay in that category until they receive two consecutive passing inspections.
- E. If a business violates three times within twelve consecutive months, they will be moved up two BOD strength categories. The business will stay in that category until they receive three consecutive passing inspections.
- F. If a business violates four times within twelve consecutive months, they will be moved to the highest BOD strength category. The business will stay in that category until they receive four consecutive passing inspections.

(Ord. No. 1119, § 1(Exh. A), 4-19-2018; Ord. No. 1140, §1(Exh. A), 3-21-2019)

13.08.280 Establishment of the preferred pumper program.

The preferred pumper program consists of companies that are approved by the city of Stevenson for grease trap/interceptor maintenance. These companies will come to your establishment on a regular schedule, clean your grease trap, then send a report to the city for verification of maintenance. If you decide to use a preferred pumper, the city inspector will only visit your facility once per year, if you prefer to self-clean your GRD, then a city inspector will visit your facility a minimum of four times per year.

(Ord. No. 1140, § 2(Exh. B), 3-21-1019)

13.08.310 Pretreatment facilities.

Users shall provide wastewater treatment as necessary to comply with this chapter and shall achieve compliance with all categorical pretreatment standards, local limits, and the prohibitions set out in SMC 13.08.210 within the time limitations specified by EPA, the state, or the director, whichever is more stringent. Any facilities necessary for compliance shall be provided, operated, and maintained at the user's expense, and satisfy state

requirements for review and approval of plans for wastewater facilities as described in SMC 13.08.230. Such plans (engineering report, plans and specifications, and operation and maintenance manuals) shall be submitted as required by Chapter 173-240 WAC to either the director or the Department of Ecology for review, and users shall obtain and provide the approval to the director prior to construction. The review of such plans and operating procedures shall in no way relieve the user from the responsibility of complying with this chapter, local building codes, or from the requirement to modify such facilities if needed to meet their permit or produce a discharge acceptable to the city under the provisions of this chapter.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.315 Deadline for compliance with applicable pretreatment requirements.

- A. Existing sources covered by one or more categorical pretreatment standards shall comply with such standards within three years of the date the standard is effective unless the pretreatment standard includes a more stringent compliance schedule. Ecology shall establish a final compliance deadline date for any existing user not covered by categorical pretreatment standards or for any categorical user when the local limits for the user are more restrictive than EPA's categorical pretreatment standards.
- B. New sources and new users shall comply with applicable pretreatment standards within the shortest feasible time, but in no case shall time exceed 90 days from the beginning of discharge. Prior to commencing discharge, such users shall install and start-up all pollution control equipment required to meet applicable pretreatment standards.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.320 Additional pretreatment measures.

- A. The director may require users to reduce or curtail certain discharges to the sewer, designate that certain wastewater be discharged only into specific sewers, relocate and/or consolidate points of discharge, separate sewage wastestreams from industrial wastestreams, and take all other measures to protect the POTW and determine the user's compliance with the requirements of this chapter. This includes the curtailment of any device used to dispose of what might otherwise be solid waste down the sewer by grinding.
- B. The director, based on the determination that a device is necessary for implementation of pretreatment requirements, may require any user to install and maintain, on their property and at their expense the following devices:
 - 1. A sample taking facility accessible to the director.
 - 2. A suitable storage and/or flow equalization tank.
 - 3. Grease, oil, and/or grit interceptors.
 - 4. An approved combustible gas detection meter.
 - 5. Flowmeter with 24-hour totalizer.
- C. Users installing any of the above devices shall ensure they are of the type and capacity identified in volume/chapter/section of the Stevenson Engineering Standards or otherwise approved by the director, meet applicable building and plumbing codes, and conform to any separate requirements established by the city. Users shall locate units in areas easily accessible for cleaning and inspection by representatives of the director. Users shall be responsible for all periodic inspection, cleaning, and repair of such devices.

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- D. Retrofit of User Facilities. Users may be required to retrofit facilities which were constructed prior to the adoption of the ordinance codified in this chapter. The requirement to retrofit shall be on a case-by-case basis, as determined by the director for compliance with city, state and federal regulations. The director may require installation of grease interceptors, grease traps or other pretreatment facilities for those facilities that violate discharge prohibitions and supplemental limitations as set forth in this chapter. In all cases, existing food service users that have a Type 1 hood exhaust system shall be required to retrofit with an approved grease trap or interceptor that is sized in accordance with the current Uniform Plumbing Code and its appendices. In deciding whether to require a user to retrofit their facilities, the director shall take into account all relevant circumstances, including but not limited to, the extent of potential harm caused by the discharge, the magnitude and duration of the discharge, economic detriment to the user, corrective actions by the user, the compliance history of the user, and any other relevant factors. Grease interceptor or grease trap size shall be determined in accordance with the Uniform Plumbing Code and any other requirements by the city as set forth herein at the time the user is notified that facility modifications are required. Sizing of grease traps or interceptors will be reviewed and may be modified at the request of the local sewer jurisdiction. All costs incurred in retrofitting a user's facility shall be the sole responsibility of the user.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.330 Accidental discharge/slug discharge control plans.

The director may require any User to develop and implement an accidental discharge/slug discharge control plan and take other actions the director believes are necessary to control discharges which may be caused by spills or periodic non-routine activities. Where a user has an Ecology permit that requires such a plan, the user shall provide a copy to the director and notify the director as well as Ecology of any discharge required to be reported by that plan. Accidental discharge/slug discharge control plans shall include at least the following:

- A. A description of all discharge practices, including any non-routine batch discharges such as from cleaning, replenishment, or disposal;
- B. A description of all stored chemicals, disclosing all ingredients in formulations which could violate a discharge prohibition if discharged to the sewer;
- C. The procedures for immediately notifying the director of any accidental or slug discharge, as required by SMC 13.08.660; and
- D. The procedures that will be taken to prevent the occurrence or adverse impact from any accidental or slug discharge. Such procedures shall address the inspection and maintenance of storage areas, handling and transfer of materials, loading and unloading operations, control of plant site runoff, worker training, building of containment structures or equipment, measures for containing toxic organic pollutants (including solvents), and/or measures and equipment for emergency response.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.340 Public sewer construction—Permit required—Exception.

No person shall construct, extend or connect to any public sewer without first obtaining a written permit from the city and paying all fees and connection charges and furnishing bonds as required in Sections 13.08.080 and 13.08.370. The provisions of this section and Sections 13.08.350 through 13.08.390 requiring permits shall not be construed to apply to contractors constructing sewers and appurtenances under contracts awarded and entered into by the city.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.350 Public sewer construction—Permit application requirements.

The application for a permit for public sewer construction shall be accompanied by complete plans, profiles and specifications, complying with all applicable ordinances, rules and regulations of the city, prepared by a registered civil engineer showing all details of the proposed work based on an accurate survey of the ground. The application, together with the plans, profiles and specifications, shall be examined by an authorized representative of the city who shall within ten days approve them as filed or require them to be modified as he may deem necessary.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.360 Public sewer construction—Compliance with standards.

All sewer work plans, specifications and construction procedure shall conform to city standards and regulations. These standards will be as contained in the contract documents for the construction of the sewage collection and treatment facilities for the city, dated January, 1971, or any standard and regulation that the city shall subsequently adopt.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.370 Public sewer construction—Bond requirements.

Prior to issuance of a permit for public sewer construction, the applicant shall furnish to the city a performance bond, or cash deposit in the amount of the total estimated cost of the work. Such performance bond, or cash deposit, shall be conditioned upon the performance of the terms and conditions of the permit, and, shall guarantee the correction of faulty workmanship and replacement of defective materials for a period of one year from and after the date of acceptance of the work by the city.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.380 Public sewer construction—Reimbursement for certain extensions.

Except as provided, the extension of the public sewerage facilities to serve any parcel or tract of land shall be done by and at the expense of the owner. The size of all sewer mains and other sewerage facilities shall be as required by the city. An installer of a sewer line who is required by the city to lay sewer pipe larger than that required for his own purposes, to accommodate other users, will be reimbursed by the city for the difference in cost between the size of line installed and that which would be required for his own use.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.390 Public sewer construction—Special reimbursement agreements.

Where special conditions exist in the opinion of the city relating to any reimbursement agreement pursuant to the provisions of this chapter, the city may, either in addition to or in lieu of any of the provisions of this chapter, authorize a special reimbursement contract between the city and the person or persons constructing public sewerage facilities. Such special reimbursement agreement shall be made and entered into prior to the issuance of a permit for the work by the city.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.400 Damaging sewer works prohibited.

No person, or persons, shall unlawfully, maliciously, willfully or, as the result of gross negligence on his or their part, break, damage, destroy, uncover, deface or tamper with any structure, facility, appurtenance or equipment which is a part of the sewage works.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.410 Wastewater discharge permit requirement.

- A. No user categorized by the director as a significant industrial user shall discharge wastewater into the POTW without first obtaining an individual wastewater discharge permit or, where applicable, a general permit from Ecology. An existing user newly categorized by the director as a significant industrial user that has filed a timely application pursuant to SMC 13.08.420 with Ecology, and whose application has not been found deficient by Ecology, may continue to discharge unless and until notified otherwise by Ecology or the director.
- B. The director may require all other users to apply for a wastewater discharge permit from Ecology, to provide proof to the director of having made this application, to meet the limits and requirements of this ordinance, or to implement best management practices at the direction of the director to carry out the purposes of this chapter. For example, a wastewater discharge permit may be required solely for flow equalization.
- C. Any failure to complete the required survey form, apply for and obtain a required permit, or violate the terms and conditions of a wastewater discharge permit, contract, local limit or BMP established by this chapter shall be deemed violations of this ordinance and subject the wastewater discharge permittee to the sanctions set out in SMC 13.08.920 through 13.08.946. Obtaining a wastewater discharge permit does not relieve a permittee of its obligation to comply with any other provision of this chapter including enrollment in and payment of surcharges for high strength waste and capacity charges.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.420 Wastewater discharge permitting—Existing connections.

Within 180 days of notice by the city or Ecology that a state waste discharge permit is required for discharge, a user shall submit a state waste discharge permit application to the city for transmittal to Ecology; and by the earliest practicable date, the user shall submit a copy of the permit to the city.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.430 Wastewater discharge permitting—New connections.

Persons wishing to discharge non-domestic wastewater must first complete either a survey form (if they do not expect a permit is needed) or a permit application. Any user identified by the director through the survey as an SIU or otherwise require a state waste discharge permit must file a permit application with Ecology and provide proof of such application to the director. Applications for wastewater discharge permits, in accordance with SMC 13.08.440, must be filed at least 90 days prior to the desired date of discharge, and the discharge permit obtained prior to commencing discharge unless Ecology provides written notification that they do not believe a state waste discharge permit is required.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.440 Wastewater discharge permit application contents.

- A. All users required to obtain a wastewater discharge permit must apply using the form provided by Ecology. Users eligible for coverage under a general permit may request such coverage using an industry specific form if one has been developed (see SMC 13.08.450). Users for which Ecology has declined to issue a permit, but for which the director believed need pretreatment controls, must supply the director the following information that is relevant to the users operation.
1. Identifying information.
 - a. The name and physical address of the facility, the names of the operator/facility manager and owner, and the name and address of the point of contact.
 - b. A description of activities, facilities, and plant production processes on the premises;
 2. A list of any environmental control permits (for example, air emission permits) held by or for the facility.
 3. A description of operations and facilities including:
 - a. A brief description of the operations, average rate of production, and industrial classification (NAICS codes) of the operation(s) conducted on site.
 - b. The number and type of employees and proposed or actual hours of operation.
 - c. The type, amount, rate of production, and process used for each product produced.
 - d. The type and amount of raw materials used (average and maximum rates).
 - e. The raw materials and chemicals to be routinely stored at the facility (including products in rail cars and tank trucks located on site).
 - f. The types of wastes generated on a routine and periodic basis.
 - g. The times and durations when wastes will be discharged.
 - h. A schematic process diagram showing each process step, waste stream, treatment step, internal recycle, and point of discharge to the POTW. This diagram should identify which streams are subject to categorical standards.
 - i. Site plans, floor plans, mechanical and plumbing plans, and details to show all sewers, floor drains, and appurtenances by size, location, and elevation, and all points of discharge.
 - j. The sampling locations and provisions for monitoring discharges.
 - k. Whether plans for wastewater facilities under Chapter 173-240 WAC have been developed, and their approval status (engineering report, plans and specifications, and an operations and maintenance manual).
 4. Flow data. The average daily and maximum daily flow, in gallons per day, to the POTW from each waste stream. Information shall be complete enough to allow use of the combined wastestream formula per SMC 13.08.220(C) (and 40 CFR 403.6(e)) where applicable.
 5. Pollutant data.
 - a. The categorical pretreatment standards applicable to each regulated process.
 - b. The results of sampling and analysis identifying the nature and concentration, (and mass where required by the standard or the Director), of regulated pollutants in the discharge from each regulated process.

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- c. The estimated peak instantaneous, daily maximum, and long-term average discharge concentrations (and mass) based on the sampling results.
6. Sampling data to show samples are:
 - a. Representative of daily operations.
 - b. Taken just downstream from pretreatment facilities if such exist, or just downstream of the regulated process(es) if no pretreatment exists.
 - c. Collected as required by SMC 13.08.691.
 - d. Analyzed according to SMC 13.08.691.
 7. Information confirming BMPs. Where standards specify a BMP or pollution prevention alternative, the user must include the information needed by the director or the applicable standard to determine whether BMPs are (or will be) implemented.
 8. Any requests for a monitoring waiver (or a renewal of an approved monitoring waiver) for a pollutant neither present nor expected to be present in the discharge must include new sampling showing (continued) absence of the pollutant in the raw wastewater and satisfying SMC 13.08.640(B).
 9. Any request to be covered by a general permit shall satisfy SMC 13.08.450 (below).
 10. Any other information deemed necessary by the Director to evaluate the situation and prepare a discharge permit.
- B. Incomplete or inaccurate applications will not be processed and will be returned to the user for revision. The director shall be held harmless for delays caused by returned applications.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.450 General permits.

- A. The director may use general permits to control discharges to the POTW from all users that are not SIUs or otherwise permitted by Ecology. Significant users covered by a general permit will be those that the director finds:
 1. Involve the same or substantially similar types of operations.
 2. Discharge the same types of wastes.
 3. Require the same effluent limitations or BMPs.
 4. Require the same or similar monitoring (or do not require monitoring).
 5. Are more appropriately controlled under a general permit.
 6. Are not subject to production-based standards, mass limits, or require use of the combined wastestream formula to calculate limits.
- B. To be covered by the general permit, the user must file a written request for coverage. The request must identify contact information, the general permit under which coverage is requesting, and whether any activities other than those for which the general permit were developed are generating wastewater at the facility. The user must also identify where any wastes covered by the general permit are discharged. If the general permit allows a monitoring waiver, the applicant must certify they are eligible for the waiver. The user must also provide any other information the director has requested to properly evaluate the situation.

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- C. The director will retain the following for three years after the expiration of the general permit: A copy of the general permit, the fact sheet, each user's request for coverage, and the potw's determination to extend coverage to each user.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.460 Application signatories and certifications.

- A. All survey forms, wastewater discharge permit applications, and user reports must be signed by an authorized representative of the user and contain the certification statement in SMC 13.08.695(A).
- B. Users shall submit a new authorization if the designation of an authorized representative is no longer accurate. This includes when a different individual or position has responsibility for the overall operation of the facility, or overall responsibility for environmental matters for the company. The user must submit the new authorization prior to or with any reports to be signed by the new authorized representative.
- C. A facility determined to be a non-significant categorical industrial user by Ecology pursuant to SMC 13.08.140 (FF)(3) must annually submit the signed certification statement found at SMC 13.08.695(B).

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.470 Wastewater discharge permit decisions.

Any facility identified by the director as potentially being a significant industrial user, must prepare a state waste discharge permit application, obtain the endorsement of the director on that application, and submit this application to Ecology for disposition. The facility shall provide the director any response received from Ecology. The director will determine during this process whether or not to require a contract or impose any other local conditions as authorized by this chapter and may deny or condition any application for a wastewater discharge permit. In addition to conditions imposed by Ecology by letter or permit, the director may require additional safeguards, reports (including plans under Chapter 173-240 WAC), information, or fees for extra strength or capacity as provided for by this chapter.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.510 Wastewater discharge permit duration.

The director may require any discharger to provide a copy of any application or reapplication of a state waste discharge permit whenever such documents are due to Ecology or have been submitted. Where a permit has not been required, or when it does not cover constituents of concern to the POTW, including flow and conventional pollutant strength and loadings, the director may require a discharger to enter into a contract for services stipulating those conditions necessary to protect the POTW and fairly compensate the director for wastewater services being provided to that person.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.520 Wastewater discharge contract contents.

Wastewater discharge contracts will include conditions the director deems reasonably necessary to carry out the goals of the pretreatment program (SMC 13.08.110), federal and state regulations, and the requirements of this chapter.

- A. Wastewater discharge contracts may contain:

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1. The permit issuance date, expiration date, and effective date.
 2. A statement that the wastewater discharge permit is nontransferable without prior notification to the city in accordance with SMC 13.08.550, and provisions for furnishing the new owner or operator with a copy of the existing wastewater discharge permit.
 3. Effluent limits, including best management practices, based on applicable pretreatment standards and requirements to apply AKART (see SMC 13.08.230(I)).
 4. The pollutants to be monitored, and specific monitoring requirements. This includes the sampling location(s), sampling frequencies, and sample types consistent with federal, state, and local law. (See SMC 13.08.230(J)).
 5. Requirements to submit certain reports (as reflected in SMC 13.08.610 through 13.08.695), provide various notifications, keep records, and implement best management practices,
 6. A statement of applicable civil and criminal penalties for violation of pretreatment standards and requirements, and any applicable compliance schedule. Such schedule may not extend the time for compliance beyond that required by applicable federal, state, or local law.
 7. Requirements to control slug discharges, including to develop, update, and implement slug discharge control plans (find required content in SMC 13.08.330) where the director determines such plans are important to preventing accidental, unanticipated, or non-routine discharges.
 8. Any monitoring which has been conditionally waived by the director according to SMC 13.08.640(B) but which automatically applies at any time the requirements of the conditional waiver are not met.
 9. Reapplication or renewal requirements.
- B. Wastewater discharge permits may contain, but need not be limited to, the following conditions:
1. Pretreatment facilities and measures required by SMC 13.08.310, 13.08.320 and 13.08.926.
 2. Limits on the average and/or maximum rate of discharge, time of discharge, and/or requirements for flow regulation and equalization.
 3. Requirements to install pretreatment technology, pollution controls, or to construct appropriate containment devices to reduce, eliminate, or prevent the introduction of pollutants into the treatment works, ground, or stormwater.
 4. Requirements to develop and implement of waste minimization plans to reduce the amount of pollutants discharged to the POTW.
 5. Requirements to pay charges or fees for discharge to the POTW including high strength, impact and capacity charges.
 6. Requirements to install and maintain inspection and sampling facilities and equipment, including flow measurement devices.
 7. Notice that compliance with the wastewater discharge permit does not relieve the permittee of responsibility for compliance with all applicable federal and state pretreatment standards, including those which become effective during the term of the wastewater discharge permit. And
 8. Other conditions as deemed appropriate by the director to ensure compliance with this chapter, and state and federal laws, rules, and regulations.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.530 Contract issuance process.

- A. Public Notice. The director may require users to follow the procedures for public notice found in SMC 13.08.230(G) and 13.08.230(H). The director shall consider and respond to public input as appropriate prior to issuance of a permit. The director will arrange a public meeting if there is sufficient interest, or may use community forums such as council meetings to fulfill the requirements for public involvement.
- B. Permit Appeals. Users must petition Ecology to challenge the terms of any state waste discharge permit. For any contract, users may petition the director to reconsider the terms of a contract at any time after it is signed by the parties. Such a petition will not stay the terms of the contract.
 - 1. In its petition, the appealing party must indicate the wastewater discharge contract provisions objected to, the reasons for this objection, and the alternative condition, if any, it seeks to place in the wastewater discharge contract.
 - 2. If the director fails to act within 30 days, a request for reconsideration shall be deemed to be denied. Decisions as to whether to require an Ecology permit as a condition of discharge, or to require a wastewater discharge contract, to reconsider a wastewater discharge contract, or to modify a wastewater discharge contract shall be considered final administrative actions for purposes of judicial review.
 - 3. Aggrieved parties seeking judicial review of the final administrative wastewater discharge contract decision must do so by filing a complaint with the Superior Court of Skamania County within 30 days from the date of the later of Ecology or the director's decision or Ecology or the director's response to a request for reconsideration.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.540 Wastewater discharge permit modification.

The director may require the user to apply to Ecology for a modification to its wastewater discharge permit for good cause, including, but not limited to, the following reasons:

- A. To incorporate any new or revised federal, state, or local pretreatment standards or requirements including new or revised local limits.
- B. To address new or changed operations, processes, production rates, waste streams, or changes in water volume or character.
- C. To reflect conditions at the POTW requiring an authorized discharge to be reduced or curtailed. Such requirements may be either temporary or permanent.
- D. Based on information indicating that a permitted discharge poses a threat to the city's POTW or staff, the receiving waters, or to violate a prohibition of this chapter.
- E. To address violations of any terms or conditions of the wastewater discharge permit;
- F. To address misrepresentations or failure to fully disclose all relevant facts in the wastewater discharge permit application or in any required report.
- G. To incorporate revisions based on a variance from categorical pretreatment standards approved pursuant to 40 CFR 403.13.
- H. To correct typographical or other errors in the wastewater discharge permit.

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- I. To reflect a transfer of the facility ownership or operation to a new owner or operator as required under SMC 13.08.550.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.550 Wastewater discharge permit transfer.

Wastewater discharge permits may be transferred by Ecology to a new owner or operator consistent with the process described in the permit, and subject to at least 30 days advance notice to the director and the director approves the wastewater discharge permit transfer. Where the permittee also has a contract with the director, they must negotiate that contract at this time. Failure to provide advance notice of a transfer renders the wastewater discharge contract void as of the date of facility transfer. The notice to the director must include a written certification by the new owner or operator which:

- A. States that the new owner and/or operator have no immediate intent to change the facility's operations and processes.
- B. Identifies the specific date on which the transfer is to occur. And
- C. Acknowledges full responsibility for complying with the existing wastewater discharge contract, and willingness to enter into such contract under the same terms.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.560 Wastewater discharge permit revocation.

The director may revoke and require renegotiation of a wastewater discharge contract for good cause, including, but not limited to, when a user has:

- A. Failed to notify the director of significant changes to the wastewater prior to the changed discharge.
- B. Failed to provide prior notification to the director of changed conditions pursuant to SMC 13.08.650.
- C. Misrepresented or failed to fully disclose all relevant facts in the wastewater discharge permit application.
- D. Falsified self-monitoring reports or tampered with monitoring equipment.
- E. Refused to allow the Director timely access to the facility premises and records.
- F. Failed to meet effluent limitations or permit conditions.
- G. Failed to pay applicable fines or sewer charges.
- H. Failed to meet compliance schedule deadline dates.
- I. Failed to complete a wastewater survey or wastewater discharge permit application.
- J. Failed to provide advance notice of the transfer of business ownership.
- K. Violated any pretreatment standard or requirement, or any terms of the wastewater discharge permit or this chapter.
- L. Ceased operations; or
- M. Transferred business ownership.

Wastewater discharge contracts issued to a user are void upon the issuance of a new wastewater discharge contract to that user.

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(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.570 Wastewater discharge contract extension or reissuance.

A user with an expiring wastewater discharge contract shall apply for a new or revised wastewater discharge contract by submitting a complete permit application, in accordance with SMC 13.08.450, a minimum of 90 days prior to the expiration of the user's existing wastewater discharge contract.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.610 Baseline monitoring reports.

- A. Users subject to categorical standards who must submit a "baseline monitoring report" to Ecology must submit a duplicate copy at the same time to the director. This report must contain the information listed in paragraph B, below. Failure to provide this report to the director, or to include the requisite content, shall be a violation of this chapter.
- B. The baseline monitoring report shall include the following information:
1. All information required in SMC 13.08.450(A)(1) through 13.08.450 (A)(7).
 2. Additional conditions for existing sources measuring pollutants.
 - a. Users shall take a minimum of one representative sample to compile the data for the baseline monitoring report.
 - b. Users shall take samples immediately downstream from pretreatment facilities if such exist or immediately downstream from the regulated process if no pretreatment exists. If the user mixes other wastewaters with the regulated wastewater prior to pretreatment, the user must provide the flows and concentrations necessary to apply the combined wastestream formula of SMC 13.08.220(C) and 40 CFR § 403.6(e). Where the user wants an alternate concentration or mass limit, and it is allowed by federal rules at § 403.6(e), the user shall propose the adjusted limit and provide supporting data to the control authority (Ecology or city).
 - c. Sampling and analysis shall be performed in accordance with SMC 13.08.691.
 - d. The director may allow the report to use only historical data if the data is good enough to allow the evaluation of whether (and which) industrial pretreatment measures are needed;
 - e. The baseline report shall indicate the time, date, and place of sampling, methods of analysis. The user shall certify that the sampling and analysis presented is representative of normal work cycles and expected pollutant discharges to the POTW.
 3. Compliance Certification. A statement, reviewed by the user's authorized representative as defined in SMC 13.08.140(C) and certified by a qualified professional, such as a professional engineer indicating whether pretreatment standards are being met on a consistent basis, and, if not, whether additional operation and maintenance (O&M) and/or additional pretreatment steps are required to meet the pretreatment standards and requirements.
 4. Compliance Schedule. While new sources must install the treatment required to meet the pretreatment standards prior to operation, Existing sources may be granted a compliance schedule where they must provide additional pretreatment and/or O&M to meet the pretreatment standards. In such cases, the user shall propose the shortest schedule by which they can provide the additional pretreatment and/or O&M. The completion date which the user proposes in this schedule may not be later than the compliance date established for the applicable pretreatment standard. Any compliance

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schedule authorized pursuant to this section must also meet the requirements set out in SMC 13.08.620.

5. Signature and Report Certification. All baseline monitoring reports must be certified in accordance with SMC 13.08.695(A) and signed by an authorized representative as defined by SMC 13.08.140(C).

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.620 Compliance schedule progress reports.

Where users subject to categorical standards qualify for a compliance schedule, they shall provide this schedule to the director and Ecology. Compliance schedules proposed by Existing Sources according to SMC 13.08.610(C)(4) shall:

- A. Contain progress increments in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the user to meet the applicable pretreatment standards (such events include, but are not limited to, hiring an engineer, completing preliminary and final plans, executing contracts for major components, commencing and completing construction, and beginning and conducting routine operation);
- B. No increment referred to above shall exceed nine months;
- C. The user shall submit a progress report to the Director no later than 14 days following each date in the schedule and the final date of compliance including, as a minimum, whether or not it complied with the increment of progress, the reason for any delay, and, if appropriate, the steps being taken by the user to return to the established schedule; and
- D. In no event shall more than nine months elapse between such progress reports to the director.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.630 Reports on compliance with categorical pretreatment standard deadline.

Both existing sources and new sources must submit a report to the director and Ecology on whether compliance has been initially achieved. For existing sources, the report is due 90 days after the date applicable categorical standards give as the final compliance date. For a new source, the report is due 90 days after starting to discharge to the POTW.

In both cases, the report must contain the information described in SMC 13.08.450(A)(3) through 13.08.450(A)(6). For existing sources, it must also contain the compliance certification of 13.08.610(C)(3) and, if needed, the compliance schedule described in 13.08.610(C)(4). Users subject to equivalent mass or concentration limits, as allowed by SMC 13.08.220, must include a reasonable measure of their long-term production rate. Other users subject to standards based on a unit of production (or other measure of operation) must include their actual production during the sampling period. All compliance reports must be signed and certified in accordance with SMC 13.08.695(A).

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.640 Periodic compliance reports.

- A. The director may require any user to provide duplicate reports as required by Ecology. Where the director develops BMPs for an industry sector, or issues a contract to regulate pollutants not covered by a state waste discharge permit, the director may specify the necessary minimum sampling and reporting frequencies and

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include applicable requirements in contracts or BMPs. Significant industrial users (SIUs), except those recognized as "middle tier" users under SMC 13.08.640(C), must:

1. Report at least twice a year, in June and December unless otherwise specified.
 2. Report the flows and concentrations of regulated pollutants in all discharges subject to pretreatment standards.
 3. Report average and maximum daily flows for the reporting period and identify where flow estimates are used.
 4. Include the documentation needed to show compliance with applicable BMPs, pollution prevention alternatives, maintenance, treatment, or record keeping requirements.
- B. Users must sign and certify all periodic compliance reports in accordance with SMC 13.08.695(A).
- C. Users must take wastewater samples which are representative of their range of discharge conditions and of any discharge not disclosed in their permit application. Users must properly operate, clean, and maintain sampling and flow metering facilities and devices and ensure they function properly. The director may not allow user claims that sampling results are unrepresentative due to a user's failure to meet this requirement.
- D. Users subject to the reporting requirements in this section must report any additional monitoring which might determine compliance with permit requirements. This includes any additional monitoring of regulated pollutant at their respective effluent monitoring locations using procedures prescribed in SMC 13.08.691. In such cases, the results of this monitoring shall be included in periodic monitoring reports.
- E. Users that send electronic (digital) documents to the city to satisfy the requirements of this section must meet all state and federal electronic signature requirements: Electronic data shall be in the format required by the director. The director may also require reporting in both digital and traditional format.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.650 Reports of changed conditions.

Each user must notify the director of any significant changes to the user's operations or system which might alter the nature, quality, or volume of its wastewater from that described in either an industrial user survey form, state waste discharge permit application, or by written correspondence to the city. This notification must be made at least 30 days before the desired change and be sent to both the director and Ecology. In such cases:

- A. Either Ecology or the director may require the user to submit whatever information is needed to evaluate the changed condition. The director may also require a new or revised wastewater discharge permit application under SMC 13.08.450.
- B. The director may issue, reissue, or modify a wastewater discharge contract applying the procedures of SMC 13.08.510 through 13.08.570 in response to a user's notice under this section.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.660 Reports of potential problems.

- A. Any user which has any unusual discharge that could cause problems to the POTW must immediately notify the director by telephone of the discharge. This notification shall include the location of the discharge, type of waste, concentration and volume, if known, and corrective actions taken by the user to control and curtail the discharge. Such notification does not authorize the discharge, and all reasonable steps to halt or prevent the discharge must be made. However, failure to make such notification is a separate and distinct violation of

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this chapter from the discharge itself. Such discharges may include spills, slug loads, accidental discharges, or other discharges of a non-routine, episodic nature. Problems to the POTW which require reporting under this section include violating pretreatment prohibitions, treatment standards, or other requirements of SMC 13.08.210 through 13.08.260 such as vapor toxicity and explosivity limits, or cause interference with the collection system or treatment works, or pass through the POTW.

- B. Within five days following such discharge, the user shall submit a detailed written report describing the cause(s) of the discharge and the measures to be taken by the user to prevent similar future occurrences. Such notification shall not relieve the user of any expense, loss, damage, or other liability which may be incurred as a result of damage to the POTW, natural resources, or any other damage to person or property; nor shall such notification relieve the user of any fines, penalties, or other liability which may be imposed pursuant to this chapter.
- C. Regardless of whether the user has been required to submit a slug discharge control plan (per SMC 13.08.330), all users required to have a contract or permit shall post notice in a prominent location advising employees who to call at City Hall to inform the director of a potential problem discharge (13.08.660(A)). Users shall ensure that all employees who may cause or witness such a discharge are advised of the emergency notification procedures.
- D. All users must immediately notify the Director of any changes at their facility which might increase their potential for a slug discharge. This includes increasing the volume of materials stored or located on site which, if discharged to the POTW, would cause problems. Users required to prepare a slug discharge control plan under SMC 13.08.330 shall also modify their plans to include the new conditions prior to, or within two days after making such changes.
- E. These requirements apply in addition to any requirements of an Ecology permit.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.670 Reports from unpermitted users.

All users not required to obtain a wastewater discharge permit or general permit shall provide appropriate reports to the director as the director may require. This includes periodically completing and signing industrial user surveys or certifying compliance with the requirements of any BMP program or grease remediation program.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.680 Notice of violation/repeat sampling and reporting.

If sampling performed by a user by either an Ecology permit or city contract indicates a violation, the user must notify the director within 24 hours of becoming aware of the violation. The user shall also repeat the sampling and analysis and submit the results of the repeat analysis to the director within 30 days after becoming aware of the violation. The director may waive the repeat sampling requirement where the city has sampled the effluent for the pollutant in question prior to the user obtaining sampling results.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.690 Notification of the discharge of hazardous waste.

- A. Any user who discharges any substance which, if otherwise disposed of, would be a hazardous waste under 40 CFR part 261, or Chapter 173-303 WAC must also comply with the following requirements:

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1. Notify the director, Ecology's permit contact, the EPA regional waste management division director, and state hazardous waste authorities, in writing, of the discharge. Maintain a copy of this notification and include it in all subsequent permit application or re-applications under this chapter.
 2. Include the following information in the notification:
 - a. The name of the hazardous waste as found in 40 CFR Part 261,
 - b. The EPA hazardous waste number,
 - c. The type of discharge (continuous, batch, or other).
 3. If the discharge totals more than 220 pounds in any month, also provide:
 - a. The hazardous constituents contained in the wastes;
 - b. An estimate of the mass and concentration of hazardous constituents in the wastestream discharged during that calendar month; and
 - c. An estimate of the mass of constituents in the wastestream expected to be discharged during the following 12 months.
 4. This notice shall be repeated for new or increased discharges of substances subject to this reporting requirement.
 5. All notifications must take place prior to discharging a substance for which these reporting requirements apply. If this is not possible, the notice must be provided as soon after discharge as practical and describe why prior notice was not possible.
 6. Users must provide notifications under this paragraph only once to EPA and the State for each hazardous waste discharged. However, all of the information of these notices shall be repeated in each new permit application submitted under this chapter.
 7. This requirement does not relieve the user from requirements to provide other notifications, such as of changed conditions under SMC 13.08.650, or applicable permit conditions, permit application requirements, and prohibitions.
 8. The notification requirements in this section do not apply to pollutants for which routine monitoring and reporting is required in a permit under this chapter.
- B. Users must report all discharges of more than 33 pounds per month of substances which, if otherwise disposed of, would be hazardous wastes. Users must also report any discharge of acutely hazardous wastes as specified in 40 CFR 261.30(d) and 261.33(e). Subsequent months during which the user discharges more of a hazardous waste for which notice has already been provided do not require another notification to EPA or the state, but must be reported to the director.
- C. If new regulations under RCRA describe additional hazardous characteristics or substances as a hazardous waste, the User must provide notifications under paragraphs A, if required by paragraph B within 90 days of the effective date of such regulations.
- D. For any notification made under this section, the user shall certify that it has a program in place to reduce the volume and toxicity of hazardous wastes generated to the degree it has determined to be economically practical and shall describe that program and reductions obtained through its implementation.
- E. This provision does not create a right to discharge any substance not otherwise permitted to be discharged by this ordinance, a contract issued thereunder, an Ecology issued permit, or any applicable federal or state law.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.691 Sampling—Analytical requirements and collection protocols.

- A. All pollutant sampling and analyses required under this ordinance shall conform to the most current version of 40 CFR Part 136, unless otherwise specified in an applicable categorical pretreatment standard. If 40 CFR Part 136 does not contain sampling or analytical techniques for a pollutant, or the director determines that the Part 136 sampling and analytical techniques are inconsistent with the goal of the sampling, the Director may specify an analytical method. If neither case applies, Users shall use validated analytical methods or applicable sampling and analytical procedures approved by EPA.
- B. Sampling and analysis reports performed by the director will be supplied to the user. The user may dispute the accuracy of the sample and provide an alternative sampling report within 21 days of receipt of the city's findings. If no alternative sample is provided within the 21-day period, it shall constitute an acknowledgement by the user that the sampling and analysis performed by the director is a valid representation of the pollutants in their wastewater.
- C. Users must ensure all samples they collect to satisfy sampling requirements under this chapter are representative of the range of conditions occurring during the reporting period. Users must also ensure that, when specified, samples are collected during the specific period.
 - 1. Users must use properly cleaned sample containers appropriate for the sample analysis and sample collection and preservation protocols specified in 40 CFR Part 136 and appropriate EPA guidance.
 - 2. Users must obtain samples for oil and grease, temperature, pH, cyanide, total phenols, sulfides, and volatile organic compounds using grab collection techniques.
 - 3. For certain pollutants, Users may composite multiple grab samples taken over a 24-hour period. Users may composite grab samples for cyanide, total phenols, and sulfides either in the laboratory or in the field, and may composite grab samples for volatile organics and oil & grease in the laboratory prior to analysis.
 - 4. For all other pollutants, users must employ 24-hour time-proportional composite samplers unless the director authorizes or requires an alternative sample collection method.
 - 5. The director may authorize composite samples for parameters unaffected by the compositing procedures, as appropriate.
 - 6. The director may require grab samples either in lieu of or in addition to composite sampling to show compliance with instantaneous discharge limits.
 - 7. In all cases, users must take care to ensure the samples are representative of their wastewater discharges.
 - 8. Users sampling to complete baseline monitoring and 90-day compliance reports required by SMC 13.08.610 and 13.08.630, must satisfy some specific requirements. These reports require at least four grab samples for pH, cyanide, total phenols, oil and grease, sulfide and volatile organic compounds. Users may composite samples prior to analysis if allowed in 13.08.691(C)(3). Where historical sampling data exists; the Director may also authorize fewer samples.
 - 9. For periodic monitoring reports, (SMC 13.08.640), the director may specify the number of grab samples necessary to assess and assure compliance with applicable pretreatment standards and requirements.
 - 10. The user shall record instantaneous and 24-hour flow (from totalizer) at the time each sample is collected, and provide said flow information to the director. If a flowmeter is not available, the city will use water flow information from their records to determine corresponding load (in pounds per day).

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.693 Date of receipt of reports.

The director will credit written reports as having been submitted on the date of the post mark when mailed through the United States Postal Service. Reports delivered in any other manner will be credited as having been submitted on the business day received.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.694 Record keeping.

Users subject to reporting requirements of this chapter shall retain the below records for all monitoring required by this ordinance and for any additional monitoring which could be used to satisfy minimum monitoring requirements. Users must make these records available for inspection and copying at the location of the discharge. Users must similarly maintain documentation associated with any best management practices required under authority of SMC 13.08.240(C). Monitoring records shall include at least:

- A. The time, date, and place of sampling;
- B. The sampling and preservation methods used;
- C. The person taking the sample, and persons with control of the sample prior to analysis;
- D. The person performing the analyses and the date the analysis was completed;
- E. The analytical techniques or methods used; and
- F. The results of analysis.

Users are encouraged to retain quality control and quality assurance information provided by the laboratory and submit this information in routine reporting. This information also has value in the event that the sample data is called into question. For analytes for which Washington State requires use of a certified/accredited laboratory, Users must maintain the scope of accreditation for laboratories performing any analyses for them.

Users shall maintain the above records for at least three years, until any litigation concerning the user or the city is complete, or for longer periods when the user has been specifically notified of a longer retention period by the director.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.695 Certification statements.

- A. The following certification statement must be signed by an authorized representative as defined by SMC 13.08.140(C) and included when submitting:
 - 1. An industrial user survey or update to a survey to reflect changed conditions.
 - 2. A permit (re-)application in accordance with SMC 13.08.460;
 - 3. A dispute of any city-provided sample performed under SMC 13.08.691,
 - 4. A baseline monitoring report under SMC 13.08.610(B)(5),
 - 5. A report on compliance with the categorical pretreatment standard deadlines under SMC 13.08.630;
 - 6. A periodic compliance report required by SMC 13.08.640 (A)—(D), or
 - 7. An initial request to forego sampling of a pollutant based on SMC 13.08.640(B)(4)

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

- B. Certification of Pollutants Not Present. Users that have an approved monitoring waiver based on SMC 13.08.640(B) must also include the following certification statement in each report. This statement certifies that there has been no increase in the pollutant in its wastestream due to activities of the user:

"Based on my inquiry of the person or persons directly responsible for managing compliance with the Pretreatment Standard for 40 CFR _____ [specify applicable National Pretreatment Standard part(s)], I certify that, to the best of my knowledge and belief, there has been no increase in the level of _____ [list pollutant(s)] in the wastewaters due to activities at the facility since filing of the last periodic report under SMC 13.08A.640(A)."

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.710 Right of entry—Inspection and sampling.

The director shall have the right to enter the premises of any user to determine whether the user is complying with all requirements of this ordinance and any wastewater discharge permit or order issued hereunder. users shall allow the director ready access to all parts of the premises for the purposes of inspection, sampling, records examination and copying, and the performance of any additional duties.

- A. Where a user has security measures in force which require proper identification and clearance before entry into its premises, the User shall make necessary arrangements with its security guards so that, upon presentation of suitable identification, the director will be permitted to enter without delay for the purposes of performing specific responsibilities.
- B. The director shall have the right to set up on the user's property, or require installation of, such devices as are necessary to conduct sampling and/or metering of the user's operations.
- C. Users shall provide full access to the director to use any monitoring facilities and utilities available or required in accordance with SMC 13.08.310 and 13.08.320 (B) and (C) to confirm that the standards or treatment required for discharge to the sewer are being met.
- D. Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the user at the written or verbal request of the director and shall not be replaced. The costs of clearing such access shall be borne by the user.
- E. Any unreasonable delay in allowing the director full access to the user's premises and wastewater operations shall be a violation of this chapter.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.720 Search warrants.

The director may seek issuance of a search warrant from the Skamania County Superior Court. Such warrants may be secured when:

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- A. The director has been refused access or is unable to locate a representative who can authorize access to a building, structure, or property, or any part thereof, and has probable cause that a violation of this chapter is occurring on the premises;
 - B. The director has been denied access to inspect and/or sample as part of a routine inspection and sampling program of the city designed to verify compliance with this chapter or any permit or order issued hereunder; or
 - C. The director has cause to believe there is imminent endangerment of the overall public health, safety and welfare of the community by an activity on the premises.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.810 Confidential information.

Generally, information submitted to demonstrate compliance with pretreatment standards and requirements will be freely available to the public. Users may have certain information, however, withheld as confidential if the following process is followed.

- A. When a user submits information to the director, or provides information to inspectors, Users may request that specific information be maintained as confidential. Users must promptly identify the specific information in writing, and describe why the release would divulge information, processes, or methods of production entitled to protection as trade secrets or confidential business information under applicable state or federal laws.
- B. The director shall review and approve or deny such requests. When approved, the information shall not be available as public records and shall be marked confidential.
- C. All other information submitted to the director and obtained from the director's oversight shall be available to the public subject to the city records review policy.
- D. Information held as confidential may not be withheld from governmental agencies for uses related to the NPDES program or pretreatment program, or in enforcement proceedings involving the person furnishing the report.
- E. Federal rules prevent wastewater constituents and characteristics and other effluent data, as defined by 40 CFR 2.302 from being recognized as confidential information.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.910 Publication of users in significant noncompliance.

- A. Publishing: The director must annually publish a list of the users which, at any time during the previous 12 months, were in significant noncompliance with applicable pretreatment standards and requirements. The list will be published in a newspaper of general circulation that provides meaningful public notice within the jurisdictions served by the POTW.
- B. Definition: The term significant noncompliance means:
 - 1. Any violation of a pretreatment standard or requirement including numerical limits, narrative standards, and prohibitions, that the director determines has caused, alone or in combination with other discharges, interference or pass through, including endangering the health of POTW personnel or the general public.

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2. Any discharge of a pollutant that has caused imminent endangerment to the public or to the environment, including risk of noncompliance with city's NPDES permit, or has resulted in the director's exercise of its emergency authority to halt or prevent such a discharge.
 3. Any violation(s), including of best management practices, which the director determines will adversely affect the operation or implementation of the local pretreatment program.
 4. Chronic violations of wastewater discharge limits, defined here as those in which 66 percent or more of all of the measurements taken for the same pollutant parameter taken during a rolling six-month period exceed, by any magnitude, a numeric pretreatment standard or requirement, including instantaneous limits of SMC 13.08.210 through 13.08.260.
 5. Technical Review Criteria (TRC) violations, defined here as those in which 33 percent or more of wastewater measurements taken for each pollutant parameter during a rolling six-month period equal or exceed the product of the numeric pretreatment standard or requirement, (including instantaneous limits, as defined by SMC 13.08.210 through 13.08.260), multiplied by the applicable criteria. Applicable criteria are 1.4 for BOD, TSS, fats, oils and grease, and 1.2 for all other pollutants except pH.
 6. Failure to meet, within 90 days of the scheduled date, a compliance schedule milestone contained in a wastewater discharge permit or enforcement order for starting construction, completing construction, or attaining final compliance.
 7. Failure to provide any required report within 45 calendar days after the due date. This includes initial and periodic monitoring reports, and reports on initial compliance and on meeting compliance schedules.
 8. Failure to accurately report noncompliance.
- C. Applicability: The criteria in paragraphs 1—3 above are applicable to all users, whereas the criteria in paragraphs 4—8 are only applicable to SIUs.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.920 Administrative enforcement remedies.

In administering the city pretreatment program, the director is obliged to follow the city pretreatment program's approved procedures. In response to non-compliance with any requirement of this chapter, the director shall apply its enforcement response plan, which is a part of these approved procedures. This plan ensures that the application of remedies provided for in SMC 13.08.920 through 13.08.946 is appropriate to the violation, and consistent with the treatment of other users. Any person may review or obtain a copy (for a nominal charge) of the enforcement response plan by contacting the director or city.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.921 Notification of violation.

The director may serve a written notice of violation on any user that the director finds has violated any provision of this chapter, including terms or requirements of a permit, order, or a pretreatment standard or requirement. In all cases in this chapter, a continuation of a violation of a provision of this chapter is a "violation." Users shall, in response to a notice of violation, provide the director a written explanation of the violation, its cause, and a corrective action plan within thirty (30) days of the receiving this notice. Users submitting plans to correct noncompliance must include the specific actions they will take to correct ongoing and prevent future violations at the soonest practicable date. The director's acceptance of a plan does not relieve a user of liability for

any violations. The director may also take any action, including emergency actions or any other enforcement action, without first issuing a notice of violation.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.922 Show cause hearing.

The director may propose actions in response to a violation of any provision of this ordinance, including a provision of a permit, order, or a pretreatment standard or requirement. The director may order a user in violation to appear at a date, time, and location set by the director to show why the proposed enforcement action should not be taken. The director will notify the user of the violation, the proposed action, the rationale, and the users rights and obligations to provide evidence why the proposed enforcement action should not be taken, and to provide its support for any alternative it proposes at this meeting. This notification shall be served personally or by registered or certified mail (return receipt requested) at least 20 days prior to the hearing. Such notice may be served on any authorized representative of the user as defined in SMC 13.08.140(C). A show cause hearing shall not be a bar against, or prerequisite for, taking any other action against the user.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.923 Administrative orders.

- A. Consent Orders. The director may enter into a consent order or other voluntary agreement to memorialize agreements with users violating any requirement of this chapter. Such agreements must include the specific action(s) required and date(s) they are to be completed to correct the noncompliance. Such documents must be constructed in a judicially enforceable manner, and have the same force and effect as administrative orders issued pursuant to this section.
- B. Compliance Orders. The director may issue a compliance order to any user which has violated any provision of this chapter including a requirement of a permit, order, or a pretreatment standard or requirement. The compliance order may direct that the user come into compliance within a specified time, install and properly operate adequate treatment facilities or devices, or take such measures as the Director finds are reasonably necessary. These measures may include additional self-monitoring and management practices designed to minimize the amount of pollutants discharged to the sewer. A compliance order may not extend the deadline for compliance established for a pretreatment standard or requirement, or relieve a user of liability for any violation, including a continuing violation. If the user does not come into compliance within the time provided, sewer service may be discontinued. Issuance of a compliance order shall not be a bar against, or a prerequisite for, taking any other action against the user.
- C. Cease and Desist Orders. When the director finds that a user has violated, or continues to violate, any provision of this chapter, a wastewater discharge permit or order issued hereunder, or any other pretreatment standard or requirement, or that the user's past violations are likely to recur, the Director may issue an order to the user directing it to cease and desist all such violations and directing the user to:
 - 1. Immediately comply with all requirements; and
 - 2. Take such appropriate remedial or preventive action as may be needed to properly address a continuing or threatened violation, including halting operations and/or terminating the discharge. Issuance of a cease and desist order shall not be a bar against, or a prerequisite for, taking any other action against the user.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.925 Administrative fines.

- A. When the director finds that a user has violated, or continues to violate, any provision of this chapter, a wastewater discharge permit or order issued hereunder, or any other pretreatment standard or requirement, the Director may fine such user in an amount not to exceed ten thousand dollars. Such fines shall be assessed on a per-violation, per-day basis. In the case of monthly or other long-term average discharge limits, fines shall be assessed for each day during the period of violation.
- B. The director may add the costs of any emergency response, additional monitoring, investigation, and administrative costs related to the noncompliance and the director's response to the situation to the amount of the fine.
- C. The director will consider the economic benefit enjoyed by a user as a result of the noncompliance in cases where there appears to have been a monetary benefit from not complying. In such cases, the director shall ensure that fines, to the maximum amounts allowable, exceed the benefit to the user from the noncompliance.
- D. Unpaid charges, fines, and penalties shall, at 30 calendar days past the due date, be assessed an additional penalty of one percent of the unpaid balance, and interest shall accrue thereafter at a rate of one percent per month. After 30 days the city shall be authorized to file a lien against the user's property for unpaid charges, fines, and penalties.
- E. Users desiring to dispute such fines must file a written request for the Director to reconsider the fine along with full payment of the fine amount within 15 working days of being notified of the fine. Where a request has merit, the director may convene a hearing on the matter. In the event the user's appeal is successful, the director shall rebate the difference between the initial and final penalty amounts to the user.
- F. Issuance of an administrative fine shall not be a bar against, or a prerequisite for, taking any other action against the user.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.926 Emergency discontinuance of service.

- A. The director may immediately and effectively halt or prevent any discharge of pollutants to the POTW which reasonably appear to present an imminent endangerment to the health or welfare of persons. In such cases, the director will provide the user advance notice if possible, but shall not delay a response to imminent endangerment.
- B. The director may halt or prevent any discharge to the POTW which presents or may present an endangerment to the environment, including risk of noncompliance with city's NPDES permit, or which threatens to interfere with the operation of the POTW (including the collection system and pump stations). In such cases, the director shall attempt to provide not only notice to the affected user(s), but the opportunity to respond.
- C. Any user causing the director to exercise the emergency authorities provided for under this section shall be responsible for reimbursement of all related costs to the city.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.927 Emergency suspensions.

The director may immediately suspend a user's discharge (or threatened discharge) when it reasonably appears to present a substantial danger to the health or welfare of persons. In such cases, the director will first provide informal notice to the user. The director may also immediately suspend a user's discharge, after notice and opportunity to respond, that threatens to interfere with the operation of the POTW, or which presents, or may present, a danger to the environment.

- A. Any user notified of a suspension of its discharge shall immediately stop or eliminate its contribution. If a user fails to immediately comply voluntarily with the suspension order, the director may take such steps as deemed necessary to protect the public and its interest in the sewer system. Remedies available to the director include immediately severing the sewer connection, at the users expense, turning off pump stations downstream of the user, and partnering with law enforcement. The director may not allow the user to recommence its discharge until the user has demonstrated to the satisfaction of the director that the situation warranting the suspension has been properly addressed and any proposed Termination proceeding has been resolved.
- B. A user that is responsible, in whole or in part, for any discharge presenting imminent endangerment shall submit a detailed written statement, describing the causes of the harmful contribution and the measures taken to prevent any future occurrence. Users shall submit this report to the director prior to the date of any show cause or termination hearing under SMC 13.08.923 and 13.08.928.

Nothing in this section shall be interpreted as requiring a hearing prior to any emergency suspension under this section.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.928 Termination of discharge.

Any user who violates the following conditions is subject to having the privilege of discharging to the public sewer system withdrawn:

- A. Discharge of non-domestic wastewater without a permit, including:
 - 1. Where the appropriate permit has not been requested;
 - 2. Where the appropriate permit has not yet been issued; or
 - 3. Where the permit has been denied or revoked based on the provisions of SMC 13.08.560 (Permit Revocation).
- B. Violation of permit terms and conditions including:
 - a. Exceeding any permit limit;
 - b. Failing to meet other pretreatment standards or requirements;
 - c. Violating any prohibition; or
 - d. Failing to properly monitor and report discharges or changed conditions.
- C. Refusal of reasonable access to the user's premises for the purpose of inspection, monitoring, or sampling; (whether subject to a permit or not); or
- D. Violation of the pretreatment standards and requirements in SMC 13.08.210 through 13.08.260, including failure to satisfy industrial user survey requirements.

When the director determines this remedy is necessary and appropriate to fulfill the intentions of this chapter, such user will be notified of the proposed termination of its discharge and be offered an opportunity to show cause under SMC 13.08.923 why the proposed action should not be taken. Exercise of this option by the director shall not be a bar to, or a prerequisite for, taking any other action against the user.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.931 Injunctive relief.

The director may seek injunctive relief when a user has violated, or continues to violate a provision of this chapter, including a pretreatment standard or requirement, or a permit or order issued hereunder. In such cases, the director may petition the Superior Court of Skamania County through the city's attorney for the issuance of a temporary or permanent injunction, as appropriate, which restrains or compels the specific performance of the wastewater discharge permit, order, or other requirement imposed by this chapter on activities of the user. The director may also seek such other action as is appropriate for legal and/or equitable relief, including a requirement for the user to conduct environmental remediation. A petition for injunctive relief shall not be a bar against, or a prerequisite for, taking any other action against a user.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.932 Civil penalties.

- A. A user which has violated, or continues to violate a provision of this chapter, including a pretreatment standard or requirement, or a permit or order issued hereunder shall be liable to the city for a maximum civil penalty of \$10,000.00 per violation, per day. In the case of a monthly or other long-term average discharge limit, penalties shall accrue for each day during the period of the violation.
- B. The director may recover reasonable attorneys' fees, court costs, and other expenses associated with any emergency response, enforcement activities, additional monitoring and oversight, and costs of any actual damages to the city.
- C. In determining the amount of civil liability, the court shall take into account all relevant circumstances. The director shall provide the court a recommended civil penalty amount, and its basis. This basis shall address, as available, the extent of harm caused, the magnitude and duration of the violation, any economic benefit gained, the timing of users actions and responses, corrective actions by the user, and the user's compliance history. The director will provide the range of penalty amounts its enforcement response plan suggests if it addresses the situation and provides such guidance. The director will provide any other facts the court requests, or the director believes important for the court to have to render a just determination.
- D. Filing a suit for civil penalties shall not be a bar against, or a prerequisite for, any other action the director may take to resolve noncompliance by a user.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.933 Criminal prosecution.

- A. A user who willfully or negligently violates any provision of this chapter, a wastewater discharge permit, or order issued hereunder, or any other pretreatment standard or requirement shall, upon conviction, be guilty of a misdemeanor, punishable by a fine of not more than \$10,000.00 per violation, per day, or imprisonment for not more than one year, or both.

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- B. A user who willfully or negligently introduces any substance into the POTW which causes personal injury or property damage shall, upon conviction, be guilty of a misdemeanor and be subject to a penalty of at least \$1,000.00 or be subject to imprisonment for not more than one year, or both. This penalty shall be in addition to any other criminal charges or judicial remedies, including remedies for causing personal injury, endangerment, or destruction of public property available under state law.
 - C. A user who knowingly makes any false statements, representations, or certifications in any application, record, report, plan, or other documentation filed, or required to be maintained, pursuant to this chapter, wastewater discharge permit, or order issued hereunder, or who falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required under this chapter shall, upon conviction, be punished by a fine of not more than \$1,000.00 per violation, per day, or imprisonment for not more than one year, or both.
 - D. In the event of a second conviction, a user shall be punished by a fine of not more than \$1,000.00 per violation, per day, or imprisonment for not more than one year, or both.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.934 Remedies nonexclusive.

The remedies provided for in this chapter are not exclusive. The director may take any, all, or any combination of these actions against a noncompliant user. Enforcement of pretreatment violations will generally be in accordance with the city's enforcement response plan. However, the director may take other action against any user when the circumstances warrant. Further, the director is empowered to take more than one enforcement action against any noncompliant user.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.941 Penalties for late reports.

The director may assess a penalty of \$50.00 to any user for each day that a report required by this chapter, a permit or order issued hereunder is late. Penalties accrue beginning the fifth day after the report is due. The director's actions to collect late reporting penalties shall not limit the director's authority to initiate any other enforcement action.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.942 Performance bonds.

The director may require a satisfactory bond, payable to the city, in a sum not to exceed a value determined by the director as necessary to assure the User will achieve consistent compliance with this chapter. The Director may require this bond as an enforcement response or as a prerequisite to issue or reissue a wastewater discharge permit. Any user who has failed to comply with any provision of this chapter, a previous permit or order issued hereunder, or any other pretreatment standard or requirement may be subject to this requirement. This bond may also be required of any category of user which has led to public burdens in the past regardless of the compliance history of the particular user. The city may use this bond to pay any fees, costs, or penalties assessed to the User whenever the Users account is in arrears for over 30 days. This includes the costs of cleanup of the site if the user goes out of business, sells the business to a person that does not first assume the bond, or goes bankrupt. Users may petition the director to convert their performance bond to a requirement to provide liability insurance, or to forego any such safeguard based on their performance. User may petition no more frequently than once in any twelve-month period.

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(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.943 Liability insurance.

The director may require any user to provide insurance if they previously failed to comply with any provision of this ordinance, a previous permit, or order issued hereunder, or any other pretreatment standard or requirement. The director may also require users in businesses which historically have left a public burden to clean up pollution to obtain this insurance, regardless of their compliance history. In such cases, Users must provide proof that the insurance is sufficient to cover any liabilities incurred under this chapter, including the cost of damages to the POTW and the environment caused by the user. The director may require users to provide the proof of such insurance either in response to non-compliance or prior to issuing or reissuing a wastewater discharge permit.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.944 Payment of outstanding fees and penalties.

The director may decline to issue or reissue a wastewater discharge permit to any user who has failed to pay any outstanding fees, fines or penalties incurred as a result of any provision of this chapter, a previous permit or order issued hereunder.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.945 Water supply severance.

The director may order water service to a user severed whenever a user has violated or continues to violate any provision of this chapter, a permit, or order issued hereunder, or any other pretreatment standard or requirement. Users wishing to restore their service must first demonstrate their ability to comply with this ordinance and pay the related costs of this action.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.946 Public nuisances.

A violation of any provision of this chapter or a permit or order issued hereunder, or any other pretreatment standard or requirement, is hereby declared a public nuisance and shall be corrected or abated as directed by the director. Any person(s) creating a public nuisance shall be subject to the provisions of SMC 8.60 governing such nuisances, including reimbursing the city for any costs incurred in removing, abating, or remedying said nuisance.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.951 Upset.

- A. For the purposes of this section, "upset" means an exceptional incident in which there is unintentional and temporary noncompliance with categorical pretreatment standards because of factors beyond the reasonable control of the user. An upset does not include noncompliance to the extent caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventive maintenance, or careless or improper operation.

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- B. An upset shall constitute an affirmative defense to punitive actions in response to noncompliance with categorical pretreatment standards (SMC 13.08.220 and SMC 13.08.230), but not local limits (SMC 13.08.240) when the requirements of paragraph (C), below, must be met.
 - C. A user who wishes to establish the affirmative defense of upset shall demonstrate, through properly signed, contemporaneous operating logs, or other relevant evidence that:
 - 1. An upset occurred and the user can identify the cause(s) of the upset.
 - 2. The facility was at the time being operated in a prudent and workman-like manner and was in compliance with applicable operation and maintenance procedures.
 - 3. Where the upset involved reduction, loss, or failure of its treatment facility (e.g. a power failure), the User controlled production of all discharges to the extent necessary to maintain compliance with categorical pretreatment standards until the facility was restored or an alternative method of treatment was provided.
 - 4. The user submitted the following information to the director within 24 hours of becoming aware of the upset. When initially provided orally, the User must have provided a written report within five days:
 - a. A description of the indirect discharge and cause of noncompliance;
 - b. The period of noncompliance, including exact dates and times or, if not corrected, the anticipated time the noncompliance is expected to continue; and
 - c. Steps being taken and/or planned to reduce, eliminate, and prevent recurrence of the noncompliance.
 - D. In any enforcement proceeding, the user seeking to establish the occurrence of an upset shall have the burden of proof.
 - E. Users will have the opportunity for a judicial determination on any claim of upset only in an enforcement action brought for noncompliance with categorical pretreatment standards.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.952 Prohibited discharge standards.

A user will have an affirmative defense to an enforcement action brought against it for noncompliance with the prohibitions in SMC 13.08.210(A), and 13.08.210(B)(3)—(7) in certain cases. The user must be able to prove that it did not know, or have reason to know, that its discharge, alone or in conjunction with discharges from other sources, would cause pass through or interference and that either:

- A. A local limit exists for each pollutant discharged and the user was in compliance with each limit directly prior to, and during, the pass through or interference; or
- B. No local limit exists, but the discharge did not change substantially in nature or constituents from the User's prior discharge when the city was regularly in compliance with its NPDES permit, and in the case of interference, was in compliance with applicable sludge use or disposal requirements.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.953 Bypass.

- A. For the purposes of this section,
 - 1. Bypass means the intentional diversion of wastestreams from any portion of a user's treatment facility.

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2. Severe property damage means substantial physical damage to property, damage to the treatment facilities which causes them to become inoperable, or substantial and permanent loss of natural resources which can reasonably be expected to occur in the absence of a bypass. Severe property damage does not mean economic loss caused by delays in production.
- B. A user may allow a bypass to occur if it does not cause pretreatment standards or requirements to be violated and is for essential maintenance to assure efficient operation.
 - C. Any other bypass must meet the following requirements:
 1. Users knowing in advance of the need for a bypass must submit prior notice to the director, at least ten days before the bypass wherever possible.
 2. Users must tell the director of any unanticipated bypass that exceeds applicable pretreatment standards within 24 hours of becoming aware of the bypass. Users must provide a written follow-up report within five days. The Director may waive the written report if the oral report was timely and complete. Unless waived, the written report must contain:
 - a. A description of the bypass (volume, pollutants, etc.).
 - b. What caused the bypass.
 - c. When, specifically, the bypass started and ended.
 - d. When the bypass is expected to stop (if ongoing).
 - e. What steps the User has taken or plans to take to reduce, eliminate, and prevent the bypass from reoccurring.
 - D. Bypass.
 1. Bypass is prohibited, and the director may take an enforcement action against a user for a bypass, unless:
 - a. Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;
 - b. There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventive maintenance; and
 - c. The user submitted notices as required under paragraph (C) of this section.
 2. The director may approve an anticipated bypass, after considering its adverse effects, if the director determines that it will meet the three conditions listed in paragraph (D)(1) of this section.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

13.08.961 Pretreatment charges and fees.

The city may adopt reasonable fees for reimbursement of costs of setting up and operating the city's pretreatment program which may include:

- A. Fees for wastewater discharge permit applications including the cost of processing such applications;
- B. Fees for monitoring, inspection, and surveillance procedures including the cost of collection and analyzing a user's discharge, and reviewing monitoring reports submitted by users;
- C. Fees for reviewing and responding to accidental discharge procedures and construction;

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- D. Fees for filing appeals;
 - E. Fees to recover administrative and legal costs associated with the enforcement activity taken by the director to address IU noncompliance; and
 - F. Other fees as the city may deem necessary to carry out the requirements contained herein. These fees relate solely to the matters covered by this ordinance and are separate from all other fees, fines, and penalties chargeable by the city.

(Ord. No. 1119, § I(Exh. A), 4-19-2018)

**City of Stevenson
Ordinance No. 2023-1198**

AN ORDINANCE RELATED TO NEW CONSTRUCTION, EXPANSION, OR REPLACEMENT OF PRIVATE SEWAGE DISPOSALS SYSTEMS IN THE URBAN RESERVE ON THE CITY OF STEVENSON COMPREHENSIVE PLAN FUTURE LAND USE MAP AND ON PROPERTY LINES WITHIN 300 FEET OF PUBLIC SEWER AND PURSUANT TO RCW 35A.63.220 AND OTHER APPROPRIATE AUTHORITY AUTHORIZING A MORATORIUM ON FURTHER NEW CONSTRUCTION, EXPANSION, OR REPLACEMENT OF PRIVATE SEWAGE DISPOSALS SYSTEMS IN THE URBAN RESERVE ON THE CITY OF STEVENSON COMPREHENSIVE PLAN FUTURE LAND USE MAP AND ON PROPERTY LINES WITHIN 300 FEET OF PUBLIC SEWER AS MORE PARTICULARLY SET FORTH HEREIN.

WHEREAS, the City of Stevenson is in the process of upgrading the City's wastewater treatment plant, as directed by Administrative Order #14221, incurring over \$10.6M of new debt for the City; and

WHEREAS, the City currently allows new construction on private septic systems if the structure will be more than 300 feet from the public sewer system; and

WHEREAS, there are over 200 water customers using a private septic system and multiple developable lots outside of the current requirement to connect to the public sewer system; and

WHEREAS, the City is reviewing SMC Chapter 13.08 Sewer and Pretreatment on behalf of the existing rate payers within the City to add more users to the City's system and encourage future development in line with the City of Stevenson Comprehensive Plan; and

WHEREAS, a moratorium on further filing and processing of applications for the new construction, expansion or replacement of private sewage disposal systems within the Urban Reserve or those property lines within 300 feet of public sewer is necessary while the City completes its review of the appropriate public sewer connection standards, or otherwise mitigates the impact of City systems; and

WHEREAS, the Stevenson City Council finds the City's ability to preserve the look and feel of the City as outlined in the adopted Comprehensive Plan will be jeopardized unless this moratorium is authorized; and

WHEREAS, the Stevenson City Council finds the authorization of this moratorium is necessary to protect the health, welfare, safety and future economic viability of the City; and

WHEREAS, RCW 35A.63.220 provides, "A council or board that adopts a moratorium or interim zoning control, without holding a public hearing on the proposed moratorium or interim zoning control, shall hold a public hearing on the adopted moratorium or interim zoning control

within at least sixty days of its adoption, whether or not the council or board received a recommendation on the matter from the commission. If the council or board does not adopt findings of fact justifying its action before this hearing, then the council or board shall do so immediately after this public hearing. A moratorium or interim zoning control adopted under this section may be effective for not longer than six months, but may be effective for up to one year if a work plan is developed for related studies providing for such a longer period. A moratorium or interim zoning control may be renewed for one or more six-month periods if a subsequent public hearing is held and findings of fact are made prior to each renewal"; and

WHEREAS, RCW 36.70A.390 provides, "A county or city governing body that adopts a moratorium, interim zoning map, interim zoning ordinance, or interim official control without holding a public hearing on the proposed moratorium, RCW 35A.63.220 or RCW 36.70A.390, shall hold a public hearing on the adopted moratorium, interim zoning map, interim zoning ordinance, or interim official control within at least sixty days of its adoption, whether or not the governing body received a recommendation on the matter from the planning commission or department. If the governing body does not adopt findings of fact justifying its action before this hearing, then the governing body shall do so immediately after this public hearing. A moratorium, interim zoning map, interim zoning ordinance, or interim official control adopted under this section may be effective for not longer than six months, but may be effective for up to one year if a work plan is developed for related studies providing for such a longer period. A moratorium, interim zoning map, interim zoning ordinance, or interim official control may be renewed for one or more six-month periods if a subsequent public hearing is held and findings of fact are made prior to each renewal"; and

WHEREAS, moratoria and interim zoning control enacted under RCW 35.99.050, RCW 35A.63.220 or RCW 36.70A.390 are methods by which local governments may preserve the status quo so new plans and regulations will not be rendered moot or frustrated by intervening development; and

WHEREAS, RCW 35A.63.220 and RCW 36.70A.390 both authorize the enactment of a moratorium, interim zoning map, interim zoning ordinance, or interim official control without holding a public hearing; and

WHEREAS, the Stevenson City Council will hold a duly advertised public hearing on September 21, 2023, to consider public comment concerning the authorization of such moratorium; and

WHEREAS, the Stevenson City Council finds the best interests of the City would be served if such a moratorium was authorized.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STEVENSON, STATE OF WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. A six (6) month moratorium is hereby imposed on accepting applications for new construction, expansion, or replacement of private sewage disposal systems within the Urban

Reserve as identified on the City of Stevenson Comprehensive Plan Future Land Use Map (SMC 17.11.010) or if the property line is within 300 feet of the public sewer system as of August 24, 2023.

Section 2. The moratorium imposed pursuant to Section 1 above may be extended for one or more additional six (6) month periods in the event a work plan or further study determines such extension is necessary or to determine what further policies and procedures related to future new single-family residence applications will best serve the purposes of the City.

Section 3. Severability. If any section, subsection, sentence, clause, phrase, or other portion of this Ordinance, or its application to any person, is, for any reason, declared invalid, in whole or in part by any court or agency of competent jurisdiction, said decision shall not affect the validity of the remaining portions hereof.

Section 4. Corrections. Upon the approval of the City Attorney, the City Manager is authorized to make any necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers, and any reference thereto.

Section 5. Publication. This ordinance shall be published by an approved summary consisting of the title as provided by RCW 35A.12.160.

Section 6 Effective date. This ordinance shall become effective following passage and publication as provided by law.

ADOPTED this 24th day of August, 2023.

CITY OF STEVENSON

Scott Anderson, Mayor

ATTEST:

Leana Kinley, Clerk

APPROVED AS TO FORM:

Robert C. Muth, City Attorney