

## **Request To Construct a New or Modify an Existing Sanitary Pump Station**

**Description:** Prior to the construction of a new or modification of an existing sanitary pump station, approval must be secured from the Westchester County Department of Health.

**Applicable Codes:** Article XXII, Section 873.2202 of the Laws of Westchester County.

**Fees:** Chapter 873, Article XXII, Section 873.2114 of the Laws of Westchester County.

When requesting approval of a project pursuant to the above provisions, the following list serves as the minimum filing requirements:

1. One (1) original form BSP-5 with all items completed. This form must be dated and bear the original signature of the applicant.
2. One Sewage Pumping Station Design Form (Chapter 30) with all items completed.
3. One (1) original Engineer's Report bearing the original signature and seal of the Professional Engineer. The Engineer's Report must provide a narrative of the scope, details and specifications of the project including head loss calculations, manufacturer's pump curves and pump specifications.
4. A minimum of three (3) sets of construction plans (one (1) set will be retained by the Department)

### **Plan Contents**

1. Location map.
2. Site plan of the project.
3. Plan and profile views of pump station, force main and valve pit including all valves and appurtenances.
4. Specifications for all piping.
5. Security fencing.
6. Ability to utilize portable pumping equipment to pump through new force main.
7. Clearly label pumps with make and model number.
8. Indicate water level controls and elevations.
9. Show control panel and audio/visual and telemetry alarm system.
10. If drywell/wet well design, indicate mechanical ventilation requirements, otherwise a "J" vent is required, pursuant to the Recommended Standards for Wastewater Treatment Works 2004 Edition or latest edition.
11. Indicate flow-metering device.
12. Emergency power generator location.
13. Alarms shall be on a separate circuit and not susceptible to power surges.
14. All plans submitted for approval must bear the professional engineer's original stamp and original signature on each sheet and be prepared pursuant to Title VIII, Article 145, Section 7209 of the New York State Education law.

### **Engineer's Report Content**

The following must be included in the engineer's report:

1. Flow derivation calculations and where available, supporting flow data for minimum flow, average flow and peak flow.
2. Calculations for total dynamic head and force main velocity.
3. Determination of residence time of sewage in the wet well and evaluation of the need for odor control.
4. Pump selection calculations and manufacturer's supporting information including performance curves; horsepower, impeller size and efficiency shall be represented on performance curves.
5. Emergency power provisions including generator selection and auto-transfer switch, emergency storage volume and estimated response time before an overflow occurs. Evaluate effects of possible power surges that may disable control panels.
6. Description of alarm capabilities including telemetry and audio and visual alarms for conditions of high water, pump failure, power failure and unauthorized entry. Alarm shall have an independent power supply.
7. Confirmation of available capacity in the receiving collection system and wastewater treatment facility.

## **Issuance of Completed Works Approval for a Sanitary Pump Station**

**Description:** Prior to the activation of a new or modified pump station, approval must be secured from the Westchester County Department of Health.

**Applicable Codes:** Chapter 873, Article XXII, Section 873.2204 of the Laws of Westchester County.

**Fees:** Chapter 873, Article XXI Section 873.2114 of the Laws of Westchester County.

The submittal shall be forwarded to the staff engineer who reviewed the project for construction approval.

When requesting approval of completed works pursuant to the above provisions, the following list serves as the minimum requirements:

1. A minimum of two (2) copies of “As Built” plans (one (1) copy will be retained by the Department) bearing the original signature and seal of the Professional Engineer supervising construction. This plan must reflect all changes from the original plan by “Bubbling” these changes. Note: all deviations from the original plan approval must have been approved by the Department prior to submission for completed works.
2. Acceptable leakage test results must be submitted for review.
3. The Professional Engineer supervising construction must provide a certification letter bearing the original seal and signature including leakage test results and “As Built” plans. Such letter shall provide a statement that the undersigned has supervised construction and witnessed the leakage testing and shall also include a statement that there are no construction changes from the original Department approval. In the event that construction changes do exist, these changes must have received prior Department approval, and this certification letter must acknowledge said approval and reflect said changes.