



# Commercial Waste Water System Checklist

## To All Prospective Commercial/DBAS (1602) Applicants for ASPA Wastewater Services:

In order to assist all Commercial/DBAS (1602) applicants with their projects, ASPA has developed the following checklist as a guide to the ASPA waste water service application process. Compliance with ASPA's Land Use Conditions as part of PNRS is also a required element of this process (see attached). Please understand that commercial applicants must design and construct their own sewer service line or septic system (tank and drainfield). ASPA does not provide grant-funded septic systems to Commercial/DBAS (1602) applicants.

Your design must be reviewed and approved before it can be constructed and inspected by an ASPA Customer Service Order (CSO) inspector. ASPA's role in this process is to review and approve your design, then to inspect the construction of your new wastewater system. Please refer to "GUIDELINES FOR CONSTRUCTING A PROPER ON-SITE WASTEWATER SYSTEM", which is available from the ASPA/ESD/Wastewater Office, for guidance on tank and drain field sizing and layout. You should contact your project engineer, architect, or contractor with any questions. ASPA reserves the right to disconnect your temporary utilities if you do not comply with its required Wastewater System specifications.

**Waste Water Checklist for DBAS/Commercial Applicants**

	Yes	No	Comments
Call ASPA/ESD/WW at 699.1462 for initial site visit with CSO Inspector to determine if your project requires a sewer connection or septic system.	<input type="checkbox"/>	<input type="checkbox"/>	Recommend scheduling initial site visit ASAP.
If site requires a sewer connection, the applicant is responsible for constructing a sewer service line.	<input type="checkbox"/>	<input type="checkbox"/>	ASPA will install the last 10-feet of pipe connection to the sewer main.
Is an extension of the sewer main required to avoid installation of a septic tank and drainfield?	<input type="checkbox"/>	<input type="checkbox"/>	If project is within 400' of existing gravity sewer main, extension may be required.
If sewer main extension needed, submit plan and profile drawings with design calculations for review and approval. Specifications provided by ASPA/ESD/WW.	<input type="checkbox"/>	<input type="checkbox"/>	Additional inspection and testing will be conducted by ASPA CSO during applicant contractor's construction phase.
If a septic tank and drainfield system is required, submit plan and profile drawings with design calculations for septic tank sizing and percolation test data used for determining drain field dimensions to ASPA/ESD/WW.	<input type="checkbox"/>	<input type="checkbox"/>	Very important! ASPA cannot approve an On-Site Septic Tank and Drainfield Service without this information. Contact AS-EPA for assistance with percolation tests.
Call ASPA CSO Inspectors for Inspection #1, required for septic systems only.	<input type="checkbox"/>	<input type="checkbox"/>	ASPA inspects septic tank base and side-walls before tank lid is installed.
Call ASPA CSO Inspectors for Inspection #2, required for both septic and sewer service lines (ASPA photos required).	<input type="checkbox"/>	<input type="checkbox"/>	ASPA inspects septic tank and entire drain field (not backfilled), or sewer service line for proper construction.
Do not backfill any part of wastewater system until final approval.	<input type="checkbox"/>	<input type="checkbox"/>	Wastewater system cannot be approved if backfilled!