

MINOR ACT 537 UPDATE REVISION

COMPONENT 2M SEWAGE MANAGEMENT PROGRAM

#1-15961-724-2M

West Caln Township

Chester County, PA

FINAL

August 19, 2020



Submitted by:



**1691 Horseshoe Pike, Suite 2
Glenmoore, PA 19343**

Project No. WCTW21801

SEWAGE FACILITIES PLANNING MODULE

FOR MINOR ACT 537 UPDATE REVISION

Component 2m. Sewage Management Program

This document provides a simplified planning format for municipalities and municipal authorities proposing the adoption of a sewage management program.

DEP USE ONLY				
DEP CODE #	CLIENT ID #	SITE ID #	APS ID #	AUTH ID #

Refer to the instructions for help in completing this application.

A. PROJECT INFORMATION (See Section A of attached instructions)

- Project Name: Sewage Management Program
- Brief Project Description : Development of Sewage Management Program

B. CLIENT (MUNICIPALITY) INFORMATION (See Section B of instructions)

Municipality Name West Caln Twp	County Chester	City <input type="checkbox"/>	Boro <input type="checkbox"/>	Twp <input checked="" type="checkbox"/>
Municipality Contact - Last Name Siedenbuehl	First Name Thomas	MI	Suffix	Title Manager
Additional Individual - Last Name Sauro	First Name Kim	MI	Suffix	Title Assistant Manager
Municipality Mailing Address Line 1 721 Kings Highway PO Box 175	Mailing Address Line 2			
Address Last Line - City	State	ZIP+4		
Phone + Ext. 610-384-5643	FAX (optional)	Email (optional)		

C. SITE INFORMATION (See Section C of instructions)

Site Name
Act 537 Plan West Caln Township

D. PROJECT CONSULTANT INFORMATION (See Section D of instructions)

Last Name Boldaz	First Name Joseph	MI	Suffix
Title Senior Engineer	Consulting Firm Name Hydraterra Professionals		
Mailing Address Line 1 1691 Horseshoe Pike Suite 2	Mailing Address Line 2		
Address Last Line - City Glenmoore	State PA	ZIP+4 19343	Country

Email	Phone	Ext.	FAX
jbaldaz@hydraterrapro.com	610-942-3000		610-942-3100

E. LOCAL AGENCY DESIGNATION (See Section E of instructions)

1. The official name of the local agency: Chester County Health Department

2. The type of local agency is (check the box that applies):

The municipality

A multimunicipal local agency

The county department of health

Other qualified entity Describe: _____

F. AGENCY IMPLEMENTING THE SEWAGE MANAGEMENT PROGRAM

(See Section F of instructions)

1. The official name of the agency responsible for implementing the proposed sewage management program:
West Caln Township

2. The type of agency responsible for implementing the proposed sewage management program is (check the box that applies):

The municipality

The local agency

A council of governments or other municipal entity

Other qualified entity Describe: _____

3. If the agency responsible for implementing the proposed sewage management program **IS NOT** the municipality, documentation that the municipality has delegated its authority to implement the proposed sewage management program to the implementing agency and documentation that the implementing agency has agreed to implement the proposed sewage management program as approved is required. Indicate the required documentation is attached by checking the boxes below.

N/A

Municipal delegation documentation is attached.

Implementing agency documentation is attached.

G. ADMINISTRATION AND RECORD KEEPING (See Section G of instructions)

1. A general description (see Section G of the instructions) of how the proposed sewage management program will be administered and for how sewage management program records will be recorded, maintained, and tracked, is required. The name and address of the entity that is to administer the sewage management program and the entity responsible for reporting information to the Department must be included in each description. Indicate the required documentation is attached to the module by checking the appropriate boxes below.

a. A description for how the proposed sewage management program will be administered and for how sewage management program records will be recorded, maintained, and tracked is attached.

- 1) For sewage facilities **permitted by the local agency** and regulated under the proposed sewage management program, the program may incorporate one or more of the following administrative elements to assure proper operation and maintenance of the sewage facilities: (Check all answers that apply)

YES NO

- Adoption of sewage management program ordinances, regulations or policies.
- Establishment of maintenance agreements.
- Municipal ownership of the facilities.
- Other administrative elements. Describe: _____

- 2) For sewage facilities **permitted by the Department** and that are to be regulated under the proposed sewage management program, the program may incorporate one or more of the following administrative elements to assure proper operation and maintenance of the sewage facilities: (Check all answers that apply)

YES NO

- Adoption of sewage management program ordinances, regulations, or policies.
- Adoption of an ordinance that requires the system to be operated and maintained through maintenance agreements between the property owner and an individual, firm or corporation experienced in the operation and maintenance of sewage treatment systems.
- Establishment of maintenance agreements between the property owner and an individual, firm or corporation experienced in the operation and maintenance of sewage treatment systems.
- Establishment of maintenance agreements between the property owners and municipality or its designated local agency which establishes the property owners' responsibility for operating and maintaining the system and the responsibility of the municipality or local agency for oversight of the system.
- Establishment of a properly chartered association, trust or other private legal entity.
- Municipal ownership of the facilities.
- Establishment or inclusion of the system or sewage facilities under a sewage management agency.
- A bond, escrow account, or other security sufficient to cover the costs of future operation and maintenance of the sewage facilities under local ordinances.
- Other administrative elements. Describe: _____

H. SEWAGE FACILITIES INVENTORY AND PLANNING AREA MAPPING

(See Section H of instructions)

Answer questions, attach information and check all boxes that apply.

- An inventory of the types and numbers of sewage facilities in the planning area that are to be regulated by the proposed sewage management program is attached.
- An appropriately scaled map of the area to be regulated by the proposed sewage management program is attached. The map includes any districting scheme proposed for the sewage management program.

I. DESCRIPTION OF TYPES OF FACILITIES TO BE REGULATED (See Section I of instructions)

Answer questions, attach information and check all boxes that apply.

- The following sewage facility types are to be regulated by the proposed sewage management program:

YES NO

- | | | |
|-------------------------------------|-------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Individual on-lot sewage disposal systems of regulatory age. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Pre-regulatory sewage disposal systems such as seepage pits and dry wells. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Zero discharge systems such as holding tanks, privies, chemical toilets, portable toilets, recycling toilets, incinerating toilets, composting toilets, and evapotranspiration systems. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Community on-lot sewage disposal systems. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Small flow treatment facilities. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Department permitted nonmunicipal (privately owned) grinder pumps. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Department permitted nonmunicipal (privately owned) wastewater treatment facilities. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Department permitted nonmunicipal (privately owned) pump stations. |
- A brief description of each sewage facility type to be regulated by the proposed sewage management program is attached.

J. SEWAGE FACILITY OPERATION AND MAINTENANCE REQUIREMENTS

(See Section J of instructions)

Answer questions, attach information and check all boxes that apply.

- A listing of the operation, maintenance, monitoring, and/or sampling requirements, as described in Section J of the instructions, for each sewage facility treatment component type to be regulated by the proposed sewage management program is attached.
- A discussion of requirements for maintenance of surface contouring and other measures consistent with Chapter 73 to divert stormwater away from treatment facilities and for protection of absorption areas from physical damage is attached.
- A discussion of requirements for the use of water conservation devices to reduce hydraulic loading to sewage facilities is attached.
- A discussion of any other requirements relative generally or specifically to sewage facilities or treatment components to be regulated by the proposed sewage management program is attached.

K. INSPECTION / OBSERVATION AND REPORTING REQUIREMENTS (See Section K of instructions)

Answer questions, attach information and check all boxes that apply.

YES NO

1. Does the proposed sewage management program establish requirements for inspections or observations of sewage facilities?

2. If the answer to question 1 is "yes" please address the following items and check the appropriate boxes:

a. A discussion of the inspection, observation and/or reporting requirements of the proposed sewage management program is attached. This discussion includes:

- The proposed policies or provisions concerning the schedule for inspections or observations and the methods proposed for notification of property owners as to these requirements, policies, or provisions.
- The methods and procedures proposed to inspect or observe systems and to collect system data.
- The specific entity(ies) or individual(s) that will conduct sewage management program inspections or observation.
- Identification of the specific legal authority to be used by municipal officials, designated municipal employees, and/or the authorized agent of the sewage management program implementing agency to enter lands for inspections of sewage facilities to be regulated by the sewage management program.

b. Inspections or observations of sewage facilities will be carried out by (check all boxes that apply):

YES NO

Service providers (septage pumper/haulers or others).

Designated employees or the authorized agent of the sewage management program implementing agency other than the local agency sewage enforcement officer.

The local agency sewage enforcement officer.

Via another arrangement. Describe: _____

L. REGISTRATION OR LICENSING OF SERVICE PROVIDERS (See Section L of instructions)

Answer questions, attach information and check all boxes that apply.

YES NO

1. Does the proposed sewage management program establish a process for managing service providers?

2. If the answer to question 1 is "yes" please complete the following items and check the appropriate boxes:

a. A discussion of the registration or licensing requirements for service providers under the proposed sewage management program is attached.

b. With regard to services and/or service providers, the proposed sewage management program is intended to: (check all boxes that apply)

- Establish a process to **register** service providers (if checked, see item c below).
- Establish a process to **license** service providers (if checked, see item c below).
- Directly contract service providers to provide services.
- Conduct services directly using in-house personnel.

c. The following service providers are intended to be registered or licensed (check all boxes that apply)

YES NO

- Septage pumper/haulers
- System installers
- System designers
- Other service providers Describe: _____

M. ENFORCEMENT, VIOLATIONS AND PENALTY PROVISIONS (See Section M of instructions)

Answer questions, attach information and check all boxes that apply.

- 1. A discussion of the legal authority to enforce the requirements of the proposed sewage management program or restrain violations and regarding the penalty provisions for violations of the proposed sewage management program is attached.

N. DRAFT ORDINANCES, REGULATIONS, OR POLICIES (See Section N of instructions)

Answer questions, attach information and check all boxes that apply.

- 1. Draft copies of all ordinances and/or policies that relate to the proposed sewage management program are attached.
- 2. Copies of all finalized ordinances and/or policies will be submitted to the Department once approved.

O. FUNDING ANALYSIS (See Section O of instructions)

Answer questions, attach information and check all boxes that apply.

- 1. A discussion of fee schedule details for municipal services related to the proposed sewage management program and/or any other funding mechanisms intended to support administration or operation of the proposed sewage management program is attached.

2. Funding of the proposed sewage management program is to be through: (Check all applicable boxes.)

YES NO

- The general fund or some other nonspecific funding source.
- A user fee (i.e., a fee for administration of the program assessed across the user base annually or at some other interval).
- Service fee (i.e., a fee assessed for specific services such as pumping of treatment tanks, inspection, etc.)

- | | | |
|--------------------------|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| YES | NO | |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Permitting fee (i.e., a fee to obtain a permit to complete the maintenance activity such as pumping of treatment tanks, inspection, etc.). |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | DEP reimbursement. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Other funding mechanisms. Describe: _____ |

P. PUBLIC EDUCATION (See Section P of instructions)

Answer questions, attach information and check all boxes that apply.

- A discussion of the general public and property owner specific education elements employed or to be employed as part of development and implementation of the proposed sewage management program is attached.
- Sewage management program implementation information, including general information and notification of program requirements, will be provided to property owners of regulated systems through: (Check all applicable boxes.)

- | | | |
|-------------------------------------|-------------------------------------|------------------------------------------------|
| YES | NO | |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Individual written notifications. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Newsletters. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Website. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Public meetings. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Newspaper announcements. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Television announcements. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Personal visits and contacts. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Other means of communications. Describe: _____ |

Q. IMPLEMENTATION SCHEDULE (See Section Q of instructions)

Answer questions, attach information and check all boxes that apply.

- An implementation schedule showing milestones and dates for each aspect of the sewage management program is attached.

R. PUBLIC NOTIFICATION REQUIREMENT (See Section R of instructions)

Answer questions, attach information and check all boxes that apply.

- A copy of the public notice meeting the requirements of Section 71.31(c) is attached.
- All comments received as a result of the notice and the municipal responses to these comments are attached.
- No comments were received.

S. TASK ACTIVITY REPORT (See Section S of instructions)

Answer questions, attach information and check all boxes that apply.

YES NO

1. A copy of the Task Activity Report (TAR) and Department approval letter concerning the TAR for this update revision is attached.

T. ADDITIONAL CHAPTER 71 PLANNING ELEMENTS (See Section T of instructions)

Answer questions, attach information and check all boxes that apply.

1. Discussions of any additional planning elements as required by DEP related to this update revision are attached. Those planning elements are listed briefly below.

a. _____

b. _____

c. _____

d. _____

e. _____

U. RESOLUTION OF ADOPTION (See Section U of instructions).

Answer questions, attach information and check all boxes that apply.

1. An original, signed and sealed resolution of adoption that satisfies the requirements of Section 71.32(f) is attached.

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SECTION G

ADMINISTRATION / RECORD KEEPING

SECTION G. - ADMINISTRATION / RECORD KEEPING

The proposed sewage management program (SMP) covers the entirety of West Caln Township. The Township will utilize those powers it possesses through statutes and ordinances to affect the purposes of this SMP. The SMP will be administered by Hydraterra Professionals (HtP) and enforced by the Township and/or the Chester County Health Department (CCHD). The SMP will rely upon a database and data collected by certified Onsite System Service Providers who pump and observe on-lot systems. The SMP will primarily focus upon managing Individual and Community Sewage Systems.

Hydraterra Professionals located at 1691 Horseshoe Pike, Suite 2, Glenmoore, PA 19343 will be responsible for reporting results to PA DEP.

HTP or the CCHD will host a database which will be capable of recording and tracking Sewage System maintenance and operations. Administrators, relevant government officials as well as the Onsite System Service Providers official may have restricted access to the database. An inventory of Sewage Systems will be developed after the first, three-year, enforced pumping and observation cycle (Phase 1). Thereafter, pumping of Sewage System will be completed every three years (Phase 2).

Observation and pumping of Sewage System will be performed by individuals and companies meeting the definition of "Onsite System Service Provider". Data will be collected by Onsite System Service Providers and entered in the database.

Educating the public; adoption of a sewage management program ordinance; and development of regulations and polices will be necessary to effectively administer the program.

*Note: Refer to Appendix 1

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SECTION H
INVENTORY AND MAPPING

SECTION H. – INVENTORY AND MAPPING

The Township has collected information on the sewage facilities within its borders to develop a partial inventory. This includes:

- Information from recent Sewage System repairs and water well test results from the Local Agency, Chester County Health Department (CCHD);
- Parcels served public water and sewer;
- Parcels served by Community Sewage Systems;
- The parcels served by the Spring Run Estates Sewage Treatment Plant, and
- Hideaway MHP Large Volume On-Lot Disposal System.

A more in-depth inventory of Sewage System will be developed using information collected during Phase1 of the SMP. The inventory will be developed while Onsite System Service Providers pump and observe the Sewage System. Maps showing the results of the collected information will be developed using ARCGIS software.

To develop an inventory the Township has been tentatively divided into three (3) districts, shown on the Districting Map at the end of this document. Each Individual or Community Sewage System in the district will be observed and pumped once during the initial three-year phase. Pumping of individual and Community Sewage System will continue at three (3) year intervals indefinitely.

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SECTION I
REGULATED FACILITIES

SECTION I. – REGULATED FACILITIES

Individual Sewage System – A system of piping, tanks and other facilities serving a single lot and collecting and disposing of sewage in whole or in part into the soil or into waters of this Commonwealth or by means of conveyance to another site for final disposal.

Individual On-lot Sewage system – An individual sewage system which uses a system of piping, tanks, or other facilities for collecting, treating, and disposing of sewage into a soil absorption area or spray field or by retention in a retaining tank.

Community Sewage System – A sewage facility, whether publicly or privately owned, for the collection of sewage from two or more lots, or two or more equivalent dwelling units and the treatment or disposal, or both, of the sewage on one or more of the lots or at another site.

Community On-lot Sewage System —A system of piping, tanks or other facilities serving two or more lots and collecting, treating and disposing of domestic sewage into a soil absorption area or retaining tank located on one or more of the lots or at another site.

Included in the above are the following:

Absorption Area-A component of the sewage system where liquid from a treatment tank seeps into the soil; it consists of an aggregate-filled area containing piping for the distribution of the liquid and to the soil or sand/soil combination located beneath the aggregate.

Alternate Sewage System – A method of demonstrated on-lot sewage treatment and disposal not described in Title 25, Chapter 73 of the Pennsylvania Code.

Building Sewers – Pipe carrying liquid wastes from a building to the treatment tank or cesspool

Filter and Dosing Tanks - Watertight tanks which includes pumps providing a measured volume of sewer effluent to sand and other filters as wells pressurized distribution system in an Absorption Area.

Treatment Tanks – Including septic tanks and aerobic sewage treatment tanks which are water-tight tanks designed to retain sewage long enough for satisfactory bacterial decomposition of the treated septage.

Cesspools/Seepage Pits- A cylindrical excavation with an open bottom and walls lined with un-mortared stone or concrete block. Raw sewage is discharged into the cesspool from directly the Building Drain and solids heavier than water settle to the bottom. The remaining liquid is intended to be absorbed into the soil through the open bottom and porous sides of the structure. A seepage pit is similar to a cesspool, but wastewater flow is preceded by a septic tank.

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SECTION J

OPERATION AND MAINTENANCE REQUIREMENTS

SECTION J. - OPERATION AND MAINTENANCE REQUIREMENTS

Requirements; applicability.

The operation, maintenance and repair of an individual on-lot sewage disposal system or community on-lot sewage disposal system shall be the responsibility of the lot owner; provided, however, that maintenance and repair shall be subject to the continuing surveillance and observation of the Township, its authorized agents, and/or a Sewage Enforcement Officer.

An initial pumping/observation cycle (Phase 1) shall be completed during the first three (3) years, followed by pumping of all tanks once every three years (Phase 2). Initial and subsequent pumping cycles will be performed by certified Onsite System Service Provider.

Prior to the construction repair and/or replacement of an individual on-lot disposal system, a lot owner shall first obtain a permit from the Local Agency, CCHD.

No building or occupancy permit shall be issued and no work shall begin on any alteration or conversion of any existing structure if said alteration or conversion will result in the increase or potential increase in sewage flows from the structure to a Individual or Community Sewage System until either the structure's owner receives a permit for alteration or replacement of the existing sewage disposal system or until the structure's owner and the appropriate officials of the Township receive written notification from the CCHD that such a permit will not be required. The CCHD shall determine whether the proposed alteration or conversion of the structure will result in increased sewage flows.

Maintenance.

Companies that service Individual or Community Sewage Systems must be registered by the Township to be considered an Onsite System Service Provider. These providers shall perform observations and input relevant information into the Sewage System database. The Onsite System Service Provider will provide a receipt of data entry to the homeowner.

The owner of a lot that is served by an on-lot sewage disposal system shall have the tanks pumped at least once every three years or whenever an observation reveals that the treatment tank is filled with solids or scum in excess of 1/3 of the liquid depth of the tank by an Onsite System Service Provider. The Onsite System Service Provider shall provide record to the homeowner and report the pumping to a central electronic database.

Aerobic Sewage Treatment Tanks

The owner of a lot that is served by an on-lot sewage disposal system that uses an aerobic sewage treatment tank or another type of advanced treatment device shall follow the operation and maintenance recommendations of the equipment manufacturer. A copy of the manufacturer's recommendations shall be submitted to the Township within six months of the effective date of the adopted ordinance. Thereafter, the lot owner shall submit service receipts to the Township or to a central electronic database, if available and applicable, at the intervals specified by the manufacturer's recommendations. In no case may the service or pumping intervals for aerobic sewage treatment tanks exceed those required for treatment tanks.

Cesspools

The owner of a lot that is served by an on-lot sewage disposal system that uses a cesspool or seepage pit shall be required to pump their tank at the same frequency as a treatment tank. The owner of a lot that is served by such a system shall have that system pumped according to the schedule prescribed for treatment tanks to mitigate potential pollution. As an alternative to this scheduled pumping of the cesspool or seepage pit, and pending any scheduled replacement of the substandard system as identified in the Official Sewage Facilities Plan, the lot owner may apply for a sewage permit from the Sewage Enforcement Officer for a treatment tank to be installed preceding the cesspool or seepage pit. For this interim repair system consisting of a cesspool or seepage pit preceded by an approved treatment tank, only the treatment tank must be pumped at the prescribed interval. The cesspool or seepage pit may be pumped to aid operating efficiency.

All Systems

For all systems the records must be submitted to the Township reflecting the observation and pumping of the on-lot sewage disposal system. Those systems determined to be malfunctioning or in need of repair or replacement shall contact the CCHD and obtain a repair or replacement permit.

If, upon observation, the pumper/hauler determines that a system does not require pumping at the time of observation, the pumping requirement may be extended to the next scheduled period defined by Township. The pumper/hauler must submit a report to the Township stating the reasons why a pumping of the tank is not required. In all circumstances, every household must be pumped no less than once every three years.

If an on-lot sewage disposal system is practically inaccessible for pumping due to structures/improvements that were constructed prior to the effective date of this article, the lot owner may submit a written request for an exemption from the prescribed pumping schedule for the Board of Supervisors' consideration.

If any person can prove (e.g., pumping certificate, invoice) that such person's treatment tank had been pumped within three years of the effective date of this article, then that person's initial required pumping shall conform to the general three-year frequency requirement, except where an observation reveals a need for more frequent pumping.

In addition to the specific requirements in this article, the Board may, by resolution, promulgate such forms and regulations for the administration and enforcement of this article as it shall determine necessary. Failure of a lot owner to receive or secure any required form shall not constitute a defense to the enforcement or penalty provisions of this article.

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SECTION K

**INSPECTION / OBSERVATION
AND REPORTING REQUIREMENTS**

SECTION K. - INSPECTION / OBSERVATION AND REPORTING REQUIREMENTS

Onsite System Service Providers will be required to observe Sewage System according to an established checklist.

Any on-lot sewage disposal system may be observed or observed by an authorized agent at any reasonable time herein after adoption of the ordinance.

Such observation or observations will include a physical tour of the area surrounding the sewage facility.

An authorized agent shall observe systems known to be, or alleged to be, malfunctioning. Should said observations reveal that the system is indeed malfunctioning, the authorized agent shall order action to be taken to correct the malfunction. If total correction cannot be done in accordance with the regulations of the Department, including, but not limited to, those outlined in Chapter 73 of Title 25 of the Pennsylvania Code, or is not technically or financially feasible in the opinion of the SEO or a representative of the Department, then the property owner shall mitigate the malfunction.

There may arise geographic areas where numerous on-lot sewage disposal systems are malfunctioning. A resolution of these area wide problems may necessitate detailed planning and a revision to the portion of the Official Sewage Facilities Plan pertaining to areas affected by such malfunctions. Immediate corrective action may be compelled whenever a malfunction, as determined by the authorized agent and/or the Department, represents a serious public health or environmental threat.

All Individual or Community Sewage Systems shall be subject to periodic observations and shall be subject to observation if one or more of the following events occurs:

- During the installation of any individual, or community sewage system.
- If the Onsite System Service Provider or Authorized Agent performing regular scheduled maintenance contacts the Township or CCHD that a malfunction condition exists at an on-lot disposal system.
- If the owner of a neighboring property owner of an on-lot disposal system contacts the Township, PA DEP or the CCHD.
- If the owner fails to submit the proof of the observations or observations described herein within 90 days after the date on which is required.

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SECTION L
REGISTRATION OR LICENSING
OF SERVICE PROVIDERS

SECTION L. - REGISTRATION OR LICENSING OF SERVICE PROVIDERS.

Township registration will be required for all qualified companies or individuals. Registration will entail the collecting of certain basic profile and contact information in exchange for registration. Each Onsite System Service Provider will be required to participate in a short course describing the SMP, the completion of the checklist and how to utilize and input data into the Sewage System database.

Onsite System Service Providers must comply with all reporting and registration requirements established by the Township.

Services shall be provided in a manner consistent with the provisions of the Pennsylvania Solid Waste Management. All septage pumped from systems will be delivered to a PA DEP approved site or facility.

The Onsite System Service Provider shall have liability insurance meeting the minimum requirements established by the Township.

The Onsite System Service Provider shall have the knowledge and experience of correct observation and pumping techniques and has the proper equipment to provide the service.

Onsite System Service Providers must have at least three years' experience pumping and maintaining SEWAGE SYSTEM.

Onsite System Service Provider must be PSMA certified and be a licensed liquid waste hauler in Chester County.

Onsite System Service Provider must utilize SEWAGE SYSTEM database, input data immediately after service, and provide homeowners receipt of data entry.

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SECTION M
ENFORCEMENT, VIOLATIONS
AND PENALTIES PROVISIONS

SECTION M. - ENFORCEMENT, VIOLATIONS AND PENALTIES PROVISIONS.

System rehabilitation.

When the Township becomes aware of a violation of this SMP it shall be reported to the CCHD using the Sewage System Database. Enforcement will be tracked through database usage and systems which do not comply will be flagged in the database and reported to the CCHD using the Sewage System Database.

Enforcement and appeals.

- A. In the event of violation of the terms of this SMP the Authorized Agent or CCHD shall have the right, after notice is given to property owner, to enter upon land to observe the Sewage Systems.
- B. The Authorized Agent or CCHD shall have the power and authority to determine all issues relating to compliance with the provisions of this article and to bring and prosecute in the name of the Township enforcement and penalty proceedings for violations of its provisions. The Township may employ or contract with qualified persons or firms as necessary to administer this SMP.
- C. Appeals from the Authorized Agent or CCHD's determinations or interpretations of the provisions of this article shall be taken to the Board of Supervisors within 30 days from the date of such determination or interpretation. Appeals shall be heard and determined in accordance with the provisions of the Local Agency Law. The Board of Supervisors may request documentation and consult with the Township Engineer, CCHD or other competent authorities as it determines necessary for a just resolution of the appeal, and may impose the reasonable costs thereof upon the appellant; provided, however, that the Board of Supervisors shall have no jurisdiction to hear or determine any appeal from the action of the Authorized Agent or CCHD in prosecuting a violation of this article in a summary proceeding before a District Justice.

Penalties.

- A. All penalties shall be established – consistent with PA Act537 13.1.
- B. Any person who violates or permits the violation of any provision of this article shall, upon conviction thereof in a summary proceeding brought before a District Justice under the Pennsylvania Rules of Criminal Procedure, be guilty of a summary offense and shall be subject to the payment of a fine of not less than \$100 and not more than \$1,000, plus the costs of prosecution. In default of payment thereof, the defendant may be sentenced to imprisonment in the county prison for a term of not more than 30 days. Each section of this article violated shall constitute a separate offense, and each day or portion thereof in which a violation of this article is found to exist shall constitute a separate offense, each of which violations shall be punishable by a separate fine imposed by the District Justice of not less than \$100 and not more than \$1,000, plus the costs of prosecution, or upon default of payment thereof, the defendant may be sentenced to imprisonment in the county prison for a term of not more than 30 days. All fines and penalties collected for the violation of this article shall be paid to the Township Treasurer.

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SECTION N

ORDINANCES, REGULATIONS, OR POLICIES

**WEST CALN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

ORDINANCE NO. _____ of 2020

AN ORDINANCE ESTABLISHING A SEWER MANAGEMENT PROGRAM FOR INDIVIDUAL AND COMMUNITY ON-LOT DISPOSAL SYSTEMS WITHIN WEST CALN TOWNSHIP.

WHEREAS, pursuant statutory authority granted the Township in the Pennsylvania Sewage Facilities Act, 35 P.S. 750. 1, et seq., ("the Act"), as implemented by and through the regulations issued by the Pennsylvania Department of Environmental Protection, Title 25, Chapters 71, 72 and 73, to take actions necessary to assure continued compliance of sewage facilities with the Act, the Clean Streams Law and regulations promulgated hereunder, the Board of Supervisors of West Caln Township have determined to update their Act 537 Plan which includes adopting of an updated ordinance; and

WHEREAS, the Board of Supervisors have also determined to repeal any and all sewage ordinances previously adopted by the Township which may conflict with the new ordinance provisions being adopted herein, including the previously adopted Waste Disposal Ordinance of West Caln Township of 1983.

BE IT ENACTED AND ORDAINED by the Board of Supervisors of West Caln Township that the following ordinance entitled the "West Caln Township Sewage Management Program Ordinance" is adopted as follows:

**"WEST CALN TOWNSHIP
SEWAGE MANAGEMENT PROGRAM ORDINANCE"**

1. Purpose and Intent.

The purpose and intent of this Ordinance includes:

- a) Fulfilling the regulatory requirement for the Township to establish a routine observation, reporting and pumping program for all individual and community sewer systems within the Township;
- b) Fulfilling the regulatory requirement for the Township to develop an inventory of the individual and community sewer systems within the Township;

- c) The establishment of a continuing education program to promote the proper use, operation, and maintenance of all individual and community sewer systems;
- d) The establishment of proper operation and maintain requirements for all individual and community sewer systems;
- e) The establishment of a registration program for companies that perform the required pumping, observation and reporting of individual and community sewer systems within the Township;
- f) The establishment of enforcement and violation procedures to repair malfunctioning individual and community sewer systems within the Township; and
- g) To clarify that retaining tanks (holding tanks) are not governed under this Ordinance but rather are governed and regulated by West Caln Township Ordinance No. 1, 2008 enacted June 9, 2008.
- h) To clarify that the observations or pumping required by this ordinance does not replace or relieve the property owner of any other inspections required by other governmental bodies or licensing agencies.

2. Terms and Definitions.

The following words and terms when used in the Ordinance shall have the following meanings:

- a) Absorption Area – The component of the Sewer System where liquid from a treatment tank seeps into the soil; it consists of an aggregate-filled area containing piping for the distribution of the liquid and to the soil or sand/soil combination located beneath the aggregate.
- b) Authorized Agent – A person with demonstrated knowledge and experience regarding Individual and Community Sewer System design, operation and maintenance who is authorized to function within specified limits as an agent of the Township to administer and enforce the provisions of this Ordinance.
- c) Building Sewers - Pipe carrying liquid wastes from a building to the treatment tank or cesspool.
- d) Community Sewage System – A sewage facility, whether publicly or privately owned, for the collection of sewage from two or more lots, or two or more

equivalent dwelling units and the treatment or disposal, or both, of the sewage on one or more of the lots or at another site.

- e) Individual Sewage System – A system of piping, tanks and other facilities serving a single lot and collecting and disposing of sewage in whole or in part into the soil or into waters of this Commonwealth or by means of conveyance to another site for final disposal.
- f) Local Agency – The Chester County Health Department.
- g) Malfunction – The condition that occurs when any individual and community sewer system pollutes ground or surface waters; contaminates private or public drinking water supplies; creates a nuisance or a hazard to public health.
- h) Owner – Any person, corporation, partnership, etc. holding deed, or title to lands within the Township.
- i) Onsite System Service Provider – Any Township registered individual, agent, or employee of any proprietorship, partnership, or corporation that performs the observation, reporting and pumpings of an Individual or Community Sewer Systems.
- j) PA DEP / the Department – The Department of Environmental Protection for the Commonwealth of Pennsylvania.
- k) Repair – Work done to modify, alter, rehabilitate or enlarge an Individual or Community Sewage System.
- l) Septage – The scum, sludge, liquid, and other material pumped from a septic tank, or any other treatment tank.
- m) Sewage – A substance that contains waste products or excrement or other discharge from the bodies of human beings or animals and noxious or deleterious substances being harmful to the public health, or to animal or aquatic life, or to the use of water for domestic water supply or for recreation. The term includes any substance, which constitutes pollution to the waters of the Commonwealth under the Clean Streams Law (35 P.S. §691.1 - 691.1001).
- n) Sewage Enforcement Officer (SEO) – A person certified by DEP who is employed by the Chester County Health Department. Such person is authorized to conduct investigations and inspections, review permit applications, and do all other activities as may be provided for such person in the Sewage Facilities Act, the rules and regulations promulgated thereunder,

and under this Ordinance or any other ordinance adopted by the Township or the Chester County Health Department.

- o) Sewage Facilities – Any method of sewage collection, conveyance, treatment, and disposal that is intended to prevent the discharge of untreated or inadequately treated sewage into the waters of this Commonwealth, or otherwise provide for the safe treatment and disposal of sewage or other waste. Sewage facilities include both Individual or Community Sewage Systems and those systems that convey sewage across municipal boundaries for ultimate treatment by others.
- p) Treatment Tank – A watertight tanks designed to retain sewage long enough for satisfactory bacterial decomposition of the solids to take place. The term includes the following:

Septic tank – A treatment tank that provides solids separation and anaerobic decomposition of sewage solids prior to discharge to the absorption area.

Aerobic sewage treatment tank / Aerobic treatment unit (ATU) – A mechanically aerated tank that provides aerobic biochemical treatment and solids separation of sewage prior to discharge to the absorption area.

3. Permit Requirements.

- a) No building permit shall be issued for a new building which will utilize an Individual or Community Sewer System until Act 537 planning approval or a waiver from planning has been issued by the Department and the appropriate permit has been issued by the Local Agency. Proof of sewage system permit issuance shall be presented to the Township in the form of a properly executed permit signed by the Local Agency.
- b) No occupancy permit shall be issued for a new building which will utilize an Individual or Community Sewer System until the sewage disposal system has been installed and the completed installation is approved by the Local Agency. Proof of on-lot sewage disposal system final installation approval shall be presented to the Township in the form of a properly executed permit signed by the Local Agency.
- c) No building or occupancy permit shall be issued and no work shall begin on any alteration or conversion of any existing structure, if said alteration or conversion will result in the increase or potential increase in sewage flows from the structure, until either the structure's owner receives a permit from the Local Agency for alteration or replacement of the existing sewage disposal system or

until the structure's owner and the appropriate officials of the Township receive written notification from the Local Agency that such a permit will not be required. The Local Agency shall determine whether the proposed alteration or conversion of the structure will result in increased sewage flows.

d) Sewage permits may be issued only by the Local Agency.

4. Observations.

a) Any Individual or Community Sewer System may be observed by the Township's Authorized Agent, Onsite System Service Provider or the Local Agency at any reasonable time as of the effective date of this Ordinance.

b) Such inspection may include a physical tour of the property and examination of any or all Individual or Community Sewer System components for the purpose of identifying maintenance needs.

c) An Authorized Agent shall have the right to enter upon land for the purposes of observations described in this section, after notice to the property owners.

5. Operation.

a) Only normal domestic wastes shall be discharged into any Individual or Community Sewer System. The following shall not be discharged into the system:

1. Industrial waste.
2. Automobile oil and other nondomestic oil.
3. Toxic or hazardous substances or chemicals, including, but not limited to, pesticides, disinfectants (excluding household cleaners), acids, paints, paint thinners, herbicides, gasoline and other solvents.
4. Clean surface water or groundwater, including water from roof or cellar drains, springs, basement sump pumps and french drains.
5. Wastewater resulting from hair treatment at a multi-chaired beauty shop.
6. Any nonbiodegradable materials.

b) The Township may require the installation of water-conservation devices and other operation or maintenance procedures to improve sewage disposal system performance.

6. Onsite System Service Providers Responsibilities.

- a) At least 7 days before offering services to homeowners, as described in the following sections of this Ordinance, the Onsite System Service Providers shall:
1. Register with the Township and comply with all reporting requirements described herein;
 2. Unless prohibited by law, pay an annual registration fee of fifty dollars (\$50.00) which fee may be altered by future resolutions passed by the Board of Supervisors;
 3. Have successfully completed the On-lot Wastewater Treatment System Inspector program of the National Onsite Education and Research Foundation or the Pennsylvania Septage Management Association and be so certified;
 4. Have at least three (3) years of experience pumping and maintaining Individual or Community Sewage Systems and shall provide proof of professional liability insurance meeting the minimum Township standards;
 5. Identify all employees/owners and vehicles that will provide these services in the Township; and
 6. Provide a fee schedule for all services required under this Ordinance.
- b) In the event an Onsite System Service Provider detects conditions that indicate a malfunction they shall immediately notify the Sewage System Owner.
- c) Onsite System Service Providers shall upload reports within two (2) working days in a form acceptable to the Township after performing any type of service, installation, repair, maintenance, operation, or inspection.
- d) All Onsite System Service Providers who provide septage pumping services in the Township shall also be licensed by the Chester County Health Department.
- e) The pumping of Individual or Community Sewage Systems in the Township shall be done in accordance with the Pennsylvania Septage Management Association's Tank Pumping protocol.

7. Individual or Community Sewage System Owner's Responsibilities.

- a) General Responsibilities. The owner of a property served by an Individual or Community Sewage System shall be solely responsible for the following:
1. For any and all costs associated with the operation of their Individual or Community Sewage System;

2. To assure that the Individual or Community Sewage System is operated in the manner for which it was designed and intended;
 3. To assure that there is no discharge or disposal of any material or substance into the system in any quantity or concentration that would cause the system harm or to otherwise not function as intended;
 4. To maintain the Individual or Community Sewage System in such a condition as will permit it to function and prevent the unlawful discharge of sewage;
 5. To maintain the area around such system to provide convenient access for inspection, maintenance, and pumping, and divert surface water and downspouts away from the Absorption Area, Treatment Tanks and other system components and;
 6. In the event a landowner detects or becomes aware of conditions that indicate or could reasonably be interpreted to indicate a malfunction, the landowner shall contact the Local Agency and, if repair or replacement is necessary, apply for a permit to repair or replace the malfunctioning system. Landowners who disclose to the Local Agency the presence of a malfunction upon their lands shall not be penalized for the disclosure. If a landowner who has disclosed the presence of a malfunction fails to make voluntary repairs, the Township may seek injunctive or other relief to compel the repair of the malfunction or cause the repair to be effectuated and file a lien against the property to recoup costs incurred if necessary.
- b) Minimum operation and maintenance requirements shall include but are not limited to:
1. The observation of the Sewage Facilities within one growing season of receiving notification as described in Paragraph 8 unless it can be shown that the Sewage Facilities were observed and septage removed as detailed in this ordinance not more than three years prior to the effective date of this ordinance.
 2. The removal of septage or other solids from treatment and other storage tanks once every three (3) years, or when notified after an observation that it appears that settled or floatable solids are in excess of 1/3 the storage capacity of the tank.
 3. The recommendations of the manufacturer of any system component.
 4. For holding tank requirements, refer to West Caln Township Ordinance No. 1, 2008 enacted June 9, 2008.

8. Notification of Required Observation.

- a) Within three (3) months after of the adoption of this Ordinance the Township will notify all property owners with Individual or Community Sewage Systems in the Township to have their Individual or Community Sewage System observed and pumped in accordance with the SMP Districting Map on file at the Township.
- b) Property owners shall be notified by U.S. Mail at the address indicated on the records from the County Tax Assessment Office or Township address records, that they have one (1) year to have their Individual or Community Sewage Systems observed.
- c) Observations of Individual or Community Sewage Systems shall be completed by an Onsite System Service Provider of the property owner's choosing, at the property owner's sole expense.
- d) Observation of the Individual or Community Sewage System shall include all items listed on the Township approved checklist, and recording and reporting of:
 1. Defective Treatment Tank components (lids, baffles, dividers, etc.);
 2. Defective dosing and distribution components (laterals, distribution boxes, pumps, etc.);
 3. Defective Absorption Areas (trenches, beds, subsurface sand filters, sand mounds, etc.);
 4. Before pumping note the water-level above outlet pipe;
 5. Following or during pumping note backflow from the Absorption Area;
 6. Inflow from buildings(s) served to verify connection to buildings;
 7. Surface discharge, ponding or other signs of malfunction in the vicinity of the Absorption Area; and
 8. Surface contouring around Treatment Tanks and Absorption Areas.

9. Observation Requirements.

All Onsite System Service Providers shall upload the completed Township approved checklist into the approved database within two (2) business days upon completion of such service. The report shall contain, at a minimum, the following:

- a) The weather and soil condition at the time of observation;
- b) Information regarding the lot and dwelling size;
- c) Information regarding the condition and functioning of the Treatment Tanks, distribution system and Absorption Area. Identify and report if any untreated or

partially treated sewage is being discharged into waters of the Commonwealth, onto the ground, or backing up into a structure;

- d) Verification and recording that surface contouring and other measures are consistent with 25 Pa. Code Chapter 73, to divert stormwater away from Treatment Tanks and Absorption Areas and to protect Absorption Areas from physical damage. Identify and report any inconsistency; and
- e) The recording of any other observations made associated with the proper operation and maintenance of the Individual or Community Sewage System.

10. System Rehabilitation.

- a) Whenever any inspection or observation reveals a suspected malfunction, the Township shall convey all pertinent information to the Local Agency, who shall make a final determination as to functional status and rehabilitation measures required. Any person owning a building served by an Individual or Community Sewer System determined to be in a state of malfunction by the Local Agency shall perform all corrective measures required by the SEO to abate the malfunction. The Local Agency shall have the authority to require abatement of any malfunction by the following methods: cleaning, repair or replacement of components of the existing system, adding capacity or otherwise altering or replacing the system's initial treatment unit, expanding the existing disposal areas, replacing the existing disposal area, replacing the system with a retaining tank, frequent pumping, or any other alternative appropriate for the specific site.
- b) In lieu of, or in combination with, the remedies described in this section, the Local Agency and/or the Authorized Agent may require the installation of water-conservation equipment and the institution of water-conservation practices in structures served. Water-using devices and appliances in the structure may be required to be retrofitted with water-saving appurtenances or they may be required to be replaced by water-conserving devices.
- c) Should none of the remedies described in this section be totally effective in eliminating the malfunction of an existing on-lot sewage disposal system, the property owner is not absolved of responsibility for that malfunction. The Township and the Chester County Health Department may require whatever action is necessary to lessen or mitigate the malfunction to the extent necessary.
- d) There may arise geographic areas where numerous Sewer Systems are known or are suspected to be malfunctioning. A resolution of these area-wide

problems may necessitate detailed planning and a revision to the portion of the Sewage Facilities Plan pertaining to areas affected by such malfunctions. When a PA DEP-authorized Official Sewage Facilities Plan revision has been undertaken, mandatory repair or replacement of individual malfunctioning sewage disposal systems within the area affected by the revision may be delayed, pending the outcome of the plan revision process. However, immediate corrective action may be compelled whenever a malfunction, as determined by the Chester County Health Department and/or the PA DEP, represents a serious public health or environmental threat.

11. Continuing Education.

- a) The Township shall maintain a website dedicated to community affairs. The website shall provide educational materials related to Individual or Community Sewage Systems, their operation and related maintenance. Information will be updated annually.
- b) The Township shall hold public meetings, annually, for three (3) years after the adoption of this Ordinance to educate the public with regard to the operation and maintenance of Individual or Community Sewage Systems.
- c) The Township shall annually publish and post on the Township's website a list of all registered Onsite System Service Providers.

12. Administration.

- a) The Township shall fully utilize those powers it possesses through enabling statutes and ordinances to affect the purposes and intent of this Ordinance.
- b) The Township shall use qualified individuals to carry out the provisions of this Ordinance. Those qualified individuals may include an Authorized Agent and may include an administrator and such other persons as may be necessary. The Township may also contract with private qualified persons or firms as necessary to carry out the provisions of this Ordinance.
- c) All records, reports, files and other written materials relating to the inspection, operation and maintenance of Individual or Community Sewer Systems in the Township shall become the property of, and be maintained by, the Township. Existing and future records shall be available for public inspection during regular business hours at the official office of the Township. All records pertaining to sewage permits, building permits, occupancy permits and all other

aspects of the sewage management program shall be made available, upon request, for inspection by representatives of the Department.

- d) The Board of Supervisors shall establish all administrative procedures necessary to properly carry out the provisions of this Ordinance.
- e) The Board of Supervisors may establish a fee schedule, and authorize the collection of fees, to cover the cost to the Township of administering this Ordinance, consistent with local municipal code.

13. Liens.

- a) The Township, upon written notice from an Authorized Agent or from the Local Agency that an imminent health hazard exists due to failure of the property owner to maintain an Individual or Community Sewer System as provided under the terms of this Ordinance, shall have the authority to perform, or contract to have performed, the work required by the Authorized Agent or the Chester County Health Department's Sewage Enforcement Officer. The owner shall be charged for the work performed, and, if necessary, a lien shall be entered therefor in accordance with law.

14. Violations – Penalties – Suspensions.

- a) It shall be illegal for any Onsite System Service Provider to fail to file the necessary reports in the manner previously specified.
- b) Any person who violates or permits the violation of any provision of this Ordinance shall, upon conviction thereof in a summary proceeding brought before a District Justice under the Pennsylvania Rules of Criminal Procedure, be found guilty of a summary offense, and shall be subject to a fine of not less than \$600 and not more than \$1,000, plus costs of prosecution. In default of payment thereof, the defendant may be sentenced to imprisonment for a term of not more than thirty (30) days. The continuation of such violation for each successive day shall constitute a separate offense, and the person or persons allowing or permitting the continuation of a violation may be punished as provided above for each separate offense. All fine and penalties collected for violation of this Ordinance shall be paid to the Township Treasurer.
- c) Any business which has been convicted on two (2) previous occasions for violations of this Ordinance, or which fails to comply with any of the provisions of this Ordinance, or which violates the conditions of its DEP permit relating to the handling, treatment or disposition of septage materials, or of any State law or municipal ordinance governing its operation, shall be barred from operating

within the Township for a period of not less than six (6) months nor more than two (2) years, as determined by the Board of Supervisors or their authorized agent.

- d) In addition to any other actions to obtain compliance, the Township may assess civil penalties as described in the PA Sewage Facilities Act.

15. Severability.

The provisions of this Ordinance shall be severable, and if any of its provisions shall be held to be unconstitutional, illegal, or invalid, such unconstitutionality, illegality, or invalidity shall not affect the validity of any of the remaining provisions of the Ordinance.

16. Repealer.

All other ordinances or articles of ordinances inconsistent herewith are hereby repealed, including the previously adopted Waste Disposal Ordinance of West Caln Township of 1983.

ENACTED AND ORDAINED this _____ day of _____, 2020.

ATTEST:

**WEST CALN TOWNSHIP
BOARD OF SUPERVISORS**

Township Manager

Donald W. Martz, Chairman

Allen R. Martin, Vice Chairman

Joseph G. Hutton, Member

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SECTION 0
FUNDING

SECTION O. - FUNDING

- A. Estimated costs to fund the program development; administration recordkeeping; public education development of inventory; registration and licensing, and enforcement are being developed and will be paid for through Township funding.
- B. A fee schedule will not be required for Onsite System Service Providers observation as homeowners will assume the responsibility of paying for maintenance of their system.

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SECTION P
PUBLIC EDUCATION

SECTION P. - PUBLIC EDUCATION

- A. Public education will be provided in several formats. Educational material will be provided to homeowners via Township website, physical format such as pamphlet's and will be available in the township office. Public meetings will be held annually for three years to educate homeowners on how to properly maintain Sewage System and why it is important to have a SMP. Additionally, a survey has been sent out to homeowners which they are asked to provide feedback about their sewage systems and how they felt about the SMP or preferred public sewer.
- B. Currently, we are collaborating with Chester County Health Department on creating a database and inventory mechanism for all Sewage System in the county. We have approached various town officials to educate them on the benefits of a SMP and how a database can streamline such a program. Through use of pictures, diagrams, and PowerPoints we are working to educate related officials and the public for the SMP to gain acceptance.
- C. Lastly, we are working with sewage pumpers in the area to create a registration of those who are interested in servicing and qualified to service the sewage facilities in the Township. Each service provider will be required to participate in a short course to educate them on the program, how to perform observations, and how to use the database. During this class, the service providers will be informed to the importance of educating the homeowners on proper use (operation) and maintenance of their sewage facilities.

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SECTION Q
IMPLEMENTATION SCHEDULE

SECTION Q. - IMPLEMENTATION SCHEDULE

Milestone	Start	End
1. Adoption of SMP Ordinance	1 month after PA DEP Component 2M Approval	No end date
2. Notify homeowners of SMP commencement	3 months after adoption of Ordinance	
3. Hold educational Township meeting (3 annual meetings)	3 months after Homeowner Notification	2 yrs. and 2 months after adoption of Ordinance
4. Begin Phase 1 (active observation/pumping of Sewage Facilities)	1 st Growing Season after adoption of Ordinance	3 rd Growing Season after adoption of Ordinance
5. Populate Database and monitor compliance	1 st Growing Season after adoption of Ordinance	4 th Growing Season after adoption of Ordinance
6. Begin Phase 2 (pumping) of Sewage Facilities	Reoccurring every 3 years after completion of Phase 1	No End date

Official Copy

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SECTION R

PUBLIC NOTIFICATION REQUIREMENT

SECTION R. - PUBLIC NOTIFICATION REQUIREMENT

**INSERT PUBLIC NOTICE, PROOF OF PUBLIC NOTICE AND ANY PUBLIC COMMENTS RESPONSES
HERE**

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NOTICE

Notice is hereby given, in accordance with Pennsylvania Department of Environmental Protection regulations, Section 71.53(d)(6) of PA Code, Title 25 Act 537, that West Caln Township is accepting written comments on a Minor Act 537 Update Revision for development of a Sewage Management Program (SMP) to include all On-Lot Disposal Systems and Community On-Lot Disposal Systems (Sewer Facilities) within the Township. The SMP is designed to prolong the life of the Sewer Facilities through proper Operation and Maintenance and be conducted in 2 phases. Phase one will develop an inventory using registered Service Providers to observe the current conditions of the Sewer Facilities while pumping all tanks; provide education to residents; set standards for maintenance and operations and establish fees for implementation. Phase two will include reoccurring pumping of all Sewer Facilities at 3-year intervals. The administration of the SMP will be paid for from the General Operating Budget. Fees associated with the observation and pumping of the Sewer Facilities will be paid for by the property owner.

Due to the current Covid-19 social distancing limitations, the Minor Act 537 Update Revision for development of a Sewer Management Program is conveniently available for review on the Township's website at www.westcaln.org If viewing online is not feasible for a resident, please contact Kim Milane-Sauro at (610)384-5643 to make alternative arrangements.

All comments must be in writing and submitted within 30 days of the date of publication of this notice to:

Kim Milane-Sauro
Assistant Township Manager
West Caln Township
721 West Kings Highway
Wagontown, PA 19376

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SECTION S
TASK ACTIVITY REPORT

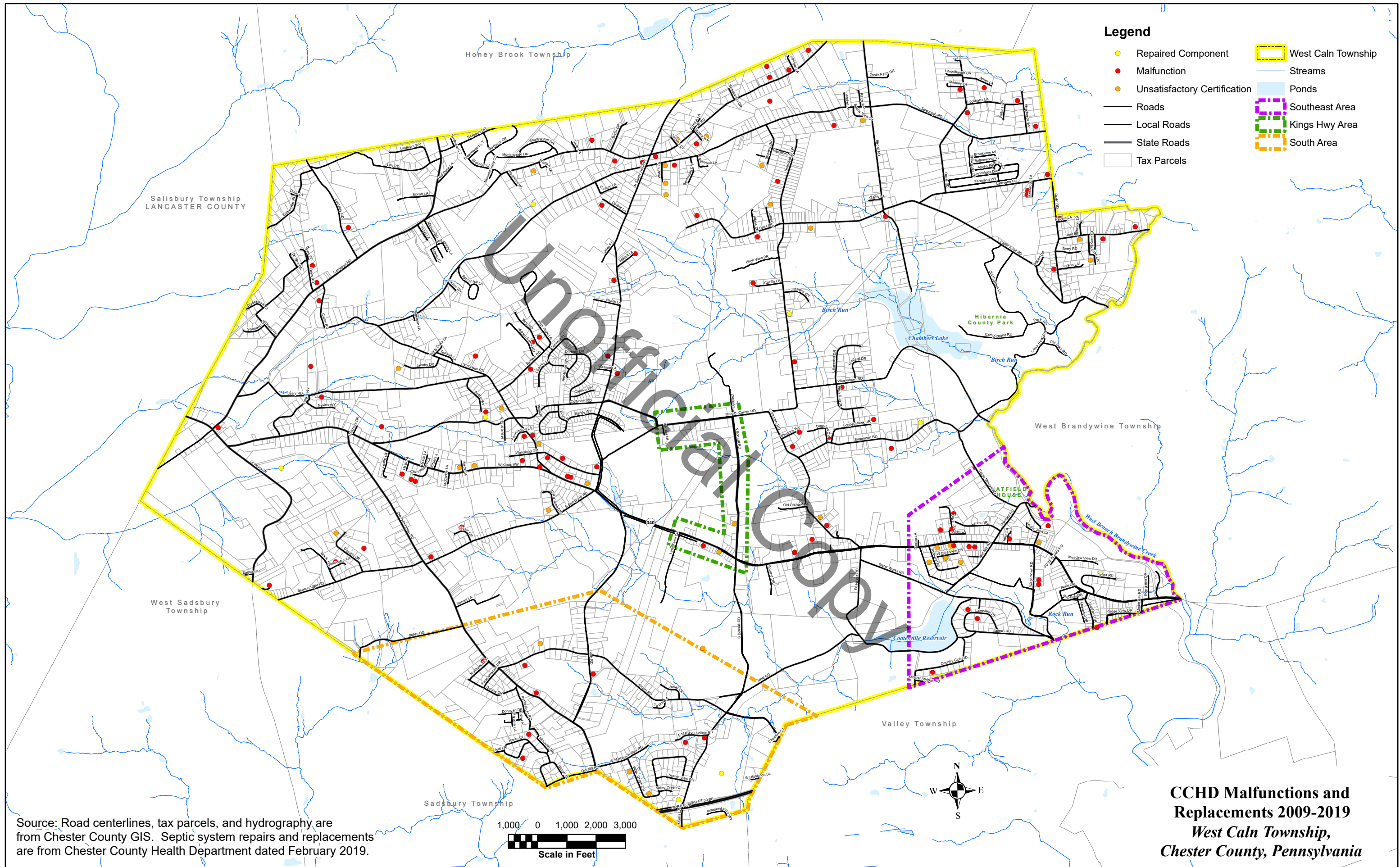
SECTION S. - TASK ACTIVITY REPORT

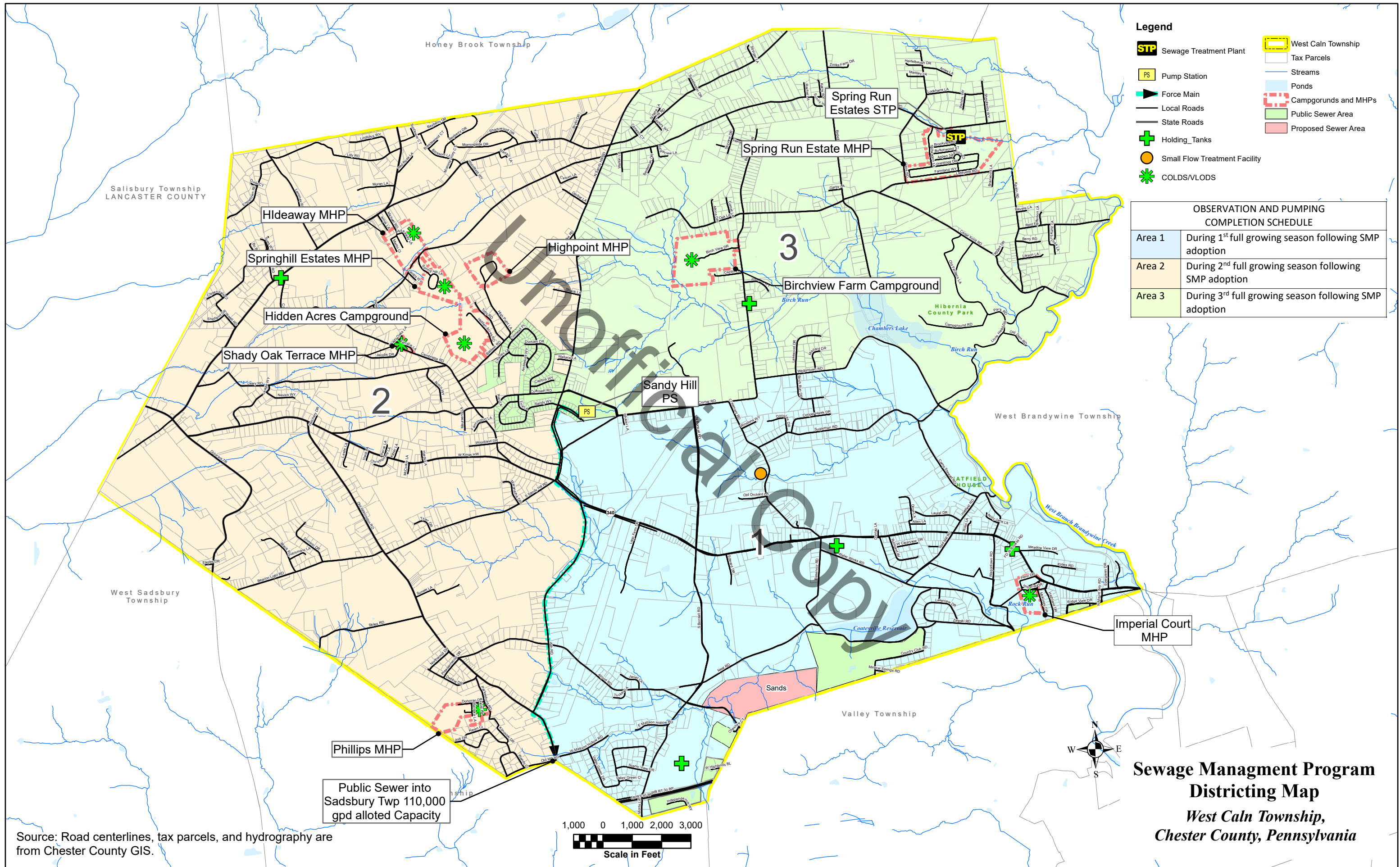
Grants are not applicable, No Task Activity Report Attached

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SECTION T
FLOW CHART
SEWAGE MANAGEMENT PROGRAM DISTRICTING MAP





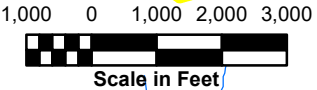
Legend

- STP Sewage Treatment Plant
- PS Pump Station
- Force Main
- Local Roads
- State Roads
- Holding Tanks
- Small Flow Treatment Facility
- COLDS/VLODS
- West Caln Township
- Tax Parcels
- Streams
- Ponds
- Campgrounds and MHPs
- Public Sewer Area
- Proposed Sewer Area

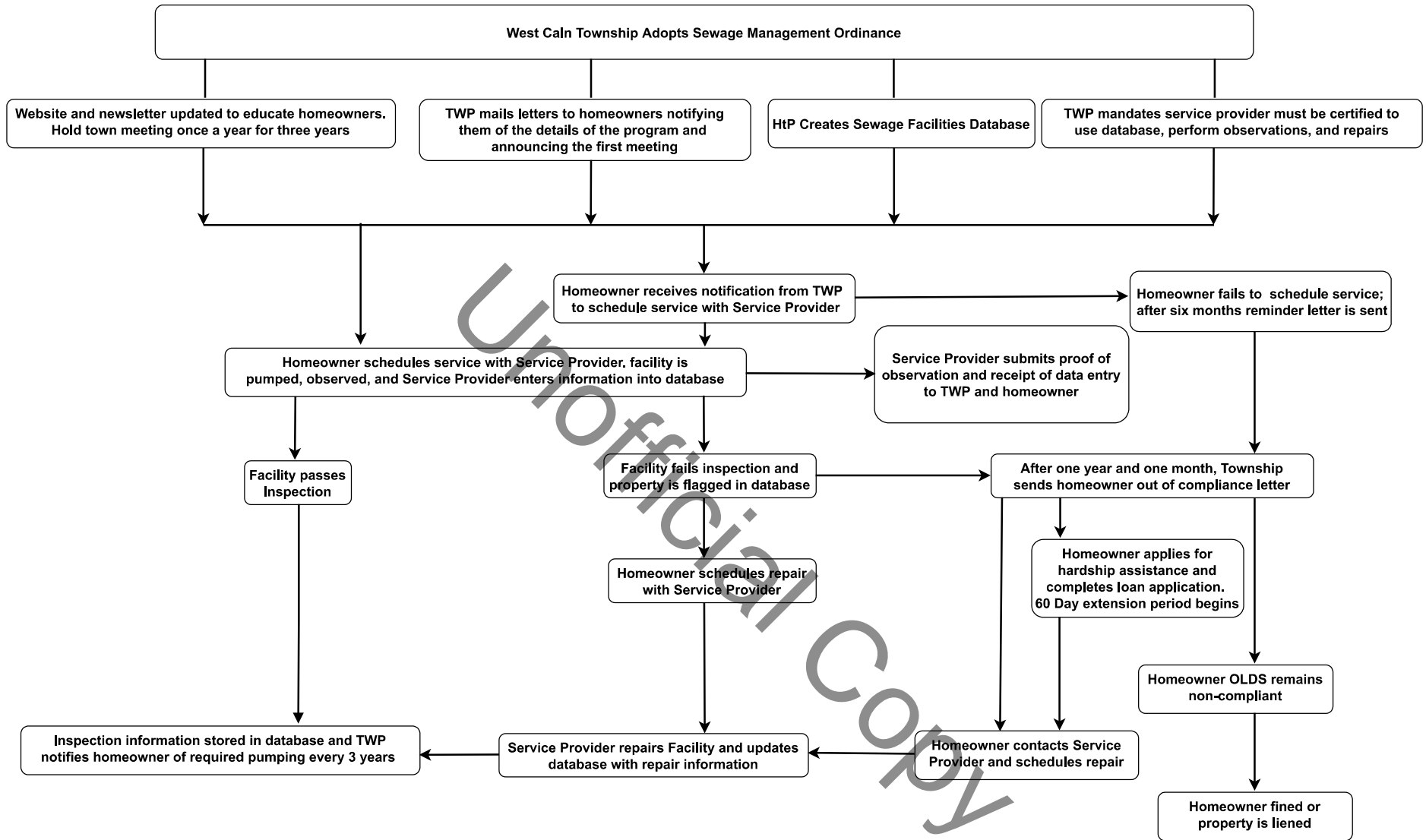
OBSERVATION AND PUMPING COMPLETION SCHEDULE	
Area 1	During 1 st full growing season following SMP adoption
Area 2	During 2 nd full growing season following SMP adoption
Area 3	During 3 rd full growing season following SMP adoption

Public Sewer into Sadsbury Twp 110,000 gpd allotted Capacity

Source: Road centerlines, tax parcels, and hydrography are from Chester County GIS.



Sewage Management Program Districting Map
West Caln Township, Chester County, Pennsylvania



Appendix 1

Unofficial Copy

SECTION U
RESOLUTION OF ADOPTION

SECTION U. - RESOLUTION OF ADOPTION

INSERT FINAL RESOLUTION OF ADOPTION ONCE SIGNED HERE

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**WEST CALN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

RESOLUTION ___ OF 2020

A RESOLUTION OF WEST CALN TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA, TO ADOPT A MINOR ACT 537 UPDATE REVISION FOR DEVELOPMENT OF A SEWER MANAGEMENT PROGRAM TO INCLUDE ON-LOT DISPOSAL SYSTEMS, COMMUNITY ON-LOT DISPOSAL SYSTEMS AND HOLDING TANK SEWER FACILITIES WITHIN WEST CALN TOWNSHIP.

WHEREAS, Section 5 of the Act of January 24, 1966, P.L. 1535, No. 537, known as the "Pennsylvania Sewage Facilities Act," as amended, and the Rules and Regulations of the Department of Environmental Protection ("Department") adopted thereunder, and Chapter 71 of Title 25 of the Pennsylvania Code, requires municipalities to adopt an Official Sewage Facilities Plan providing for sewage services adequate to prevent contamination of waters and/or environmental health hazards with sewage wastes, and to revise said plan whenever it is necessary to meet the sewage disposal needs of the municipality; and

WHEREAS, West Caln Township, through the Township's consultant Hydraterra Professionals, LLC, has prepared an Update Revision as described in the above caption of this Resolution which provides for the implementation of a sewage management program; and

WHEREAS, West Caln Township, with the guidance of the Township's consultant Hydraterra Professionals, LLC, has determined and finds that the Update Revision conforms to applicable zoning, subdivision, other municipal ordinances and plans, and to a comprehensive program of pollution control and water quality management.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of West Caln Township, Chester County, Pennsylvania to hereby adopt and submit to the Department of Environmental Protection for its approval as a revision to the "Official Plan" of West Caln Township, the above referenced Update Revision. West Caln Township hereby assures the Department of the complete and timely implementation of the said plan as required by law pursuant to Section 5 of Pennsylvania Sewage Facilities Act as amended.

ADOPTED and RESOLVED by the Board of Supervisors of West Caln Township on this ____ day of _____, 2020.

ATTEST:

**WEST CALN TOWNSHIP
BOARD OF SUPERVISORS**

Township Secretary

Donald W. Martz, Chairman

Allen R. Martin, Vice Chairman

Joseph G. Hutton III, Member

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