

Coburg Wastewater Policies

Adopted November 2012 by Coburg City Council

1. Coburg will have a STEP MBR wastewater system.
2. All developed properties within 200 feet of an extension of the collection system shall be required to connect to the sewer system within City Limits.
3. Developed (not vacant or abandoned) properties with an executed easement (signed and recorded) allowing the City to access the property, who are not more than three months in arrears for any City debt, will be eligible for the City's septic restoration/installation program and the City will take over operations responsibility, maintenance, repair, and ownership of the septic tank, effluent pump and related power and control package (panel). Property owners shall be responsible for operations responsibility, maintenance, repair, and ownership of all infrastructure that delivers raw sewage to the City septic tank typically using but not limited to gravity laterals from structures and pumped systems. Property owners will be responsible for electricity to operate the pump. City responsibility for the STEP system maintenance begins at the tank and pump. Once installed, the owner is responsible for maintenance of plumbing into the tank, and for electrical service to the pump in the tank.
4. All Coburg septic tanks/systems remain under Lane County jurisdiction until the final hook-up to the Coburg Wastewater System.
5. All property owners shall properly maintain their own septic system in accordance with Lane County requirements until their septic tank is formally hooked-up to the Coburg Wastewater System.
6. The City's restoration/installation program will (at the City's cost);
 - Pump and inspect the current septic tank, including a leak test
 - At the City's discretion, install a drainage line from the outside edge of the house or building to the septic tank;
 - Install a new septic tank , if necessary, such tank to be installed in a place of convenience at least five feet from any structure.;
 - Wherever possible, maintain 10 feet of horizontal clearance (setback) from septic tank to enable safe maintenance of tank;

- Install a new electrical service for the septic effluent pump and control panel. If necessary, this service may include a new electrical subpanel to serve the septic pump and control panel only. It will not include any other electrical work;
- Install a new electric pump in the septic tank, if necessary;
- Install a pressurized collection lateral from the septic tank to the City collection system in the City Right-of-Way;
- Disconnect the septic system from the existing drainfield and, if necessary, decommission the old septic tank by filling it in place consistent with Lane County regulations;
- Re-vegetate areas where vegetation was removed;
- Restore disturbed areas to a condition similar to the pre-existing conditions.

7. If the City encounters conditions that make installation of any element of the program difficult or impossible, including extraordinary expense, the City will negotiate with the property owner regarding property owner payment of the extraordinary costs. If the City is unable to come to an agreement, the City may be forced to delay or discontinue the restoration /installation work on that property. Examples of conditions that would trigger this negotiation may include, but are not limited to:

- Electrical problems requiring rewiring of the building's electrical system beyond what is required for the septic pump and related control panel;
- The current septic system being located inside a structure or so close to the structure that work on the system would not comply with building codes or the City policies;
- The existing system has not been maintained or has deteriorated to such an extent that it is not in compliance with applicable regulations and installation or restoration would create a health hazard or would cost the City an unreasonable amount more than the amount for installation if the system had been compliant or operating within regulatory guidelines;
- Hazardous materials or other contaminants are found on the property.

8. The City will endeavor to install septic tanks and pipes in areas and in ways that minimize disturbance of yards, done to the local standards for contractor work on private property, but cannot make a guarantee above accepted local standard of care and as set forth in these standards. The City will attempt to replace disturbed vegetation with vegetation of a similar kind or type (i.e. grass to replace grass, shrubs to replace shrubs, etc.) The City does not guarantee that it can in all cases replace vegetation exactly (i.e., a Tropicana rose may be replaced with a rose bush, not

necessarily with a Tropicana). The City cannot replace exotic or rare specimens with similar types. The City will not undertake to replace vegetation with vegetation of a similar age or maturity. The City cannot guarantee the survival of any replacement vegetation. Property owners will be given notice of the work schedule and encouraged to remove and preserve vegetation before work begins. The City cannot guarantee that last minute changes required during work on the site will allow notice to the property owner.

9. The City will repair or replace any driveways, sidewalks or structures (including fences) on private property that must be removed or impacted to accommodate installation of the STEP system on that private property in all cases where the original driveway, sidewalk or structure was installed legally and in compliance with the building codes in effect when installed. If a property owner wishes to make changes that incur additional cost, the City and the property owner must come to an agreement regarding any additional costs before work can begin. Property owners have a responsibility to investigate the plans prior to the contractor beginning work on their property. The City cannot guarantee that negotiations during work on a property will be possible. The City will not be responsible for assisting with alterations once work has been completed on a property.

10. The City will require certain work to be performed by the contractor. The nature of the work on each property will vary according to the needs of that property. When work is completed, the City and the property owner will each have responsibility for maintenance and upkeep of certain elements of the work performed. The general nature of the work includes:

- Replacement or new plants (grass, shrubs, bushes or trees, etc.) no warrantee or guarantee of survivability, other than alive when placed. The property owner assumes all maintenance and care for vegetation.
- Construction (sidewalks, driveways, fences, etc.) done to repair the installation impact or complete installation, including electrical installations on the structure or otherwise prior to the connection to the STEP pump, all plumbing work “upstream” of the STEP tank, will become the responsibility of the property owner once the contractor leaves the site. The contractor will give the City a one year warrantee on work. If the City is notified of a defect in the work that becomes the property owner’s responsibility within the warrantee period, the City will enforce its warrantee on behalf of the property owner.
- All elements of the STEP system in or “downstream” of the tank, including the pump and the electrical connection at the pump, the tank and the connection to

the City collection system, will be the City's responsibility. All maintenance – including pumping the tank as needed – will be the City's responsibility, starting the day the system is connected to the City wastewater system.

11. All STEP systems connected to the Coburg wastewater system must be installed consistent with the City of Coburg's specifications.

12. Work on private property will only be initiated after contact with the property owner, and will be carried out at a time convenient to the property owner, unless there is an emergency, or unless repeated attempts (3) to arrange a suitable time for the entrance on the property have not resulted in an agreement on a mutually acceptable time for the work to be performed.

13. The City will not be responsible for any vegetation or any structure that is put in place after the installation of the STEP system on a property and thereafter has the effect of blocking or limiting the City's necessary access to the property for routine or emergency maintenance of the STEP system. The City having work performed on non-conforming septic systems, and taking responsibility for non-conforming STEP systems, and the City directing its contractors to repair or replace any other non-conforming use or structure on a property does not alter the non-conforming character of the use, and will not be regarded as an approval of, or waiver of, the non-conforming status of any structure, installation, or use.

14. The City is committed to providing updates about the Wastewater Project progress by:

- Monthly progress reports at each City Council meeting
- Monthly progress reports at each Planning Commission meeting
- Monthly messages to property owners in each utility bill
- Bi-monthly updates in each 'Our Town Newsletter'
- Regular rotation of messages on the City Hall reader board
- Regular rotation of messages in the City Hall kiosk
- Regular rotation of messages on the City website www.coburgoregon.org
- Contact information for staff available at City Hall and references in printed and posted material
- Prompt responses to Citizen Inquiry Form submittals
- Prompt responses to written, phone, or email questions from citizens