

INSTRUCTIONS - CAPACITY ASSURANCE SEWAGE COLLECTION SYSTEM

Instructions: The owner or operator of the downstream sewage collection system must complete and submit this Capacity Assurance Form to comply with Arizona Administrative Code (AAC) R18-9-E301(C)(1). This form should be submitted with the Notice of Intent to Discharge (NOI) for the proposed system. ADEQ reserves the right to require new capacity assurance forms when the forms on file for a project is more than 6 months old or ADEQ has reason to be concerned with the wastewater treatment plant's capacity (i.e. if for example many Capacity Assurance forms for the same wastewater treatment plant are submitted within a short time period). All fields must be filled out when required for the form to be administratively complete.

Project Name should match the project name listed on the NOI for which this form is being submitted.

Base Design Flow is the design flow for the project and it must be the same as the design flow listed on the NOI. It must be calculated in accordance with AAC R18-9-E301 (D)(1)(a) and does not include a peaking factor. The design flow is determined at the downstream point of the proposed project and the "Sewage Design Flow per Applicable Unit" in Table 1.

Maximum Sewage Flow is calculated using the Base Design Flow and the applicable peaking factor in accordance with AAC R18-9-E301 (D)(1)(b).

Available Capacity is the additional capacity in the sewage collection system available for this and other projects and it is based on Design Flow per Applicable Unit" in Table 1 and allocated capacity commitments. The Available Capacity should be calculated at the point between the point of connection for the project for which the form is being submitted and the wastewater treatment plant where additional flow will cause the greatest constraints on the existing infrastructure. The Available Capacity must be based on "maximum sewage flows". Please be advised that "any point in the sewer main when flowing full must accommodate peak wet weather flow" per AAC R18-9-E301 (D)(1)(b). A map of the location of the point selected and the rationale for its selection should also be attached.

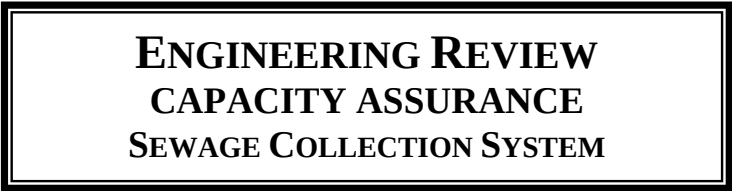
Total flow Approved Upstream From the Point of Connection is the flow from the existing sewage collection system upstream from the point where the proposed project will connect and it is based on Design Flow per Applicable Unit" in Table 1 and allocated capacity commitments. Dry weather peak factors should be incorporated based on the total upstream population in accordance with AAC R18-9-E301 (D)(1)(b).

Responsible Person is the owner or operator of the facility and should be the person who signs the form in section 5. The Responsible Person must be authorized by the owner of the utility to make capacity commitments.

Construction Schedule For Additional Capacity When a downstream sewage collection system is being built, ADEQ will issue a Construction Authorization and the upstream sewage collection system projects may be built "at risk" if a Construction Authorization has been approved for the downstream systems. However, a Discharge Authorization will not be issued for the (upstream) project unless the Discharge Authorization has been issued for the downstream sewage collection system.

A detailed schedule must be provided when the Discharge Authorization has not been issued for the downstream sewage collection system in order for ADEQ to issue a Construction Authorization for the upstream project. A Construction Authorization is good for two years. The schedule must demonstrate that the downstream sewage collection system will be built and its Discharge Authorization will be issued within two years. Please be advised when the **Construction Schedule** is required, new Capacity Assurance forms must be submitted prior to ADEQ issuing a Discharge Authorization.

Capacity Assurance Certification The Responsible Person must sign the form issuing capacity for the project in accordance with the base design flow listed in section 1 of this form. Please be advised when capacity is allocated for a project, it is not necessarily possible to rescind that capacity and that capacity cannot be rescinded when a permit is in process, or there is an unexpired Construction Authorization issued for the project. Furthermore, capacity cannot be rescinded if the sewage collection system has been built or construction on the sewage collection system has started. In addition, capacity cannot be rescinded if lots or real estate have been sold as a result of an "Approval of Sanitary Facilities for Subdivisions" that was associated with the NOI for which the capacity assurance was issued. An "Approval of Sanitary Facilities for Subdivisions" can be issued when a Construction Authorization for an associated project is approved.



Project Name: _____	
Base Design Flow (AAC R18-9-E301 (D)(1)(a)):	_____ (MGD)
Maximum Sewage Flows (AAC R18-9-E301 (D)(1)(b)):	_____ (MGD)

Available Capacity:		(MGD)
Total flow Approved Upstream From Point of Connection:		(MGD)
☒ A map of the location used to calculate Available Capacity is attached.		

Responsible Person's Name: _____		Position: <u>Project Manager</u>
Agency or Company: <u>City of Flagstaff</u>		
Mailing Address: <u>211 W Aspen Ave, Flagstaff, AZ 86001</u>		
_____ Telephone: _____ Fax: _____		
Email Address: _____		

☒ Details are described on attachment.

I, _____, affirm that, in accordance with A.A.C. R18-9-E301 (C)(2), the sewer collection system downstream from this project can maintain the performance standards required under AAC R18-9-E301(B) for the increased flow from the proposed system or expansion identified in Section "1" of this form. I certify that the information provided on this form is based on the best available information.

Signature: _____ Date: _____