

City of Santa Fe Wastewater Management

73 Paseo Real
Santa Fe, NM 87507
Phone 505-955-4650

Date: _____
Permit #: _____
Parcel ID: _____
Acct#: _____

APPLICATION FOR PERMIT

Sewer Connection

APPLICATION MUST BE FULLY COMPLETED, SIGNED, AND ALL FEES/CHARGES PAID BEFORE A PERMIT CAN BE ISSUED

Property Information

Property Owner: _____ Phone #: _____

Service Address: _____

Contactor Contact: _____ Phone#: _____

Contractor Name: _____ Phone #: _____

Work will be done by homeowner

Connection Information

_____ New Construction - New Tap

_____ Existing Structure - New Tap

_____ New Construction - Existing Tap

_____ Existing Structure - Existing Tap

_____ Old Sewer Tap to New Sewer Tap

_____ Other (describe) _____

Other information: _____

Location of line(s) being repaired:

_____ Work will require excavation within a public road (Streets Permit Required)

_____ Work located entirely on the property referenced on this application

_____ Work partially located on a neighboring property (recorded easement attached)

_____ Ft. – approximate length of pipe to be installed under this permit

_____ Diameter of pipe to be installed for the sanitary building sewer

Building Sewer Information

Type of Structure:

_____ Single Family Dwelling

_____ Multi-Family Dwelling (please list how many units are in the structure) _____

_____ Industrial Business - Name of Business: _____

must be reviewed and approved by Industrial Pretreatment section

_____ Commercial Business – Name of Business: _____

(Please describe type of business and capacity (i.e. 48 seat ordinary restaurant, retail establishment w/12 employees...)

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Management
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Date: _____
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Type of wastewater to be discharged:

_____ Household Wastewater

_____ Commercial Food Service Wastewater

Other: _____

**ITEMS NOT PERMITTED TO BE
DISCHARGED: clean water
connections (i.e. downspouts),
sump pumps, fish cleaning, garbage,
hazardous materials, excessive
grease or oil**

Is the property subject to the 100 year flood?

Yes _____ No _____

_____ Existing Septic tank or Cesspool (Onsite Liquid Waste System Abandonment Form from NMED required to abandon septic system)

Please initial that you have read and understand the following:

Please initial that you have read and understand the following:

_____ No work shall begin until a permit has been issued.

_____ 24 hours notice shall be given to the city by the permit holder prior to beginning construction.

_____ All work shall be inspected by the city prior to backfilling.

_____ A \$5,000 Performance Bond is required

I, as the Responsible Contractor, hereby understand and agree to comply with the Wastewater Rules, Regulations and Ordinances governing installation/repair of building sewers. I am qualified to do the work and am duly licensed in the State of New Mexico and doing business under License # _____.

Date

Contractor's Signature

**City of Santa Fe Wastewater
Management
73 Paseo Real
Santa Fe, NM 87507
Phone 505-955-4650**

Date: _____
Permit #: _____
Parcel ID: _____
Acct#: _____

For Office Use Only

_____ Permit Fee

GRAVITY SERV. _____

Please make Checks payable to: City of Santa Fe
Attach copy of receipt to show payment

G.P. TYPE # _____

Main Size/Type: _____

[Faint, illegible text, likely bleed-through from the reverse side of the page]

Bond Number _____

CITY OF SANTA FE
SANITARY SEWER TAP SURETY BOND

That we, _____, as Principal, and _____, as Surety, are held and firmly bound into the **City of Santa Fe, NM**, or to any of its officers, for the use of any persons, firm, or corporations with whom such Principal shall hereafter contract, in the penal sum of **Five thousand and no/100 (\$5,000.00)**, good and lawful money of the United States of America, well and truly to be paid, and for payment of which we and each of us hereby bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by the presents.

Whereas, the above named Principal desires to engage in the business of installing, constructing, building, repairing, or replacing a connection to the public sanitary sewer system in the **City of Santa Fe, NM**, and has applied to the Wastewater Division Engineer of said City for a permit to do such work.

Now therefore, if said Principal shall, during its continuance of said permit, indemnify and save harmless the **City of Santa Fe, NM**, and any person, firm or corporation with whom the Principal has contracted, from any and all damages of every character arising from, or caused directly or indirectly, from Imperfect or inadequate work done by said Principal and maintain said work in good and workmanlike state of repair for and during a period of one (1) year from and after its completion and acceptance by the **City of Santa Fe, NM**, then this obligation shall be null and void, otherwise to remain in full force and effect; provided however, this bond is executed by the Surety on the condition that its liability shall be limited by and subject to the conditions and provisions herein contained.

Successive actions may be brought on this bond for successive breaches of its conditions or any of them; provided, however, that the sum total of all liability of the Surety on any one or all of such actions shall not exceed the sum of Five Thousand Dollars.

The liability of the Surety under this bond, if not canceled as hereinafter provided, shall cease and terminate of its own force and effect one year from the date hereon, saving and except for the maintenance of the work performed previous to the date of termination, for which work the liability of the Surety from maintenance shall continue for one year from and after the date of the completion and acceptance of said work by the City, but no longer.

The Surety may terminate its liability under the bond at any time by giving the **City of Santa Fe, NM**, five (5) days written notice of the surety's intention to do so, and from and after said date the surety will no longer be liable for any subsequent act, save and except as to maintenance as hereinabove provided.

Signed and Sealed this ____ day of _____, 20__

Attest _____

Principal _____

Title _____

Date _____

Attest _____

Surety _____

Title _____

Date _____

Sanitary Sewer Tapp Permit

Relevant Ordinance Requirements

- **22-4.8 - Abandonment of cesspool or septic tank.**

When the use of any septic tank or other on-site treatment system is discontinued or abandoned, the required work shall be done in accordance with the Uniform Plumbing Code. Waste material collected as a result of cleaning shall be disposed of in accordance with law and applicable regulations.

(Ord. #1997-3, § 20)

- **22-6.3 - Plans to be filed; issuance of permit.**

When an application for a permit to connect to the existing city sewer system is made, the person, company or corporation making the application shall submit for the city's approval adequate plans, drawings, specifications or descriptions of the proposed work. If these submittals meet with the appropriate standards for approval by the city, a permit for the construction shall be issued by the building inspection division.

(Ord. #1997-3, § 40)

- **22-6.4 - Service connections to be made by licensed plumber.**

All connections to the city sewers shall be made by a licensed plumber authorized to do business in the city, in accordance with [Section 7-9](#), Uniform Plumbing Code.

(Ord. #1997-3, § 41)

- **22-6.5 - Inspections.**

A. The city's building inspection division shall be notified when a sewer connection is completed and ready for inspection. All work shall be left uncovered for examination until inspected and approved by the building inspection division staff inspector or their duly authorized representative.

B. For each sewer line connection inspection made by the inspector, an inspection fee shall be charged as described in Exhibit A of this chapter. The inspector shall be the sole judge of the total number of inspections necessary.

(Ord. #1997-3, § 42; [Ord. No. 2023-7](#), Exh. A)

Editor's note— Exhibit A, referred to herein, may be found at the end of this chapter.

- **22-6.6 - Utility expansion charge.**

A utility expansion charge shall be paid as described in Exhibit A*. The charge shall be assessed in addition to special assessments set out in subsection [22-6.7](#) SFCC 1987.

(Ord. #1997-3, § 43; Ord. #2003-26, § 1; Ord. #2007-40, § 14; Ord. No. 2016-39 § 10)

Editor's note— *Exhibit A, referred to herein, may be found at the end of this chapter.

- **22-6.8 - Service connections for commercial establishments.**

A. New commercial establishments or existing buildings being remodeled into commercial establishments, in which the existing sewer service is adequately sized and in good condition, and where grease traps or sand and grease interceptors are not required by this chapter or by the Uniform Plumbing Code, and which can be classified as either commercial retail businesses, or office buildings, shall not be required to construct a city standard monitoring manhole, provided the establishment has no more than one hundred sixty (160) fixture unit equivalents (FUEs) connected, as determined in the Uniform Plumbing Code. Sewer connections pursuant to this paragraph, shall be made with clean-out or sampling ports approved by the city.

B. Nothing in this subsection shall be construed to relax or modify the building requirements of the UPC.

(Ord. #1997-3, § 45)

- **22-6.9 - Illegal service connections prohibited.**

Service connections to the city sanitary sewer system which are found to be constructed without city permit or otherwise have been undertaken without city authorization or have not been billed for service in accordance with rates established in this section are deemed illegal and are hereby prohibited.

(Ord. #1997-3, § 46)

- **22-6.10 - Illegal service connections; correction.**

A. Upon discovery of an illegal connection, the city shall inform the owner in writing of the property being served by such a connection that:

(1) The property is served by an illegal connection; and

(2) Within thirty (30) days of receipt of the city's letter, the owner shall remove the illegal connection and shall be billed in arrears for twenty-four (24) months of service charges at the current authorized rates; or

(3) Within thirty (30) days of receipt of the city's letter, the connection shall be excavated and a reconnection made in accordance with the provisions of this section and the owner shall be billed in arrears for twenty-four (24) months of service charges at the current authorized rates for one (1) year of service charges at the current authorized rates; or

(4) At the city's discretion, the city may not require reconnection provided the owner is billed in arrears for a period of service that is greater than twenty-four (24) months, such period agreed upon by the city and the owner.

B. In the event that the owner can demonstrate to the city's satisfaction the time period of illegal connection, the city may adjust the billing in arrears for service charges to the period of actual connection.

(Ord. #1997-3, § 47)

- **22-9.2 - General provisions.**

A. This section establishes uniform requirements for the direct and indirect waste contribution to the wastewater collection and treatment system of the city of Santa Fe and enables the city to comply with all applicable local, state and federal laws including the Clean Water Act (33 U.S.C. 1251 et seq.), and the general pretreatment regulations (40 CFR Part 403). The objectives of this section include:

(1) To prevent the introduction of pollutants into the publicly owned treatment works (POTW) which will interfere with the operation of the system;

(2) To prevent the introduction of pollutants into the city of Santa Fe's wastewater system which will pass through the system, inadequately treated, into receiving waters or the atmosphere or otherwise be incompatible with the system;

(3) To ensure that the quality of the waste treatment by-products are maintained at a level which promotes the city's potential options for beneficial reuse, marketability, reclamation or disposal;

(4) To protect city personnel who may come into contact with sewage, sludge, and effluent in the course of their employment as well as to protect the general public;

(5) To provide for equitable distribution of the cost of operation, inspection of users, maintenance, and improvement of the city's wastewater system as it relates to the industrial pretreatment program;

(6) To improve the potential to minimize the quantity of wastewater discharged by users, and to improve the potential to beneficially reuse, market, reclaim or dispose of waste treatment by-products;

(7) To ensure that the city of Santa Fe complies with its national pollution discharge elimination system (NPDES) permit conditions, sludge use, and disposal requirements and any other federal or state laws to which the municipal wastewater system may be subject; and

(8) To protect the city's economic interests in its wastewater treatment system and its potential options for the beneficial reuse, marketing, reclamation or disposal of waste treatment by-products.

B. This section provides for the regulation of discharges in the municipal wastewater collection system through the issuance of permits to certain nondomestic users and through enforcement of general requirements for other users, authorizes monitoring and enforcement activities, establishes administrative review procedures, requires user reporting, and provides for the setting of fees for the equitable distribution of costs resulting from the program established herein.

C. This section shall apply to all users of the sanitary sewer collection system and the POTW. Except as otherwise provided herein, the division shall administer, implement, and enforce the provisions of this section. By discharging wastewater into the city's POTW, industrial users located beyond the municipal limits shall comply with terms and conditions established in this section, as well as any permits or orders issued hereunder as if they were located within the boundaries of the city of Santa Fe and subject to the jurisdiction of the city and the courts in the same manner as any discharger located within the city limits.

(Ord. #2006-42, § 4)

- **22-9.3 - General sewer use requirements.**

- A. Limitations and prohibitions on the quantity and quality of wastewater which may be lawfully discharged into the POTW are hereby established. Pretreatment of some wastewater discharges shall be required to achieve compliance with this section and the Act. The specific limitations set forth herein are necessary to enable the city to meet requirements contained in its NPDES permit, to protect the public health and the environment, to protect the city's potential options for the beneficial reuse, marketing, reclamation or disposal of waste treatment by-products, and to provide efficient wastewater treatment and protect the health and safety of wastewater personnel. No industrial user shall introduce or cause to be introduced into the POTW any pollutant or wastewater which causes pass through or interference.

TABLE [22-1](#)

Constituent	Local Discharge Limits
pH	5-11
oil & grease	200 mg/l (animal or vegetable)
oil & grease	100 mg/l (petroleum)
aluminum	97 mg/l
arsenic	1.35 mg/l
boron	182 mg/l
cadmium	0.49 mg/l
chromium	3.19 mg/l
copper	7.11 mg/l
cyanide	0.17 mg/l
lead	0.54 mg/l
mercury	0.01 mg/l
molybdenum	84 mg/l

TABLE 22-1

Constituent	Local Discharge Limits
nickel	10.93 mg/l
selenium	1.35 mg/l
silver	3.19 mg/l
zinc	8.26 mg/l
temperature	104° F @ Headworks
temperature	140°F to POTW
total toxic organics	2 mg/l

B. The following pollutant limits are established to protect against potential pass through or potential interference. No person shall discharge wastewater containing in excess of the instantaneous maximum allowable discharge limits. These limits are the highest allowable concentration in any type of sample, either a grab or composite collected over any time interval and are as follows:

Total toxic organics (TTO) is the sum of all concentrations of organic compounds from a priority pollutant scan that are above the detection limit. TTO monitoring shall be required where applicable under specific industries per 40 CFR or where the city division determines the necessity for a priority pollutant scan to be performed to determine pollutant concentrations discharged.

C. Concentrations and the general prohibitions below in paragraph D below apply at the point where the industrial wastewater is monitored or as determined by the

division. All concentrations for metallic substances are for "total" metal. The division may impose mass for limitations in addition to or in place of the concentration based limitations above except categorical standards. Compliance with all parameters may be determined from a single grab sample. Exceedance of any continuous or instantaneous pollutant limits listed above constitutes a violation of this section.

D. These general prohibitions shall apply to all users of the POTW whether or not the user is subject to categorical pretreatment standards or any other national, state or local pretreatment standards or requirements. The following pollutants shall not be introduced into the city's sanitary sewer system and/or the POTW:

- (1) Solid or viscous pollutants in amounts which will cause obstruction to the flow in the POTW resulting in interference;
- (2) Any pollutant or wastewater which may potentially interfere with the operation of the POTW, or with the city's potential options for the beneficial reuse, marketing, reclamation or disposal of waste treatment by-products;
- (3) Pollutants which create a fire or explosion hazard in the POTW, including, but not limited to, wastestreams with a closed cup flashpoint of less than one hundred forty degrees Fahrenheit (140°F) or sixty degrees Centigrade (60°C) using the test methods specified in 40 CFR 261.21;
- (4) Pollutants which will cause corrosive structural damage to the POTW, but in no case discharges with pH lower than five (5) or greater than eleven (11);
- (5) Any pollutant, including oxygen demanding pollutants (BOD, etc.) released in a discharge at a flow rate and/or pollutant concentration which will cause interference with the POTW;
- (6) Any wastewater containing pollutants in such quantity (flow or concentration), either singly or by interaction with other pollutants as to potentially cause pass through or interfere with the POTW, any wastewater treatment or sludge process, or constitute a hazard to humans or animals or otherwise to potentially impair the city's economic interests or the city's potential options for the beneficial reuse, marketing, reclamation or disposal of waste treatment by-products;
- (7) Any liquids, gases or solids or other wastewater which, either singly or by interaction with other wastes, are sufficient to create a public nuisance or hazard to life or property or are sufficient to hinder entry into the sewers for maintenance and repair;
- (8) Any substance which will cause the waste treatment by-products to be unsuitable for the city's potential plans for the beneficial reuse, marketability, reclamation or disposal of waste treatment by-products. In no case, shall a substance discharged to

the POTW cause the city to be in noncompliance with sludge use or disposal regulations or permits issued under section 405 of the Act; the Solid Waste Disposal Act, the Clean Air Act, the Toxic Substances Control Act, or other state or local requirements applicable to the sludge use and disposal practices being used by the city;

(9) Any wastewater which imparts color which cannot be removed by the current treatment process, such as, but not limited to, dye wastes and vegetable tanning solutions, which consequently imparts color to the treatment plant effluent;

(10) Heat in amounts which will inhibit biological activity in the POTW resulting in interference, but in no case heat in such quantities that the temperature at the POTW treatment plant exceeds forty degrees (40°) C (one hundred four degrees (104°) F) unless the approval authority, upon request of the POTW, approves alternate temperature limits;

(11) Any wastewater containing radioactive wastes or isotopes which are not in compliance with applicable state or federal regulations;

(12) Stormwater, surface water, roof runoff, subsurface drainage, condensate, deionized water, cooling water, and unpolluted industrial wastewater, unless specifically authorized in writing by the division;

(13) Any sludges, screenings, or other residues from the pretreatment of industrial wastes;

(14) Any material which, in the judgment of the city, contains ammonia, ammonia salts, or other chelating agents which may potentially produce metallic complexes that may interfere with the POTW;

(15) Any material considered hazardous waste according to 40 CFR Part 261;

(16) Portions of the human anatomy including but not limited to whole blood and blood products discharged by medical facilities as waste;

(17) Any wastes containing detergents, surface active agents, or other substances which may cause excessive foaming in the POTW's wastewater treatment system;

(18) Petroleum oil, nonbiodegradable cutting oil, or products of mineral oil origin in amounts that will cause interference or pass through;

(19) Any substance which may cause the POTW to violate its NPDES permit, or any other federal, state or local permits or requirements, including any receiving water quality standards; or

(20) Pollutants which result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause acute worker health and safety problems.

(21) Any trucked or hauled pollutants except at discharge points designated by the POTW.

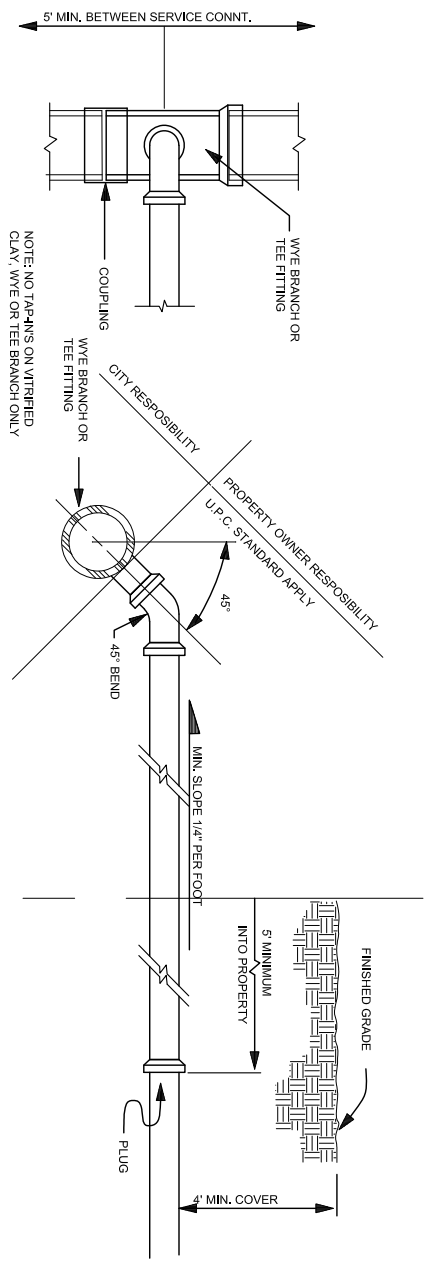
E. Wastes prohibited by this section shall not be processed or stored in such a manner that these materials could be discharged to the POTW. All floor drains located in process or materials storage areas must discharge to an industrial user's pretreatment facilities before connecting with the POTW or be adequately protected to prevent accidental releases.

F. Users subject to categorical pretreatment standards are required to comply with applicable standards as set out in 40 CFR Chapter I, Subchapter N, Parts 405-471 and incorporated herein by this reference, and any applicable local limits.

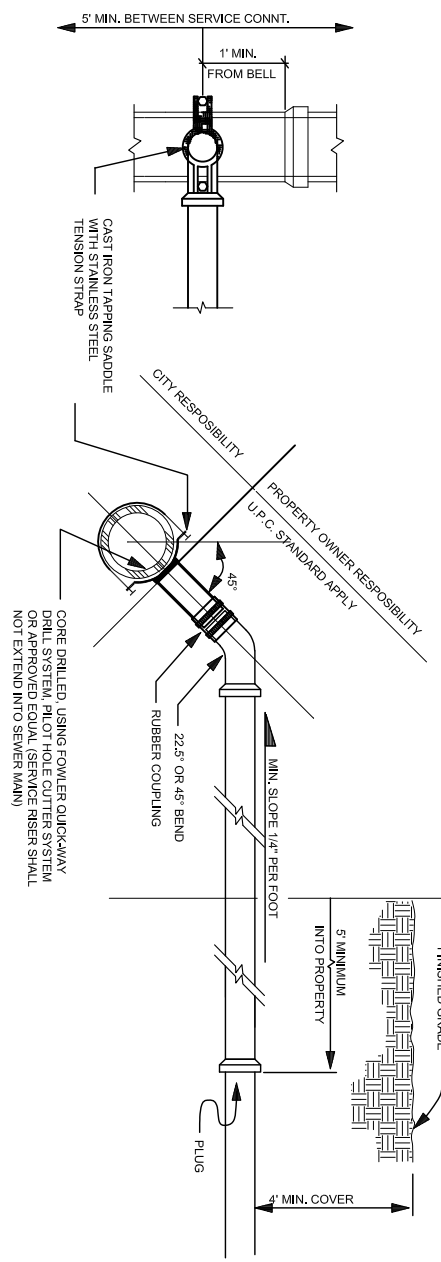
G. The city reserves the right to establish by ordinance or resolution or in wastewater discharge permits, more stringent limitations or requirements on discharges to the POTW if deemed reasonably necessary to comply with the objectives presented in this Ordinance or the general and specific prohibitions in this section, or with any other reasonable objective of the city.

H. *Dilution Prohibited as Substitute for Treatment.* Except where expressly authorized to do so by an applicable pretreatment standard or requirement, no industrial user shall ever increase the use of process water, or in any other way attempt to dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with a pretreatment standard or requirement. The control authority may impose mass limitations on industrial users which are using dilution to meet applicable pretreatment standards or requirements or in other cases where the imposition of mass limitations is appropriate.

(Ord. #2006-42, § 5)



TO EXISTING VITRIFIED CLAY (V.C.) SEWER LINE



TO EXISTING PVC SEWER LINE

NOT TO SCALE

SERVICE CONNECTION DETAILS

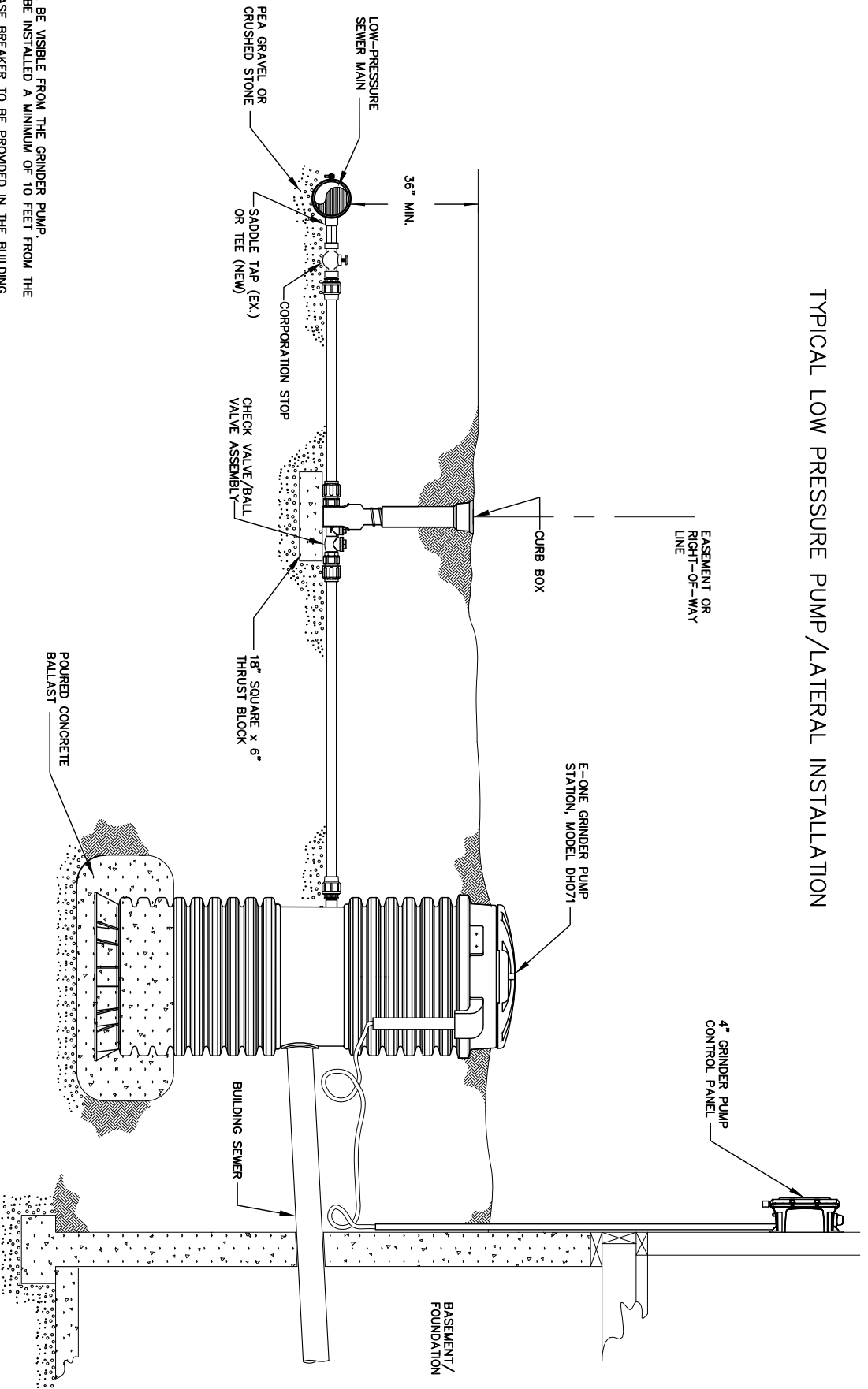


CITY OF SANTA FE
WASTEWATER MANAGEMENT DIVISION

SANITARY SEWER
STANDARD CONSTRUCTION DETAILS

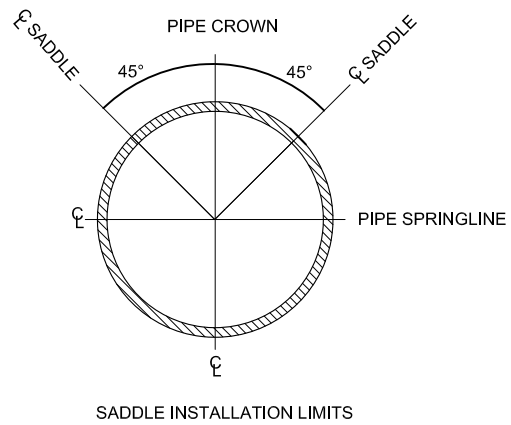
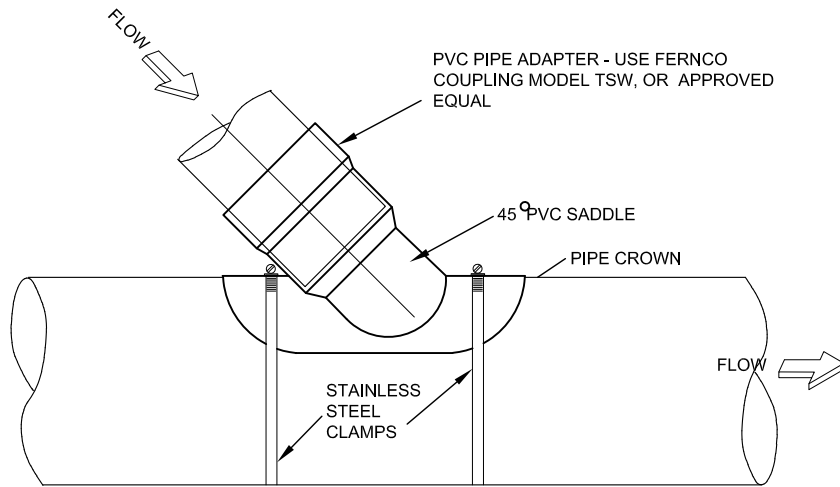
DATE: JULY 1992	REV: FEBRUARY 2022	REVISIONS	DETAIL SHEET 6
DRAWN BY: PFI		Δ	SERVICE CONNECTION DETAILS
CADD REVISION BY: PFI		Δ	
APPROVED BY:		Δ	

TYPICAL LOW PRESSURE PUMP/LATERAL INSTALLATION



- NOTES:
1. CONTROL PANEL SHALL BE VISIBLE FROM THE GRINDER PUMP.
 2. GRINDER PUMP SHALL BE INSTALLED A MINIMUM OF 10 FEET FROM THE BUILDING.
 3. 220V, 30A, SINGLE PHASE BREAKER TO BE PROVIDED IN THE BUILDING PANELBOARD.
 4. A HYDROSTATIC TEST SHALL BE CONDUCTED ON THE PRESSURE LATERAL BETWEEN THE TANK AND THE CURB STOP.
 5. GRINDER PUMP MAINTENANCE SHALL BE THE RESPONSIBILITY OF THE HOMEOWNER.
 6. GRINDER PUMP UNIT SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S INSTRUCTIONS.

CITY OF SANTA FE WASTEWATER MANAGEMENT DIVISION	
SANITARY SEWER STANDARD CONSTRUCTION DETAILS	
DATE: FEBRUARY 2022	REVISIONS
DRAWN BY: FPH	REVISIONS
CADD REVISION BY: FPH	REVISIONS
APPROVED BY:	REVISIONS
DETAIL SHEET 19 GRINDER PUMP DETAIL	



NOT TO SCALE



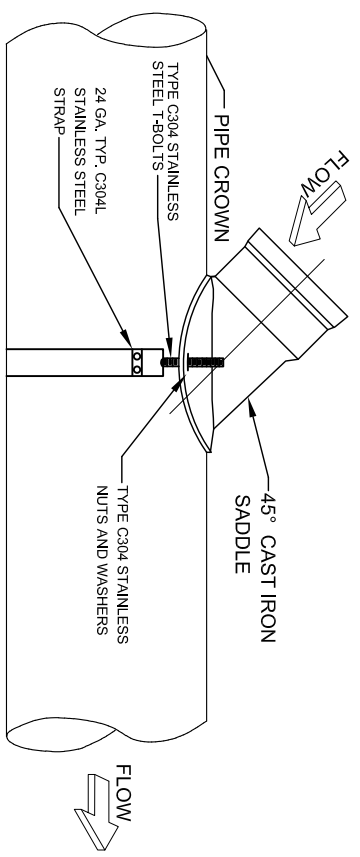
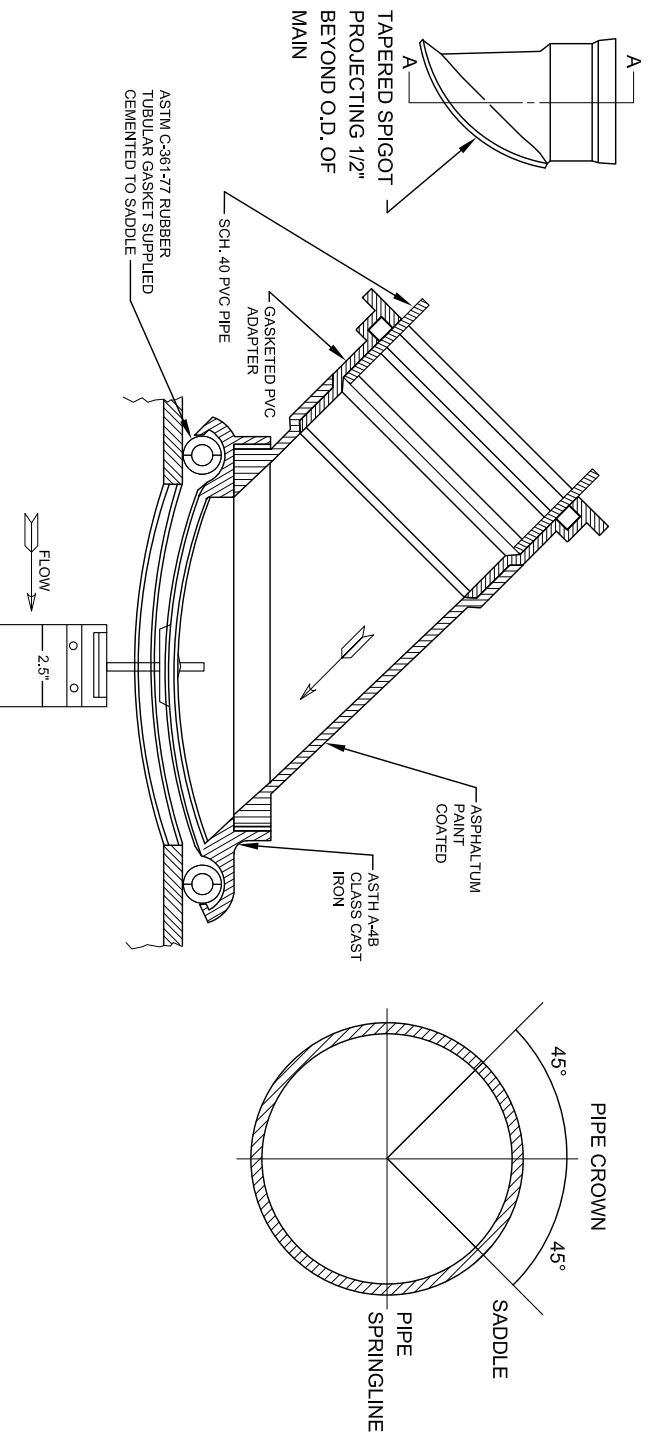
CITY OF SANTA FE
WASTEWATER MANAGEMENT DIVISION

SANITARY SEWER
STANDARD CONSTRUCTION DETAILS

DATE: JULY 1992 REV.: FEBRUARY 2022
DRAWN BY: PFH
CADD RENDITION BY: PFH
APPROVED BY:

REVISIONS	
Δ	
Δ	
Δ	

DETAIL SHEET 21
PVC SERVICE TAP SADDLE



NOTE: SADDLE TO BE GENECO FA0 OR EQUAL

NOT TO SCALE

City of Santa Fe
New Mexico

CITY OF SANTA FE
WASTEWATER MANAGEMENT DIVISION

SANITARY SEWER
STANDARD CONSTRUCTION DETAILS

DATE: FEBRUARY 2022

DRAWN BY: FPH

CADD REVISION BY: FPH

APPROVED BY:

NO.	REVISIONS	DATE
1		
2		
3		
4		

DETAIL SHEET 22

VCP/DI LATERAL SADDLE