

**IN-GROUND SOIL ABSORPTION COMPONENT MANUAL
FOR
PRIVATE ONSITE WASTEWATER TREATMENT SYSTEMS**

(and Addendum A)

**State of Wisconsin
Department of Commerce
Division of Safety and Buildings**

Observation Pipe Location – POWTS Component Manual Addenda A
Effective Date – 09/01/2010

Observation pipes will be installed in each distribution cell so as to be representative of a cell's hydraulic performance.

- *be located such that there are a minimum of two installed in each dispersal cell at opposite ends from one another*
- *be located near the dispersal cell ends*
- *be at least 6 inches from the end wall and sidewall*
- *be installed at an elevation to view the horizontal or level infiltrative surface within the dispersal cell*

Observation pipes may be located less than 6 inches from end walls or side walls if specified in state-approved manufacturers' installation instructions.

NOTE: This text replaces all references to **Observation Pipe Location(s)** specified within this manual and now shown as strike-through text.

Strike-through text may be found in any of the following areas in this manual: Table 3; Figures for detailed system cross-section, detailed plan view and/or observation pipe locations; Worksheet; and Component Design and Plan View sections.

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**Published on June 11, 1999 by
Dept. of Commerce
Division of Safety and Buildings
Safety and Buildings Publication SBD-10567-P (R.6/99)**

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I. INTRODUCTION AND SPECIFICATIONS

This Private Onsite Wastewater Treatment System (POWTS) component manual provides design, construction, inspection, operation, and maintenance specifications for an in-ground soil absorption component. However, these items must accompany a properly prepared and reviewed plan acceptable to the governing unit to help provide a system that can be installed and function properly. Violations of this manual constitute a violation of chs. Comm 83 and 84, Wis. Adm. Code. The in-ground soil absorption component must receive influent flows and loads less than or equal to those specified in Table 1. When designed, installed and maintained in accordance with this manual, the in-ground soil absorption component provides treatment and dispersal of domestic wastewater in conformance with ch. Comm 83 of the Wis. Adm. Code. Final effluent characteristics will comply with s. Comm 83.43 (8) and 83.44 (2), Wis. Adm. Code when inputs are within the range specified in Tables 1 to 3.

Note: Detailed plans and specifications must be developed and submitted for reviewed and approved by the governing unit having authority over the plan for the installation. Also, a Sanitary Permit must be obtained from the department or governmental unit having jurisdiction. See Section XII for more details.

Table 1 INFLUENT FLOWS AND LOADS	
Design Wastewater flow (DWF)	≤ 5000 gal/day
Monthly average value of Fats, Oil and Grease (FOG)	≤ 30 mg/L
Monthly average value of five day Biochemical Oxygen demand (BOD ₅)	≤ 220 mg/L
Monthly average value of Total Suspended Solids (TSS)	≤ 150 mg/L
Volume of a single dose	≥5 times the void volume of the distribution lateral(s) when the system uses pressure distribution
Design wastewater flow (DWF) from one- or two-family dwellings	≥ 150 gal/day/bedroom
Design wastewater flow (DWF) from public facilities	≥ 150% of estimated wastewater flow in accordance with Table 4 of this manual or s. Comm 83.43 (6), Wis. Adm. Code
Wastewater particle size	≤ 1/8 inch
Distribution cell area per orifice when pressurized distribution is used	≤ 6 ft ²

Table 2 SIZE AND ORIENTATION	
Minimum area of distribution cell	\geq Design wastewater flow \div soil application rate for the most restrictive soil horizon at the infiltrative surface. Soil application rates are listed in s. Comm 83 Tables 83.44-1 or-2, Wis. Adm. Code.
Distribution cell width	\geq 1 foot
Distribution cell width	\leq 6 feet
Distribution cell depth	\geq 9 inches
Depth of cover over distribution cell	\geq 12 inches
Depth of cover over distribution cell measured from original grade	\geq 0 inches below original grade
Area of distribution cell	\geq DWF \div effluent application rate of the in situ soil at the infiltrative surface

Table 3 OTHER SPECIFICATIONS	
Slope of original grade	\leq 25% in area of component
Vertical separation between distribution cell and seasonal saturation defined by redoximorphic features, groundwater, or bedrock	\geq Equal to depth required by s. Comm 83 Table 83.44-3, Wis. Adm. Code
Distance between bottom of distribution lateral and in situ soil when aggregate is used	\geq 6 inches
Distance between top of distribution lateral and geotextile fabric when aggregate is used	\geq 2 inches
Distribution cell aggregate material	Meets requirements of s. Comm 84.30 (6) (i), Wis. Adm. Code for stone aggregate
Leaching chamber	Meets requirements of s. Comm 84.30 (6) (h), Wis. Adm. Code.
Length of distribution pipe for components using aggregate and gravity flow distribution	\geq Equal to length of distribution cell minus 6 feet
Distance between distribution lateral end orifice and end of distribution cell for components using aggregate and gravity flow distribution	\leq 3 feet

Table 3
OTHER SPECIFICATIONS
(continued)

Distribution network for pressurized distribution systems Note: Pressure distribution is required when soils or effluent meets parameters of s. 83.44 (5), Wis. Adm. Code.	By use of pressure distribution network conforming with the sizing methods of either Small Scale Waste Management Project publication 9.6, entitled “Design of Pressure Distribution Networks for Septic Tank – Soil Absorption Systems” or Dept. of Commerce publication SBD-10573-P, entitled Pressure Distribution Component Manual for Private Onsite Wastewater Treatment Systems”
Piping material	Meets requirements of s. Comm 84.30 (2), Wis. Adm. Code for its intended use
Slope of gravity flow perforated distribution lateral piping	≤ 4 inches per 100 feet away from distribution boxes, drop boxes or header
Fabric cover over distribution cell when aggregate is used	Geotextile fabric meeting s. Comm 84.30 (6) (g), Wis. Adm. Code
Horizontal separation between distribution cells	≥ 3 ft.
Bottom of distribution cell	Level
Number of observation pipes per distribution cell	≥ Two extending from distribution cell infiltrative surface to finished grade
Cover material	Soil that will promote plant growth
Erosion and frost protection	Sodded or seeded and mulched
Installation inspection	In accordance with ch. Comm 83, Wis. Adm. Code
Management	In accordance with ch. Comm 83, Wis. Adm. Code and this manual

II. DEFINITIONS.

Definitions not found in this section, are located in ch. Comm 81 of the Wisconsin Administrative Code or the terms use the standard dictionary definition.

- A. “Cobbles” means rock fragments greater than 3 inches, but less than 10 inches in diameter.
- B. “Site plan” means a scaled or completely dimensioned drawing, drafted by hand or computer aided technology, presented in a permanent form that shows the relative locations of setback encumbrances to a regulated object. The site plan also includes a reference to north, the size of the parcel on which the regulated object is placed, and permanent vertical and horizontal reference point or benchmark.
- C. “Stones” means rock fragments greater than 10 inches in diameter, but less than 24 inches.

III. DESCRIPTION AND PRINCIPLE OF OPERATION.

POWTS conventional in situ soil component operation is a two-stage process involving both wastewater treatment and dispersal. Treatment is accomplished predominately by physical and biochemical processes within the treatment/dispersal zone. The physical characteristics of the influent wastewater, influent application rate, temperature, and the nature of the receiving soil affect these processes.

Physical entrapment, increased retention time, and conversion of pollutants in the wastewater are important treatment objectives accomplished under unsaturated soil conditions. Pathogens contained in the wastewater are eventually deactivated through filtering, retention, and adsorption by in situ soil.

Dispersal is primarily affected by the depth of the unsaturated receiving soil, the soil’s hydraulic conductivity, influent application rate, land slope, and the area available for dispersal.

The in-ground soil absorption component consists of a distribution cell. Influent is discharged to the distribution cell where it flows through the void area formed by aggregate and perforated pipe or leaching chambers and then passes into the underlying in situ soil for treatment and dispersal to the environment. The soil, to the prescribed depth, beneath the distribution cell is considered part of the cell known as the treatment/dispersal zone. See Figures 1 & 2.

Fill over the distribution cell, consisting of topsoil and subsoil material provides frost protection, a barrier to excess precipitation infiltration, and moisture retention sufficient to maintain a good vegetative cover. It must also allow oxygen transfer, so compaction of area should be avoided.

The in situ soil within the treatment/dispersal zone provides the physical and biochemical treatment for the influent.

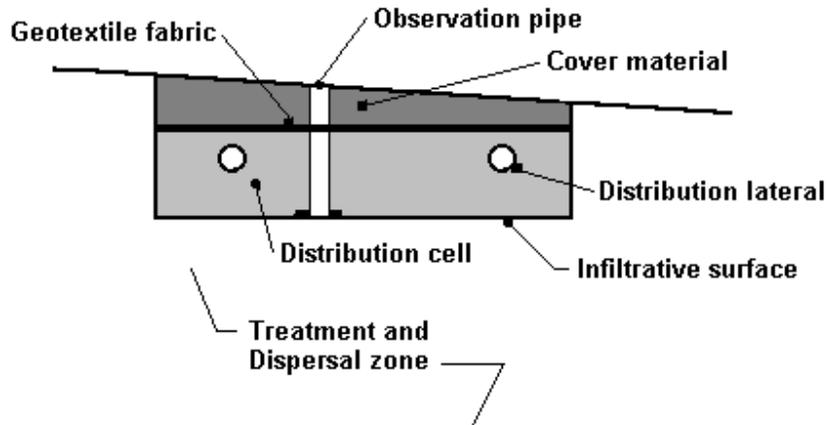


Figure 1 - Cross-section of a conventional component with multiple laterals

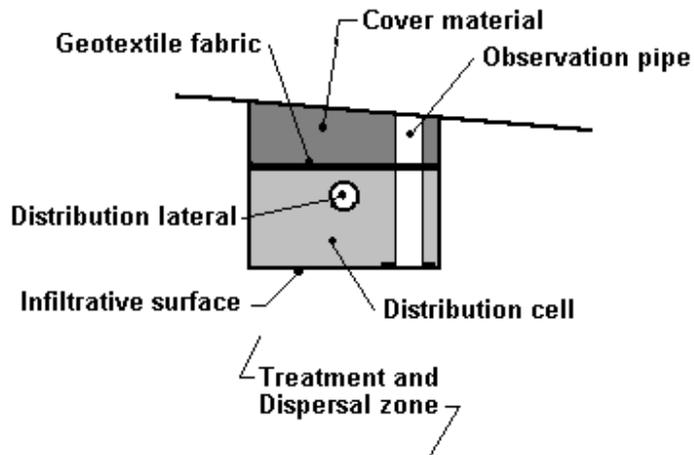


Figure 2 - Cross-section of a conventional component with a single lateral

IV. SOIL AND SITE REQUIREMENTS

Every in-ground soil absorption component design is ultimately matched to the given soil and site.

The design approach presented in this manual is based on criteria that all applied wastewater is successfully transported away from the system, that it will not affect subsequent wastewater additions, and that the effluent is ultimately treated.

A. Minimum Soil Depth Requirements –

The minimum soil factors required for successful in-ground soil absorption component performance are listed in the introduction and specification section of this package.

Soil evaluations must be in accordance with ch. Comm 85 of the Wis. Adm. Code. In addition, soil application rates must be in accordance with ch. Comm 83 of the Wis. Adm. Code.

B. Other Site Considerations -

1. In-ground soil absorption component location - In open areas, exposure to sun and wind increases the assistance of evaporation and transpiration in the dispersal of the wastewater.
2. Sites with trees and large boulders - Generally, sites with large trees, numerous smaller trees or large boulders are less desirable for installing an in-ground soil absorption component because of difficulty in preparing the distribution cell area. As with rock fragments, tree roots, stumps and boulders occupy area, thus reducing the amount of soil available for proper treatment. If no other site is available, trees in the distribution cell area must be removed.
3. Setback distances - The setbacks specified in ch. Comm 83, Wis. Adm. Code for soil subsurface treatment/dispersal component apply to in-ground soil absorption components. The distances are measured from the edge of the distribution cell area.

V. COVER MATERIAL

The cover material is of such quality and is placed so that it will not damage either the geotextile fabric or the leaching chambers. Clays are not recommended as they can restrict oxygen transfer.

VI. DESIGN

Every conventional component design is ultimately matched to the given soil and site conditions.

The design approach presented in this manual is based on the concept that all applied wastewater is successfully transported away from the component so that it will not affect subsequent wastewater additions, and that the effluent is ultimately treated.

A. Location, Size and Shape

Placement, sizing and geometry of the component must be in accordance with this manual.

B. Component Design

Design of the component is based upon the DWF and the soil characteristics. It must be sized such that it can accept the daily wastewater flow without causing surface seepage or groundwater pollution. Consequently, the surface area of the treatment and dispersal zone, which is the in situ soil area beneath the component, must be sufficiently large enough to absorb the applied effluent into the underlying soil. The component must also be designed to avoid encroachment of the water table into the treatment and dispersal zone.

Design of the component includes three major steps, which are: (A) calculating DWF, (B) calculating soil infiltration area, and (C) design of the distribution cell. Each step is discussed below.

Step A: Design Wastewater Flow Calculations

One- and two-family dwellings. Distribution cell size for one- and two-family dwelling application is determined by calculating the design wastewater flow (DWF). To calculate DWF use formula 1.

Formula 1

$$\text{DWF} = 150 \text{ gallons/day/bedroom}$$

Public Facilities. Distribution cell size for public facilities application is determined by calculating the DWF using formula 2. Public facility estimated daily wastewater flows are listed in Table 4. Facilities that are not listed in Table 4 are not included in this manual. Many commercial facilities have high BOD₅, TSS and FOG (fats, oils and grease), which must be pretreated in order to bring their values down to an acceptable range before entering into the at-grade component described in this manual.

Formula 2

$$\text{DWF} = \text{Sum of each wastewater flow per source per day (from Table 4)} \times 1.5$$

**Table 4
Public Facility Wastewater Flows**

Source	Unit	Estimated Wastewater Flow (gpd)
Apartment or Condominium	Bedroom	100
Assembly hall (no kitchen)	Person (10 sq. ft./person)	1.3
Bar or cocktail lounge (no meals served)	Patron (10 sq. ft./patron)	4
Bar or cocktail lounge* (w/meals - all paper service)	Patron (10 sq. ft./patron)	8
Beauty salon	Station	90
Bowling alley	Bowling lane	80
Bowling alley (with bar)	Bowling lane	150
Camp, day and night	Person	25
Camp, day use only (no meals served)	Person	10
Campground or Camping Resort	Space, with sewer connection and/or service building	30
Campground sanitary dump station	Camping unit or RV served	25
Catch basin	Basin	65
Church (no kitchen)	Person	2
Church* (with kitchen)	Person	5
Dance hall	Person (10 sq. ft./person)	2
Day care facility (no meals prepared)	Child	12
Day care facility* (with meal preparation)	Child	16
Dining hall* (kitchen waste only without dishwasher and/or food waste grinder)	Meal served	2
Dining hall* (toilet and kitchen waste without dishwasher and/or food waste grinder)	Meal served	5
Dining hall* (toilet and kitchen waste with dishwasher and/or food waste grinder)	Meal served	7
Drive-in restaurant* (all paper service with inside seating)	Patron seating space	10
Drive-in restaurant* (all paper service without inside seating)	Vehicle space	10
Drive-in theater	Vehicle space	3
Employees (total all shifts)	Employee	13
Floor drain (not discharging to catch basin)	Drain	25
Gas station / convenience store	Patron (minimum 500 patrons)	3
Gas station (with service bay)		
Patron	Patron	3
Service bay	Service bay	50
Hospital*	Bed space	135
Hotel, motel or tourist rooming house	Room	65
Medical office building		
Doctors, nurses, medical staff	Person	50
Office personnel	Person	13
Patients	Person	6.5
Migrant labor camp (central bathhouse)	Employee	20

* = May be high strength waste

Table 4
Public Facility Wastewater Flows
(continued)

Source	Unit	Estimated Wastewater Flow (gpd)
Mobile Home (Manufactured home) (served by its own POWTS)	Bedroom	100
Mobile home park	Mobile home site	200
Nursing, Rest Home, Community Based Residential Facility	Bed space	65
Outdoor sport facilities (toilet waste only)	Patron	3.5
Parks (toilets waste only)	Patron (75 patrons/acre)	3.5
Parks (toilets and showers)	Patron (75 patrons/acre)	6.5
Public shower facility	Shower taken	10
Restaurant*, 24-hr. (dishwasher and/or food waste grinder only)	Patron seating space	4
Restaurant*, 24-hr. (kitchen waste only without dishwasher and/or food waste grinder)	Patron seating space	12
Restaurant, 24-hr. (toilet waste)	Patron seating space	28
Restaurant*, 24-hr. (toilet and kitchen waste without dishwasher and/or food waste grinder)	Patron seating space	40
Restaurant*, 24-hr. (toilet and kitchen waste with dishwasher and/or food waste grinder)	Patron seating space	44
Restaurant* (dishwasher and/or food waste grinder only)	Patron seating space	2
Restaurant* (kitchen waste only without dishwasher and/or food waste grinder)	Patron seating space	6
Restaurant (toilet waste)	Patron seating space	14
Restaurant* (toilet and kitchen waste without dishwasher and/or food waste grinder)	Patron seating space	20
Restaurant* (toilet and kitchen waste with dishwasher and/or food waste grinder)	Patron seating space	22
Retail store	Patron (70% of total retail area ÷ 30 sq. ft. per patron)	1
School* (with meals and showers)	Classroom (25 students/classroom)	500
School* (with meals or showers)	Classroom (25 students/classroom)	400
School (without meals or showers)	Classroom (25 students/classroom)	300
Self-service laundry (toilet waste only)	Clothes washer	33
Self-service laundry (with only residential clothes washers)	Clothes washer	200
Swimming pool bathhouse	Patron	6.5

* = May be high strength waste

Step B: Sizing the Distribution Cell Area

The required distribution cell area is based on the DWF and the slowest soil application rate of the in situ soil at the infiltrative surface. Wastewater application rates to the soil are found in ch. Comm 83, Tables 83.44-1 and 83.44-2, Wis. Adm. Code.

Using the above information, the required distribution cell area can be determined using the following formula:

Area = DWF ÷ Lowest application rate of the in situ soil at the infiltrative surface system elevation. Note: This area may include the area of more than one distribution cell.

Step C: Component Configuration

The maximum distribution cell width is in accordance with Table 2. The maximum length and width of the distribution cell is dependent on setback requirements of s. Comm Table 83.43-1, Wis. Adm. Code, and soil evaluation results.

Where possible, on sloping sites, the distribution cell is aligned with its longest dimension parallel to the land surface contours as required by the specifications of this package so as not to concentrate the effluent into a small area as it moves vertically and horizontally down slope.

The bottom of the each distribution cell is level so one area of the cell is not overloaded.

Distribution Cell Height

The distribution cell height provides wastewater storage and support of the piping within the distribution cell. The minimum height of the distribution cell, when aggregate is used in gravity distribution components is 12 inches or 9 inches when pressure distribution is used. This provides a minimum space of 6 inches beneath the distribution pipe and 2 inches above the distribution piping, as specified in the specification section of this package. See figure 3. The minimum depth of the distribution cell when leaching chambers are used is equal to the height of the leaching chamber. See figure 4.

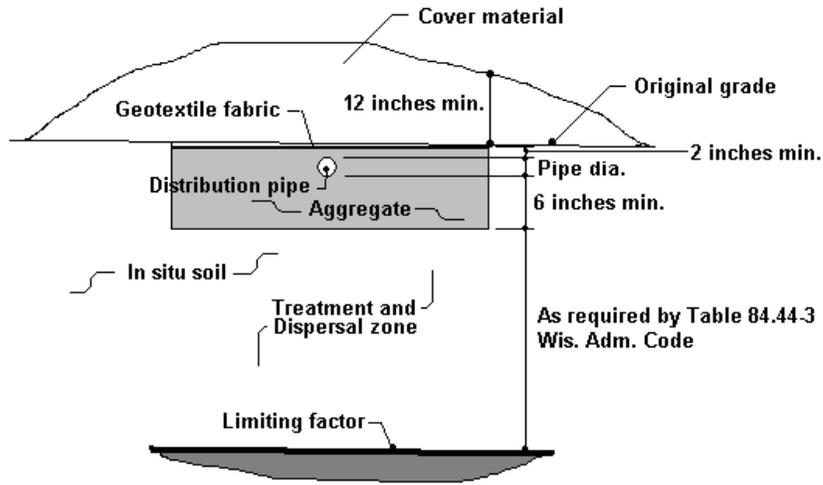


Figure 3 - Height of system when using aggregate

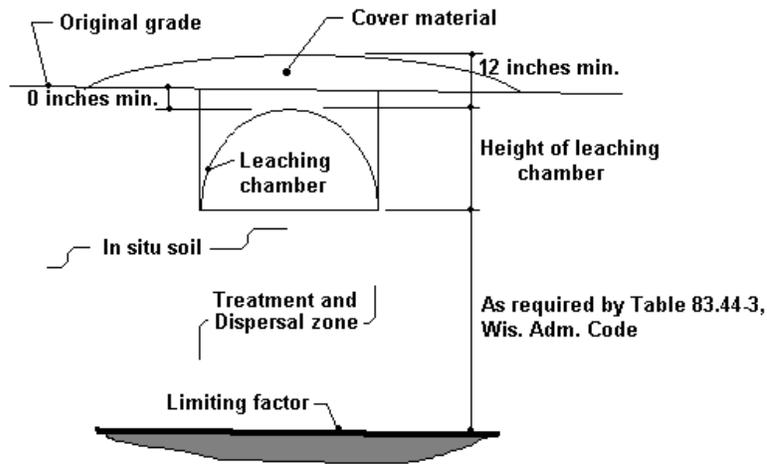


Figure 4 - Height of system using leaching chambers

Cover Material

A minimum of 12 inches of cover material must be placed over the top of the geotextile fabric or leaching chamber. Finish grade must be at or above the surrounding original soil elevation. It is important that the settled backfill promote runoff by containing no depression areas.

Distribution Network and Dosing Component

The effluent application to the distribution cell may be by gravity or pressure, and may consist of piping or leaching chambers. Distribution boxes or drop boxes may be used to distribute effluent to gravity feed distribution cells. Distribution piping for a gravity component has a nominal inside diameter of 4 inches. The distribution header is non perforated pipe. The slope of gravity flow perforated distribution piping is less than or equal to 4 inches per 100 feet away from distribution boxes, drop boxes or header.

The design and installation of distribution boxes must be watertight and capable of providing a means of providing equal distribution of effluent to each distribution cell. Drop boxes must be watertight and capable of distributing effluent to another distribution cell.

Components that are designed to receive a DWF greater than 1500 gal/day, dose the effluent to the distribution cell by means of a pump or siphon.

Leaching chamber tops are at or below the original grade. Leaching chambers are placed directly on the bottom of the distribution cell. If the distribution cell has more than one row of chambers the rows are side by side and in contact with each other.

Observation pipes are installed in the distribution cells or on each leaching chamber row and extend to at least finish grade and terminate with a waterproof cap. Observation pipes within aggregate distribution cells extend to the bottom of the cell. The portion of the observation pipe below the distribution pipe is perforated while the portion above the distribution pipe is non perforated. See figure 5. Observation pipes used on leaching chambers are attached to the chambers in accordance with the chamber manufacturer's printed instructions. Observation pipes on leaching chambers are non perforated pipe. All observation piping has a nominal inside diameter of 4 inches.

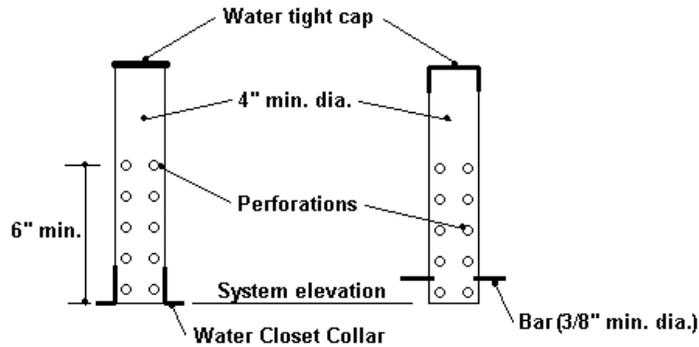


Figure 5 - Observation pipes

VII. SITE PREPARATION AND CONSTRUCTION

Procedures used in the construction of a conventional soil absorption component are just as critical as the design of the component. A good design with poor construction, results in component failure. It is emphasized that the soil only be worked when the moisture content is low to avoid compaction and smearing. Consequently, installations are to be made only when the soil is dry enough to prevent compaction and smearing of the infiltrative surface. The construction plan to be followed includes:

A. Equipment - Proper equipment includes tractors or other equipment that will not compact the infiltrative surface. Minimize foot traffic on infiltrative surface and avoid equipment traffic on or over infiltrative surface.

B. Sanitary Permit - Prior to the construction of the component, a sanitary permit, obtained for the installation must be posted in a clearly visible location on the site. Arrangements for inspection(s) must also be made with the department or governmental unit issuing the sanitary permit.

C. Construction Procedures

1. Check the moisture content and condition of the soil. If the soil at the infiltrative surface can be rolled into a 1/4-inch wire, the site is too wet, smearing and compaction will result, thus reducing the infiltrative capacity of the soil. If the site is too wet, do not proceed until it dries out. If the soil at or below the infiltrative surface is frozen, do not proceed.

2. Set up a construction level or similar device and determine all relative elevations in relationship to the bench mark. It is necessary to determine the bottom elevation of the distribution cell, land surface contour lines, and approximate component elevations critical to the installation.
3. Lay out the absorption area(s) on the site so that the distribution cell runs parallel with the land surface contours and is within the tested designated area. Reference stakes offset from the corner stakes are recommended in case corner stakes are disturbed during construction.
4. Excavate the distribution cell(s) to the correct bottom elevation(s) taking care not to smear the infiltrative surface. If the infiltrative surface is smeared, loosen it with the use of a rake or similar device. The infiltration surface can be left rough and should not be raked smooth.
5. Install observation pipes with the bottom 6 inches of the pipe perforated or slotted for components using aggregate. When leaching chambers are installed, the observation pipe connects to the top of the leaching chamber. The observation pipes are located at opposite ends of the distribution cell. Each observation pipe is approximately located at a distance equal to 1/6 the length of the distribution cell measured from the end of the distribution cell. Installation of the observation pipe includes a suitable means of anchoring the bottom so the pipes are not disturbed during inspection.
6. If aggregate is used, place it into the excavation until the top of the aggregate is at the elevation of the distribution piping component. Placement of the aggregate is done in such a manner as not to compact the infiltrative surface. If leaching chambers are used, install the leaching chambers in accordance with the manufacturer installation instructions.
7. Place the distribution pipes, as determined from the design, on the aggregate. Connect the distribution box, drop box or manifold to the pipe from the treatment or dosing chamber.
8. Place at least 2 inches of aggregate over the distribution pipe, and the entire distribution cell.
9. If aggregate is used, place geotextile fabric conforming to requirements of ch. Comm 84, Wis. Adm. Code, over the aggregate.
10. Place the backfill on top of the geotextile fabric and/or leaching chamber. Avoid backfilling the first 12 inches with cobbles, stones, or frozen material that could damage pipe, chamber or fabric.

VIII. OPERATION, MAINTENANCE AND PERFORMANCE MONITORING

- A. The component owner is responsible for the operation and maintenance of the component. The county, department or POWTS service contractor may make periodic inspections of the components, checking for surface discharge, treated effluent levels, etc.

The owner or owner's agent is required to submit necessary maintenance reports to the appropriate jurisdiction and/or the department.

- B. Design approval and site inspections before, during, and after the construction are accomplished by the county or other appropriate jurisdictions in accordance to ch. Comm 83, Wis. Adm. Code.

- C. Routine and preventative maintenance aspects:

1. Treatment and distribution tanks are to be inspected routinely and maintained when necessary in accordance with their approvals.
2. Inspections of the in-ground soil absorption component performance are required at least once every three years. These inspections include checking the liquid levels in the observation pipes and examination for any seepage around the at-grade.
3. Winter traffic on the in-ground soil absorption component is not permitted to avoid frost penetration and to minimize compaction.
4. A good water conservation plan within the house or establishment will help assure that the in-ground soil absorption component will not be overloaded.

- D. User's Manual: A user's manual is to accompany the component. The manual is to contain the following as a minimum:

1. Diagrams of all component components and their location. This should include the location of the reserve area, if one is provided.
2. Names and phone numbers of local health authority, component manufacturer or POWTS service contractor to be contacted in the event of component failure or malfunction.
3. Information on the periodic maintenance of the component, including electrical/mechanical components.
4. What activities can or cannot occur on the reserve area, if one is provided.
5. Notice that the dose chamber, if one is utilized, may fill due to flow continuing during pump malfunction or power outages. One large dose when the power comes on or when the pump is repaired may cause the conventional soil absorption component to have problems. In this situation, the pump chamber should be pumped by a licensed pumper before pump cycling begins or other measures shall be used to dose the conventional soil absorption component

with only the proper amount of influent. This may include manual operation of the pump controls until such time the pump chamber has reached its normal level.

E. Performance monitoring must be performed on components installed under this manual.

1. The frequency of monitoring must be:
 - a. At least once every three years following installation , and
 - b. At time of a problem, complaint, or failure.
2. The minimum criteria addressed in performance monitoring of components are:
 - a. Type of use,
 - b. Age of component,
 - c. Type of component, dosed or gravity feed,
 - d. Nuisance factors, such as odors or user complaints,
 - e. Mechanical malfunction within the component including problems with valves or other mechanical or plumbing components,
 - f. Material fatigue or failure, including durability or corrosion as related to construction or structural design,
 - g. Neglect or improper use, such as overloading the design rate, poor maintenance of vegetative cover, inappropriate cover over the component, or inappropriate activity over the component,
 - h. Pretreatment component maintenance, including dosing frequency, structural integrity, groundwater intrusion or improper sizing,
 - i. Pump or siphon chamber maintenance, including improper maintenance, infiltration, structural problems, or improper sizing,
 - j. Ponding in distribution cell, prior to the pump cycle, is evidence of development of a clogging mat or reduced infiltration rates.
 - k. Siphon or pump malfunction including dosing volume problems, breakdown, burnout, or cycling problems, and

1. Overflow/seepage problems, as shown by evident or confirmed sewage effluent, including backup.
3. Reports are to be submitted in accordance to ch. Comm 83, Wis. Adm. Code.

IX. REFERENCES

R.J. Otis, G.D. Plews and D.H. Patterson. "Design of Conventional Soil Absorption Trenches and Beds." In: Home Sewage Treatment, Proceeding of the Second National Home Sewage Treatment Symposium, ASAE Publication 5-77.

United States EPA, EPA 625/1-80-012, October 1980. "Design Manual – Onsite Wastewater Treatment and Disposal Systems."

X. IN-GROUND WORKSHEET

IN-GROUND WORKSHEET

A. SITE CONDITIONS

Evaluate the site and soils report for the following:

- Surface water movement.
- Measure elevations and distances on the site so that slope, contours and available areas can be determined.
- Description of several soil profiles where the system will be located.
- Determine the limiting conditions such as bedrock, high groundwater level, soil permeability, and setbacks.

Slope - ____%

Occupancy: One- or Two-family Dwelling, # of bedrooms - ____

Public Facility ____

Depth to limiting factor - ____ inches

In situ soil application rate used - ____ gal/ft²/day

B. DESIGN WASTEWATER FLOW (DWF)

One- or Two-family Dwelling.

$$\begin{aligned} \text{DWF} &= 150 \text{ gal/day/bedroom} \times \# \text{ of bedrooms} \\ &= 150 \text{ gal/day/bedroom} \times \text{____} \# \text{ of bedrooms} \\ &= \text{_____} \text{ gal/day} \end{aligned}$$

Public Facilities.

$$\begin{aligned} \text{DWF} &= \text{Sum of each wastewater flow per source per day} \times 1.5 \\ &= \text{_____} \text{ gal/day} \times 1.5 \\ &= \text{_____} \text{ gal/day} \end{aligned}$$

C. WIDTH AND LENGTH OF THE DISTRIBUTION CELL.

1. Determine the design loading rate (DLR) for the site.

From Table 83.44-1 or-2, Wis. Adm. Code, select the effluent application rate for the most restrictive soil horizon in contact with the distribution cell that matches the soil conditions. The effluent application rate selected from Table 83.44-1 or-2, Wis. Adm. Code, is the design loading rate (DLR) for the site.

$$\text{DLR} = \text{_____ gpd/ft}^2$$

2. Determine the distribution cell area.

Calculate the distribution cell area by dividing the daily design wastewater flow (DWF) by the design loading rate (DLR).

$$\text{Distribution cell area} = \text{DWF} \div \text{DLR}$$

$$\text{Distribution cell area} = \text{_____ gpd} \div \text{_____ gpd/ft}^2$$

$$\text{Distribution cell area} = \text{_____ ft}^2$$

3. Select a width (A) for the distribution cell. The width of the distribution cell can not exceed 6 feet.

$$A = \text{_____ ft}$$

4. Determine the distribution cell length.

Calculate the distribution cell length (B) by dividing the required distribution area by the distribution cell width (A).

$$B = \text{Distribution cell area} \div A$$

$$B = \text{_____ ft}^2 \div \text{_____ ft}$$

$$B = \text{_____ ft}$$

XI. EXAMPLE WORKSHEET

IN-GROUND WORKSHEET

A. SITE CONDITIONS

Evaluate the site and soils report for the following:

- Surface water movement.
- Measure elevations and distances on the site so that slope, contours and available areas can be determined.
- Description of several soil profiles where the system will be located.
- Determine the limiting conditions such as bedrock, high groundwater level, soil permeability, and setbacks.

Slope - ____%

Occupancy: One- or Two-family Dwelling, # of bedrooms - 4

Public facility ____

Depth to limiting factor - 60 inches

In situ soil application rate used - 0.8 gal/ft²/day

B. DESIGN WASTEWATER FLOW (DWF)

One- or Two-family Dwelling.

$$\begin{aligned} \text{DWF} &= 150 \text{ gal/day/bedroom} \times \# \text{ of bedrooms} \\ &= 150 \text{ gal/day/bedroom} \times \underline{4} \# \text{ of bedrooms} \\ &= \underline{600} \text{ gal/day} \end{aligned}$$

Public Facility.

$$\begin{aligned} \text{DWF} &= \text{Sum of each wastewater flow per source per day} \times 1.5 \\ &= \underline{\hspace{2cm}} \text{ gal/day} \times 1.5 \\ &= \underline{\hspace{2cm}} \text{ gal/day} \end{aligned}$$

C. WIDTH AND LENGTH OF THE DISTRIBUTION CELL.

1. Determine the design loading rate (DLR) for the site.

From Table 83.44-1 or-2, Wis. Adm. Code, select the effluent application rate for the most restrictive soil horizon in contact with the distribution cell that matches the soil conditions. The effluent application rate selected from Table 83.44-1 or-2, Wis. Adm. Code, is the design loading rate (DLR) for the site.

$$\text{DLR} = \underline{0.8} \text{ gpd/ft}^2$$

2. Determine the distribution cell area.

Calculate the distribution cell area by dividing the daily design wastewater flow (DWF) by the design loading rate (DLR).

$$\text{Distribution cell area} = \text{DWF} \div \text{DLR}$$

$$\text{Distribution cell area} = \underline{600} \text{ gpd} \div \underline{0.8} \text{ gpd/ft}^2$$

$$\text{Distribution cell area} = \underline{750} \text{ ft}^2$$

3. Select a width (A) for the distribution cell. The width of the distribution cell can not exceed 6 feet.

$$A = \underline{6} \text{ ft}$$

4. Determine the distribution cell length.

Calculate the distribution cell length (B) by dividing the required distribution area by the distribution cell width (A).

$$B = \text{Distribution cell area} \div A$$

$$B = \underline{750} \text{ ft}^2 \div \underline{6} \text{ ft}$$

$$B = \underline{125} \text{ ft}$$

XII. PLAN SUBMITTAL AND INSTALLATION INSPECTION

A. Plan Submittal

In order to install a system correctly, it is important to develop plans that will be used to install the system correctly the first time. The following checklist may be used when preparing plans for review. The checklist is intended to be a general guide. Conformance to the list is not a guarantee of plan approval. Additional information may be needed or requested to address unusual or unique characteristics of a particular project. Contact the reviewing agent for specific plan submittal requirements, which the agency may require that are different than the list included in this manual.

General Submittal Information

- Photocopies of soil reports forms, plans, and other documents are acceptable. However, an original signature is required on certain documents.
- Submittal of additional information requested during plan review or and questions concerning a specific plan must be referenced to the Plan Identification indicator assigned to that plan by the reviewing agency.
- Plans or documents must be permanent copies or originals.

Forms and Fees

- Application form for submittal, provided by reviewing agency along with proper fees set by reviewing agent.
- Onsite verification report signed by the county or appropriated state official.

Soils information

- Complete Soils and Site Evaluation Report (form # SBD-8330) for each backhoe pit described; signed and dated by a certified soil tester, with license number.
- Separate sheet showing the location of all borings. The location of all borings and backhoe pits must be able to be identified on the plot plan.

Documentation

- Architects, engineers or designers must sign, seal and date each page of the submittal or provide an index page, which is signed, sealed and dated.
- Master Plumbers must sign, date and include their license number on each page of the submittal or provide an index page, which is signed, sealed and dated.
- Three completed sets of plans and specifications (clear, permanent and legible); submittals must be on paper measuring at least 8-1/2 by 11 inches.

Plot Plan

- Dimensioned plans or plans drawn to scale (scale indicated on plans) with parcel size or all property boundaries clearly marked.

- Slope directions and percent in system area.
- Benchmark and north arrow.
- Setbacks indicated as per appropriate code.
- Two-foot contours to 25ft. on all sides of system area or include elevations at all four corners of proposed system.
- Location information; legal description of parcel must be noted.
- Location of any nearby existing system or well.

Plan View

- Dimensions for distribution cell(s).
- Location of and observation pipes.
- Pipe lateral layout, which must include the number of laterals, pipe material, diameter and length; and number, location and size of orifices.
- Distribution boxes, drop boxes, manifold and force main locations, with materials, length and diameter of all pipes.

Cross Section of System

- Lateral elevation, position of observation pipes, dimensions and depths of aggregate, and type of cover material such as geotextile fabric, and depth, if applicable.
- Dimensions and depths of aggregate.
- Minimum and maximum depths of piping below original and final grades.
- Minimum and maximum depths of the excavation from original grade.

System Sizing

- For one- and two-family dwellings the number of bedrooms must be included.
- For public buildings, the sizing calculations must be included.

Tank and Pump / Siphon Information

- All construction details for site-constructed tanks.
- Size and manufacturer information for prefabricated tanks.
- Notation of pump or siphon model, pump performance curve, friction loss for force main and calculation for total dynamic head.
- Cross section of tank / chamber to include storage volumes; connections for piping, vents, and electricity; pump “off” setting; dosing cycle and volume; and location of vent and manhole.
- Cross section of two compartments tanks or tanks installed in a series must include information listed above.

B. Inspections

Inspection shall be made in accordance with ch. 145.20, Wis. Stats and s. Comm 83.26, Wis. Adm. Code. The inspection form on the following two pages may be used. The inspection of the system installation and/or plans is to verify that the system at least conforms to specifications listed in Tables 1 - 3 of this manual.

POWTS INSPECTION REPORT
 (ATTACH TO PERMIT)
GENERAL INFORMATION

Permit Holder's Name	<input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Town of	County	Sanitary Permit No.
State Plan ID No.	Tax Parcel No.	Property Address if Available	

TANK INFORMATION			SETBACKS				
TYPE	MANUFACTURER	CAPACITY	P/L	WELL	BLDG.	VENT TO AIR INTAKE	ROAD
SEPTIC							
DOSING							
AERATION							
HOLDING							

PUMP / SIPHON INFORMATION					
FORCE MAIN INFORMATION		FRICTION LOSS			
Manufacturer:	Model No.	Demand in GPM	Vert. Lift		
Length	Diameter	Dist. To Well	Component Head	TDH - As Built	TDH - Design

SOIL ABSORPTION COMPONENT						
TYPE OF COMPONENT			COVER MATERIAL			
Cell Width	Cell Length	Cell Diameter	Cell Depth	Horizontal Separation	Liquid Depth	No. of Cells
LEACHING CHAMBER OR UNIT		Manufacturer		Model No.		
SETBACK INFO.	Property Line	Bldg.	Well	Lake/Stream		

DISTRIBUTION COMPONENT / Elevation data on back of form							
Header / Manifold		Distribution Pipe(s)			Hole size	Hole Spacing	Obsv. Tubes Inst. & No.
Length	Dia.	Length	Dia.	Spacing			

SOIL COVER				
Depth over center of cell:	Depth over edge of cell:	Depth of Topsoil	Seeded / Sodded	Mulched

DEVIATIONS FROM APPROVED PLAN	

DATE OF INST. DIRECTIVE:	DATE OF ENFORCEMENT ORDER:
DATE OF REFERRAL TO LEGAL COUNSEL:	

COMMENTS (Persons present, discrepancies, etc.)

COMPONENTS NOT INSPECTED

Plan Revision Required <input type="checkbox"/> Yes <input type="checkbox"/> No	Date:	Signature of Inspector:	Cert. Number
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Sketch on other side

ELEVATION DATA

Point	Back sight	Height of instrument	Foresight	Elevation	Comments
Bench mark					
Bldg. sewer					
Tank inlet					
Tank outlet					
Tank inlet					
Tank outlet					
Dose tank inlet					
Bottom of dose tank					
Dist. lateral 1					
System elev. 1					
Dist. lateral 2					
System elev. 2					
Dist. lateral 3					
System elev. 3					
Grade elev. 1					
Grade elev. 2					
Grade elev. 3					

SKETCH OF COMPONENT & ADDITIONAL COMMENTS