

TEHAMA COUNTY SANITATION DISTRICT NO. 1

ORDINANCE No. --

**AN UNCODIFIED ORDINANCE SUPERSEDING ALL PREVIOUS ORDINANCES,
PRESCRIBING REGULATIONS AND ESTABLISHING FEES**

The Board of Directors of the Tehama County Sanitation District No.1 ordains as follows:

ARTICLE 1: Purpose and Authority

Pursuant to Health & Safety Code Section 4766, the Tehama County Sanitation District No. 1 may adopt and enforce ordinances and regulations not in conflict with general laws or the administration, operation, and use and maintenance of its facilities and services. Further, Pursuant to Health & Safety Code Section 5471, the Tehama County Sanitation District No. 1 may prescribe, revise and collect, fees, tolls, rates, rentals, or other charges for services and facilities furnished by it. This Ordinance is adopted solely for the purpose of consolidating past ordinances and renumbering to create greater clarification of previously adopted laws and is not intended to alter the substance of any currently effective ordinances.

ARTICLE 2: Findings

The Board of Directors of the Tehama County Sanitation District No.1 hereby finds and declares the following:

- A. Over time, the District has adopted multiple ordinances, resolutions, and amendments governing wastewater services, user responsibilities, service fees, inspections, and enforcement. These provisions remain valid and enforceable but are currently dispersed across multiple documents with inconsistent numbering and formatting.
- B. The Board finds that the existence of multiple ordinances and amendments has created unnecessary complexity, duplication, and confusion for District ratepayers, property owners, staff, and the public regarding applicable requirements, responsibilities, and procedures.
- C. This Ordinance is intended solely to consolidate, reorganize, renumber, and restate previously adopted and currently effective provisions into a single, unified ordinance for greater clarity, transparency, and ease of use. This Ordinance does **not** create new regulatory requirements, eliminate existing rights, or alter the substantive meaning or legal effect of any previously adopted ordinance provisions.
- D. The Board expressly finds that this Ordinance does not establish new fees, increase or decrease existing fees, modify service levels, expand enforcement authority, or change substantive District policy. All fee amounts, obligations, and standards remain as previously adopted and are merely restated or relocated for organizational purposes.

- E. The Board finds that consolidating and renumbering the District's ordinances into a single, coherent structure will improve readability, accessibility, and understanding for ratepayers and property owners, reduce misinterpretation, and facilitate voluntary compliance with District regulations.
- F. Adoption of this Ordinance will promote administrative efficiency, consistent enforcement, and uniform interpretation of District regulations by staff, legal counsel, the Board, and affected property owners.
- G. This Ordinance is adopted pursuant to the authority granted to the District under California Health and Safety Code sections 4766, 5471, 5474, and other applicable provisions of law, and is consistent with the District's existing powers and responsibilities.
- H. The Board finds that this Ordinance is exempt from review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines sections 15060(c)(2) and 15061(b)(3) because it will not result in a direct or reasonably foreseeable indirect physical change in the environment. The Ordinance is also categorically exempt under section 15308 as an action taken to assure the protection of the environment. No unusual circumstances exist that would preclude application of these exemptions.
- I. The Board finds that adoption of this Ordinance is in the best interests of the District, its ratepayers, and the public by enhancing transparency, predictability, and ease of compliance while preserving all existing regulatory requirements.

ARTICLE 3: Tehama County Sanitation District No.1 Ordinance No. 2119 and subsequent amendments are hereby repealed and the following ordinance prescribing regulations, user fees, and installation fees for Tehama County Sanitation District No.1 is hereby enacted and shall read as follows:

CHAPTER 1

GENERAL RULES AND REGULATIONS

Section 1.1: DEFINITIONS. Unless the context specifically indicates otherwise, the meaning of terms used in this ordinance shall be as follows:

"Board" shall mean the Tehama County Board of Supervisors who are ex-officio the Board of Directors for Tehama County Sanitation District No.1.

"Building sewer" shall mean the extension from the building to the clean-out at the property line and is maintained by the property owner.

"District" Tehama County Sanitation District No. 1.

"CCTV Inspection" shall mean the process whereby a video camera is placed into and run through the inside of a building sewer for the purpose of detecting defects, including but not limited to cracks, breaks, offset joints, roots, sags, leaks, and illegal cross-connections. The inspection shall be

witnessed and reviewed by an authorized District representative to verify the building sewer complies with the requirements.

"Easement" shall mean an acquired legal right for the specific use of land owned by others.

"Household Equivalent (HE)" shall mean the term of measurement used to quantify water discharged to the system by each user. One HE equals 200 gallons per day, the amount of water discharged by the design household (single-family residential dwelling).

"Inflow and infiltration" shall mean unwanted water that enters wastewater facilities and is not wastewater from normal household, commercial, or industrial use.

"Lateral" shall mean a segment of the sewer service pipe from the main line to the clean out at the property line.

"May" means permissive (see "Shall").

"Person" shall mean any individual, firm, company, association, society, corporation, or group.

"Shall" means mandatory (see "May").

"Wastewater" or "sewage" shall mean the spent water of a community. From the standpoint of source, it may be a combination of the liquid and water-carried wastes from residences, commercial buildings, industrial plants, and institutions, together with any groundwater, surface water, and storm water that may be present.

"Wastewater facilities" shall mean the structures, equipment, and processes required to collect, carry away, and treat domestic and industrial wastes and dispose of the effluent.

"Wastewater treatment works" or "wastewater treatment plant" shall mean an arrangement of devices and structures for treating wastewater, industrial wastes, and sludge.

Section 1.2: GENERAL. Unless otherwise determined by the Board, all wastewater disposal services provided by Tehama County Sanitation District No. 1 shall be made in accordance with these rules and regulations. In addition to any other criminal or civil ramifications, violations of any provision of this ordinance shall result in penalties or liens as provided herein.

Section 1.3: BOUNDARIES. The boundaries of the Tehama County Sanitation District are as follows:

All that real property situated in the County of Tehama, State of California, being a portion of Section 25, Township 29 North, Range 3 East, M.D.M.,

and more particularly shown on that certain map entitled "Proposed Boundaries of Tehama County Sanitation District No. 1, Assessment District No. 1995-1, Tehama County, California". Said Map was filed August 8, 1995, in Book 1 of Maps of Assessment Districts at Page 46 in the office of the County Recorder of the County of Tehama, State of California.

Section 1.4: APPLICATION FOR SERVICE. Application for a building sewer connection permit and wastewater disposal service shall be made in writing on a form available at the District Office. The application shall not be deemed complete until the connection fee as described in Section 2.3 below is paid in full. No applicant will be denied service on the grounds of race, color, national origin, or sex.

The permit for the installation of a non-existing sewer and/or lateral sewer shall be valid for constructing the new connection for two years from date of issuance. Installation permits will be issued to only one (1) party for one (1) property on which a building permit or mobile home permit has been applied for with the Tehama County Building Department.

No person shall construct a sewer, or a lateral sewer, or make any connection with the sewer system without first obtaining a sewer connection permit from the District and paying the sewer connection fee and all other fees and charges required by resolution of the Board, and otherwise complying with all requirements under any regulations adopted under this section by the Board.

Sewer service shall not be provided to a building, and no sewer connection permit shall be issued, unless the District finds that all of the following are satisfied:

1. The applicant's real property to be served is located in the sewer boundaries.
2. The applicant has paid in full the applicable connection charge and any other applicable deposits, fees, and/or charges.
3. The applicant's real property to be served abuts an existing sewer main, or the applicant has entered into a sewer main line extension agreement with the District.
4. The District possesses adequate wastewater treatment capacity to serve the new development.
5. The applicant has complied with all other applicable provisions of this and other county ordinances resolutions and policies.
6. The District shall not issue a sewer connection permit for any new structure unless it is applied for concurrently with a County building permit. No sewer service shall be permitted until a building permit with the County has been applied for.

7. The applicant's signature on an application for a sewer connection permit shall constitute an agreement to comply with such permit and all of the provisions, terms and requirements of this chapter and other ordinances, rules and regulations of the county, and with the plans and specifications approved by the county, if any, together with such corrections or modifications as may be made or permitted by the county if any. Such agreement shall be binding upon the applicant and may be altered only by the District upon the written request for the alteration from the applicant
8. The connection of the building sewer into the public sewer shall be made at the lateral or "T" branch, if such lateral "T" branch is available at a suitable location. Where no properly located "T" branch is available, a neat hole may be cut into the public sewer to receive the building or lateral sewer, with entry in the downstream direction at an angle of forty-five degrees. A wye saddle shall be used for the connection and in no case shall the pipe protrude inside the main sewer. A smooth, neat joint shall be made, and the connection made secure and watertight, including by encasement in concrete, if so determined by the District. The connection to the public sewer shall be made in the presence of the District and under his supervision and direction. Any cutting of sewer mains shall be done only by a licensed plumber and the cost shall be borne by applicant. Any damage to the sewer system shall be repaired at the cost of the applicant to the satisfaction of the District. All excavations for a lateral sewer installation shall be adequately guarded with barricades and/or lights, as required by the District, so as to protect the public from hazard. Streets, sidewalks, parkways and other property damaged in the course of the work shall be restored in a manner satisfactory to the District.
9. Old lateral sewers may be used in connection with new buildings only when they are found, upon examination and test by the District, to meet all requirements of this chapter and the standard specifications

Section 1.5: TENANTS. Upon the written request of the property owner, bills may be addressed to tenants for payment if the District is submitting an invoice to the ratepayer by mail. The manner for doing so is by completing and submitting the appropriate form, which can be requested from the District. The property owner remains responsible for payment of the bill. The property owner is responsible for collecting from tenants any fees that the Board has elected to collect on the tax roll.

Section 1.6: DAMAGE TO DISTRICT - OWNED EQUIPMENT. The cost to repair any damage occurring to pipes or other District equipment or property caused by a ratepayer, shall be charged to the property owner and is due and payable upon presentation by the District of a bill to the ratepayer.

Section 1.7: EXTENSION OF SERVICE. Extensions of service to individuals, subdivisions, groups, or a community of users, shall be constructed at the sole

expense of the person or entity applying for the extension, and shall meet or exceed minimum standards of design and construction of facilities, as outlined in the Tehama County Land Division Standards, and as required by the Board. Before any construction is permitted to commence, the applicant shall submit plans and specifications to the District and execute an agreement guaranteeing to the District all the construction for a period of one (1) year after the construction is accepted by the District, against defective design, defective material, and faulty workmanship. The agreement shall require a bond in the amount of one hundred percent (100%) of the estimated construction cost of the work done. The bond requirement may be waived by the District for minor extensions as defined by the District on a case by case basis. A Bond Waiver application can request from the District Office. Construction shall be done by a licensed contractor and construction shall be inspected and approved by the District. Upon verification and approval by the District that the above steps have been successfully completed, the applicant shall be permitted to commence construction of the installation. Upon completion of the installation, appropriate easements or rights of way shall be conveyed to the District.

Section 1.8 MERGING OF PROPERTY. A property owner that has submitted a request for merging properties to the County Planning Department and County Surveyor shall, prior to or concurrently with such submission, submit the proposed merger to the District.

1. Should the merging of properties with multiple dwellings occur, the District shall re-assess the HE of the newly merged property. Any increase in the sewer fee caused by the merger that is not paid to the District within 90 days shall be added to that property's next tax roll.
2. If any dwelling with a sewer lateral is removed from a merged property, the associated sewer lateral must also be removed to prevent water infiltration to the sewer system.
 - a. Proof of the sewer lateral removal and watertight capping at the main must be submitted to the District in order to have HE assessed for new sewer rates.
 - b. Work done at mainline connection shall be done by a licensed plumber.
 - c. Should the extra lateral stay in place, fees will continue as if that lateral is in service. Regardless of dwellings or structures on a property, if there is a sewer lateral connected to the main and can contribute to the system, a sewer fee will be assessed to the property owner.
 - d. A non-refundable inspection fee is required when merging a property, removing a lateral, and capping the lateral at the sewer mainline.

Section 1.9 SUBDIVIDING OF A PROPERTY. Separate sewer connections are required for each separate building whether or not such building is on the same or

a different lot or parcel of land. Exceptions may be made by the District where several single family, multi-family, commercial, or industrial units are constructed within several buildings on the same parcel of land, where the District determines that such land can be adequately served by a single private sewer main. If the land is later divided, then separate laterals shall be provided for each building or several buildings on each separate parcel of land or for each air space unit unless the private sewer main has been legally made the responsibility of the property or unit owner(s). Such property owner or owners' association will be responsible for construction, reconstruction, maintenance and repair, of the private sewer main. Such private sewer main shall be connected to the sewer main at a single location, and a manhole or clean out shall be provided on the private main at or near the point of connection with the sewer system, normally near the property line. All such private sewer mains and all such laterals thereto shall be installed at the expense of the property owner or developer. The property owner will be responsible for construction, reconstruction, maintenance, and repair. For private sewer mains, the property owner or owners' association shall apply for, and be responsible for, a single billing for the service by completing and submitted the appropriate form which can be can be requested from the District. Where such connections preexist these regulations, they must be permitted until the sale of the parcel, at which time a separate lateral sewer shall be provided for the sold parcel.

CHAPTER 2
USER FEES AND CHARGES

Section 2.1: FEE SCHEDULE. Pursuant to Health and Safety Code Section 5471, the District has imposed on each parcel that receives sewer service from the District an annual fee for that service. The District shall establish or alter the amount of that annual service fee by resolution of the Board.

The annual service fee is a sewer assessment in nature and designed to recover from ratepayers for services and facilities furnished by the District.

Section 2:2: BILLING. All service charges for wastewater disposal services shall be based upon HE and may be collected in advance, per Government Code Section 54347, not less than twice a year, by the District or its authorized representative on the bills provided therefore, along with any other applicable fees or penalties. The annual service fee shall be due on the date specified by the District but no sooner than 90 days after the mailing of the invoice to the ratepayer. Alternatively, the District Board may elect to collect the service charges on the tax roll in the same manner and at the same time as general property taxes by adopting a resolution electing to do so and describing the process for submission of an annual report to the Clerk of the Board.

If the Board elects to collect fees on the tax roll, a written report shall be filed with the clerk each year which shall contain a description of each parcel using sewer services and facilities and the amount of the charge for the subsequent calendar year. Upon receipt of the report, the clerk shall set a time and place of a public hearing pursuant to H&S Code Section 5473.1 and publish notice for the public hearing pursuant to Government Code Section 6066. The Report shall be filed with the clerk and the public hearing shall be set with sufficient time for the Board to consider the report and make a decision so that the County Auditor can receive the report before August 10. Ideally, the report shall be filed before June 1 and the public hearing shall be held before July 15.

Section 2.2.1: PENALTY WAIVERS. Penalty waivers are only available when the invoices are mailed to ratepayers and not collected on the annual tax roll and they are awarded on a case-by-case basis. An application for a penalty waiver be requested from the District. Penalty waiver application forms, may be requested from the District Office.

Section 2.2.2: INSTALLMENT PLANS. Installment plans are only available when the invoices are mailed to ratepayers and not collected on the annual tax roll and they are awarded on a case-by-case basis. Installment plan application forms, may be requested from the District Office.

In the event of a default on an awarded installment plan, the penalty shall be as follows: Full remaining balance will be due within 30 days of default date. An initial penalty of fifty dollars (\$50.00) plus ten percent (10%) per annum may be charged

Commented [DP1]: This should have the same language as section 2.2.2. I also included a rough draft form for review to ass as an exhibit.

Commented [DK1R2]: Changing this language to match 2.2.2 makes sense. We should make clear that if it is on the tax roll, there will be no waiver of penalties. If a tax payment is late there will be penalties and interest.

Commented [DP1R3]: Please see changes.

Commented [DP2]: I have included a rough draft form for review to add as an exhibit.

if the bill is not paid within 30 days of default date and will not be awarded any future installment plan for 2 calendar years from the date of default.

Section 2.2.3: LIENS. Liens: In the event of nonpayment for 1 (one) calendar year, the Board may record a lien on the parcel where services are provided.

Section 2.2.4: WAIVER OF USER FEES. Any ratepayer may appeal to the Board for a reconsideration of the annual fee or portion thereof. The appeal will be considered by the District Board of Directors on a case-by-case basis after the District has received the User Fee Waiver application located at the District.

Section 2.3: CONNECTION FEE. The District shall establish by resolution, and may update by resolution from time to time, a connection fee pursuant to Health and Safety Code Section 5474. The fee is used to cover the inspection of the connection and other administrative expenses in setting up the new account. This fee will contemplate only one inspection and if additional inspections are necessary they will be an additional cost. All inspections, construction, and repairs to laterals connecting to the main line are at the expense of the property owner. All fees related to a new connection shall be paid in full before sewer service will be permitted to begin.

Section 2.3.1 INSPECTION FEE The District shall establish by resolution, and may update by resolution from time to time, an inspection fee pursuant to Health and Safety Code Section 5471.

Section 2.4: EXCESS FLOW FEES. Any User who causes or allows discharges in excess of normal flows, as determined by the District, typical for the type of use served shall bear the costs for such excess flows. The costs for such excess flow shall be based on the number of HE and the User shall pay the current established HE rate per year per HE in addition to the user fee described in the Service Charge Schedule.

Lateral sewers shall be maintained by the owner of the property served, from the building being served up to the property line, provided a cleanout accessible to maintenance forces is available. If a cleanout is not available, the owner shall maintain the lateral to its connection to the public main.

Laterals are to be maintained and in good working conditions to not allow rain runoff, ground water, or other forms of water to enter the closed system as the District is not designed to handle these excess flows. All lateral sewers shall be tested by means approved by the District, in the presence of a District representative. All lines showing excessive leakage shall be repaired or replaced at the expense of the property owner and shall be done at the direction and to the satisfaction of the District. Infiltration leakage found by the District will be assessed for its impacts on the Wastewater Treatment Plant's treatment and holding capacity. Upon a determination that a ratepayer's infiltration leakage will have a

Commented [DP3]: How do liens work for the tax roll?

Commented [DK3R2]: I would leave this alone. If it is on the tax roll and they don't pay it, then the tax payment is considered delinquent. This should be included as part of the secured roll which means that if they don't pay for five years, the Tax Collector will sell the property. Also, because we are a Teeter County, the District will get paid the full amount and assign the rights to collect to the County. Maybe we should have a phone call with Parker about this?

Commented [DP3R3]: I do remember that about the tax roll now that you say it. It has been a few years since I wore that hat. I think it will be fine if we just leave this be.

Commented [DP4]: This should be the appeal form?

Commented [DK4R2]: That makes sense, Just allow all of these to be appealed. One thing you could think about doing is sending appeals to a Hearing Officer instead of sending it to the Board. Flood appears to be heading in that direction it wouldn't be that hard to add these appeals to the Contract we'll have to have with the Hearing Officer. Also, if you combined all these waiver requests into a single appeal form it might make yours and the customer's lives easier. Just a thought.

Commented [DP4R3]: I think it would be easier to keep the BOS appeals and the District appeals separate. I don't want something to not end up going to the BOS on accident. Also, I'm thinking we handle these without a Hearing Officer at least for now. I anticipate there being less than a handful per year.

negative impact on the District's ability to treat and hold wastewater, the District will provide the ratepayer with a Notice of Excessive Infiltration Leakage.

Infiltration leakage deemed to have a negative impact on the District's ability to treat and hold wastewater shall be penalized with a higher user fee. The higher user fee shall be increased at the rate of one HE for infiltration leakage in excess of the permitted amount up to 200 GPD, two HE for up to 400 GPD, and so on, with a maximum user penalty increasing the overall annual fee no more than five times the normal rate for that ratepayer.

The excess flow penalty shall apply for a full year and will be included in the next soonest tax roll report. A ratepayer can avoid having the excess flow fees imposed if all of the following are accomplished within 180 days of issuance of the Notice of Excessive Infiltration Leakage.

1. A written plan submitted within 30 days of this letters date. The plan can be in email or submitted by mail.
2. The owner will have 90 days from the submitted plan to provide that actions are be taken to repair the lateral. This includes submitting estimates from a contractor, attempt to hire a contractor, planned date repair, proof of supplies purchased, and equipment rental estimates. The repair completion shall not exceed 2 calendar years from the date of this letter. Failure to complete the repairs shall increase sewer fees outline in section 2.4.
3. Notice to the District with proof that the repair is starting and estimated date of completion. An inspection is required to ensure that all repairs are done in accordance with all federal, state, and local laws including all applicable District ordinances.
4. The District shall take into account the following circumstances: weather conditions, time of year for travel, snow on the ground, distance of travel, availability of supplies, availability of contractors, or other circumstances provided by the owners with approval from the District staff. Extensions may only be granted for listed circumstances and will be outlined to the owner.

Upon correction of the excessive flow, the District will, if appropriate, adjust the rate back to the regular fee. If no corrections are made the higher user fee will continue for each year thereafter.

Access to Properties for Sewer Lateral inspection: The District (or any designated representative thereof) is hereby authorized to inspect private sewer laterals with 24-hour advance notice to the owner for the following purposes:

- (a) To determine the size, depth, and location of any sewer connection.

(b) To determine the end outlet of any sewer connection by depositing harmless testing materials in any plumbing fixture attached thereto and flushing the same, if necessary.

(c) To determine, by measurements and samples, the quantity and nature of the sewage or wastewater being discharged.

(d) To determine the location of the roof, swimming pool, hot tub, floor drains, mechanical pumps and surface drains, and whether or not they physically connect to a sewer.

(e) To assess the condition of the lateral where he/she suspects that the lateral may be allowing inflow or infiltration.

Nothing herein shall be deemed to provide the District with any right or authority to enter a building or other apparently private or interior area of a real property. The lateral inspection will be conducted from the exterior lateral cleanout. If such a cleanout is not accessible from the exterior, the District will contact the owner for accommodations.

Section 2.5: ASSESSMENT No. 1984-1. Upon application for connection, multiple lots that received one assessment from the Central Mineral Project Assessment District No. 1984-1 shall pay an amount equal to the additional assessment which was not previously imposed as a special connection charge for each additional lateral connection.

Section 2.6: ASSESSMENT No. 1995-1. Upon application for connection, multiple lots that received one assessment from the Mineral Sewer Improvement Project Assessment District No. 1995-1 shall pay an amount equal to the additional assessment, which was not previously imposed, as a special connection charge for each additional lateral connection.

Section 2.7: OUT OF DISTRICT FEES. New connections or increased HE made by out of District users will be considered by the District Board of Directors on a case-by-case basis and all out of district usage will be reviewed periodically. The annual service charge will be based on HE in the same manner as District residents. If the District experiences capacity problems, new out of district users or increased HE of current out of district users may be prohibited. Additional capacity charges may be assessed for these users.

Section 2.8: SEWER CAPACITY CHARGE. The District shall establish by resolution, and may update by resolution from time to time, a sewer capacity which shall be applied to all future new residential sewer connections. This fee is for the maintenance and depreciation of equipment as well as the impact fee for the extra flow the plant will handle. Commercial buildings and multi-dwelling units including condominiums, duplex or larger, and apartments will be assessed at the appointed HE for the property. Properties that were once connected to the sewer system

and went through the process of removing or capping their lateral will also be charged the sewer capacity charge as a reconnection fee.

Section 2.9: CAPPING AND ABANDONMENT FEES:

1. All capping or abandonment of laterals must be approved by the sanitation Board to ensure that there is no leakage. Each request will be assessed on a case-by-case basis. Without approval from the Board, all sewer fees will continue.
2. All capping or abandonment request must be in writing and the appropriate form must be completed before consideration moves forward to the Board.
3. All capping and abandonment requests require that no dwelling be located on the property. Storage sheds with no plumbing will be exempt. An inspection shall be necessary if the property owner is disputing the service charges. A connected lateral for the use of a trailer or RV is still considered to be working plumbing and fees will continue.
4. All capping and abandonment work at the county mainline will require the use of a licensed and bonded plumber. Proof of invoice must be submitted to the county. Capping of the lateral must be done at the county cleanout so that no I & I may enter the sewer from the disconnected property.
5. An inspection of the capping and abandonment is required by District staff. , The inspection fee shall be paid in full prior to the inspection. In the event the inspection fails, each additional inspection will be assessed an additional inspection fee.
6. In the event the capping of a lateral is found to be reconnected without proper approval and inspections, a fine of \$500.00 will be assessed and sewer fees will be reinstated to the property. Service fees shall be back dated to the date the connection was found.
7. A capped or abandoned line that wishes to reconnect to the sewer will be treated as new construction and section 2.8 will be applied to the property.

Mineral County Water District is separate from Tehama County Sanitation District No. 1. Regardless of the current water connection, if a property has a connected lateral to the sewer mainline, billing for that property will continue pursuant to this Ordinance.

CHAPTER 3

CCTV INSPECTIONS, PROCEDURES, AND REQUIREMENTS

SECTION 3.1: BUILDING CCTV INSPECTION TRIGGERS. Except as provided in subsection (b) of this Section, all building sewers for existing buildings including but not limited to those serving residential, multiple residential, commercial, and industrial properties that are connected to the public sewer shall pass a CCTV inspection as reviewed by an authorized District inspector, and at the property owner's expense when any of the following events occur:

1. To properties prior to the close of escrow of the sale or, if there is no escrow, prior to recording the deed or the document transferring the title.
2. When obtaining a building permit for construction or remodel valued over \$60,000.
3. When the District finds that unpermitted building sewer work has been completed at county sewer main connection. This includes the installation of an unpermitted lateral.
4. When the District finds that the building sewer is a public nuisance.

Exceptions. This section shall not apply:

1. To properties showing that the building was originally constructed 10 years or less before the anticipated date of sale.
2. To properties with a sewer repair permit approved by the District documenting that the building sewer was replaced in full within 10 years of the triggering event provided in subsection (a) of this Section before the anticipated date of sale.
3. To properties with CCTV inspection that was submitted to the county and shown that no defects, cracks, roots, or any infiltration is occurring within 5 years of the original date of the inspection.
4. To properties undergoing transfer to a bank due to foreclosure.

SECTION 3.2: CCTV INSPECTION PROCEDURES AND REQUIREMENTS. The following procedures shall be followed and requirements met:

1. All building sewers shall be inspected by the District unless the property owner presents satisfactory proof to the District that the property has had valid CCTV inspection completed within 5 years of original date.
2. The property owner shall submit a video recording of the building sewer inspection to the District for review. At the beginning of such video, the qualified contractor shall state the address of the property and take a photograph of the home that the property owner shall submit to the District with the video.

3. The District will maintain written procedures for CCTV inspections. The procedures shall be made available upon request

SECTION 3.3: VALID CCTV SEWER INSPECTION REQUIREMENT. CCTV inspections must verify the following:

1. The building sewer is free of roots, grease deposits, and other solids which may impede or obstruct the transmission of sewage.
2. There are no improper or illegal connections to the building sewer such as sump pumps, down spouts, or area drainage facilities.
3. All joints in the building sewer are tight and sound to prevent the exfiltration of sewage and the infiltration of groundwater, storm water, and/or rainwater
4. The building sewer is free of structural defects, cracks, breaks, offset joints, or missing portions and the grade is reasonably uniform without major sags or offsets.

Upon completion of repairs to the building sewer, the current property owner shall have another CCTV inspection conducted to verify the conditions set forth in this Section or other test parameters may be conducted for partial or full building sewer replacement.

All costs for inspections, tests, and repair or replacement of the building sewer shall be the responsibility of the building or property owner, including all additional permits prior to commencement of construction.

All work shall be done to the satisfaction of authorized District staff, in accordance with all state laws and all District ordinances, standard drawings, standard specifications, and regulations.

In the event that the lateral inspection shows defects such as roots, offset joints, break in line, etc, it shall be good cause for an escrow to be delayed until a plan of action is accepted by the District. The District staff has the authority to consider and accept or deny a plan of action. This plan of action may include but not be limited to a timeline for the repair, will the repair be completed before escrow closes, and proof that the repair is complete. The District may also agree to the buyer accepting the responsibilities of the repairs due to time of year as snow may cover the grounds. In such circumstances, a signed plan of action with a timeline and potential disciplinary actions will be included and signed by the buyer before the close of escrow. Should the buyer back out of the purchase of the property, the current owner will be responsible for the repairs of the lateral in time frame approved by the District. Failure to repair the damaged lateral shall be penalized per section 2.4.

SECTION 3.4: CCTV INSPECTIONS BY THE DISTRICT

The District owns and operates a closed-circuit television (CCTV) inspection system for the purpose of inspecting, documenting, and maintaining the sewer

mainline system. The CCTV system records video, photographs, date and time, and written descriptions of inspection locations. The District shall conduct inspections of sewer mainlines between manholes to identify defects requiring maintenance or repair, and to observe lateral connections from properties connected to the system.

The District shall identify defects, including but not limited to root intrusion, collapsed pipe sections, offset joints, line sagging, and any other condition that may impede the proper flow of wastewater to the wastewater treatment plant. The District may also document evidence of inflow and infiltration originating from private laterals by observing and recording flows entering the mainline.

Based on such evidence, District personnel may initiate further investigation of the subject property in accordance with Section 2.4. The District shall provide formal notice to the property owner prior to conducting any property inspection and shall include a description of the identified issues along with supporting photographic documentation obtained through CCTV inspection

CHAPTER 4
DISTRICT SEWAGE DISPOSAL SYSTEMS

Section 4.1: INDIVIDUAL SEWAGE DISPOSAL SYSTEMS. The District collection System and Treatment Works are the only approved sewage disposal systems. Septic Tanks and Leach Fields are not allowed to exist within the District Boundaries. It shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool, or other facility intended or used for the disposal of wastewater within the District boundaries. All land uses that generate sewage shall connect to the Tehama County Sanitation District No.1 Sewerage System, and all septic tank and leach field systems shall be properly abandoned.

CHAPTER 5
WASTEWATER SEWAGE DISPOSAL SERVICE

Section 5.1: MANDATORY USE OF PUBLIC SEWERS.

- a. It shall be unlawful for any person to place, deposit, or permit to be deposited in any insanitary manner on public or private property within the District or in any area under the jurisdiction of the District, any human or animal excrement, garbage, or objectionable waste.
- b. It shall be unlawful to discharge to any natural outlet within the District which provides sewage disposal services or in any area under the jurisdiction of said District, any wastewater, or other polluted waters.
- c. The owner(s) of all houses, buildings, or properties used for human occupancy, employment, recreation, or other purposes situated within the District which provides sewage disposal services and abutting on any street, alley or right of way in which there is now located or may in the future be located a public sanitary sewer of the District, is hereby required at the owner's expense to connect such buildings directly to the proper public sewer in accordance with the provisions of this Ordinance, within ninety (90) days after the date of official notice to do so. The District may authorize an extension of this deadline where justified.
- d. No statement contained in this article shall be construed to interfere with any additional requirements that may be imposed by the health officer.

Section 5.2: BUILDING SEWERS AND CONNECTIONS.

- a. No unauthorized person(s) shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof in the District without first obtaining a written permit from the District.
- b. To obtain a building sewer connection permit, the owner(s) or owner's agent shall make application on a special form furnished by the District. The permit application shall be supplemented by any plans, specifications, or other information considered pertinent in the judgment of the District. A connection fee, as set by Section 2.3, for building sewer connection permit shall be paid to the District at the time the application is filed.
- c. All costs and expenses incidental to the installation and connection of the building sewer shall be borne by the owner(s). The owner(s) shall indemnify the District from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer.
- d. A separate and independent building sewer shall be provided for every facility to be served; except where otherwise permitted by the District.
- e. Old building sewers may be used in connection with new buildings only when they are found, on examination and test by the District, to meet all requirements of this Ordinance.

f. The size, slope, alignment, materials of construction of a building sewer, and the methods to be used in excavating, placing of the pipe, jointing, testing, and backfilling the trench, shall all conform to the requirements of the Building and Plumbing Code or other applicable rules and regulations of the District and the County. In the absence of code provisions or in amplification thereof, the materials and procedures set forth in appropriate specifications of the ASTM and WPCF Manual of Practice #9, shall apply.

g. Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such building drain shall be lifted by an approved means and discharged to the building sewer.

h. No person(s) shall make connection of roof downspouts, mechanical pumps, foundation drains, areaway drains, or other sources of surface runoff or groundwater to a building sewer which in turn is connected directly or indirectly to a public sanitary sewer unless such connection is approved by the District for purposes of disposal of polluted surface drainage.

i. The connection of the building sewer into the public sewer shall conform to the requirements of the Building and Plumbing Code or other applicable rules and regulations of the District and the County. All such connections shall be made gastight and watertight and verified by proper testing. Any deviation from the prescribed procedures and materials must be approved by the District before installation.

j. The applicant for the building sewer connection permit, shall notify the District when the building sewer is ready for inspection and connection to the public sewer. The connection and testing shall be made under the supervision of the District or their representative. The building sewer shall be inspected prior to backfilling.

k. All excavations for building sewer installation shall be adequately guarded with reflective barricades so as to protect the public from hazard. Streets, sidewalks, parkways, and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the District.

l. In order for a parcel to be removed from service once a connection has been create all of the following shall first be complete:

- 1) Any fixture designed and intended to be connected to a sewer, such as but not limited to a sink or a flushing toilet or urinal, shall be completely dismantled and removed from the site;
- 2) The sewer lateral shall be capped at both ends to ensure that no site facilities can be used;

- 3) Evidence shall be provided that any future inflow and infiltration generated by site will not affect the Wastewater Treatment Plant;
- 4) Final inspection by appointment performed by authorized District staff for which an inspection fee applies;
- 5) If the property owner provides documentation that the above conditions have been met to the District's satisfaction, the sewer service to the site shall be deemed ceased.

Section 5.3: LIMITATION ON USE OF THE PUBLIC SEWERS.

a. No person(s) shall discharge or cause to be discharged any of the following described waters or wastes to any sewers provided by the District:

1. Any gasoline, benzene, naphtha, fuel oil or other flammable or explosive liquid, solid or gas.
2. Any waters containing toxic or poisonous solids, liquids, or gasses in sufficient quantity, either single or by interaction with other wastes, to injure or interfere with any waste treatment process, constitute a hazard to humans or animals, create a public nuisance, or create any hazard in the receiving waters of the wastewater treatment plant.
3. Any waters or wastes having a pH lower than (5.5) or having any other corrosive property capable of causing damage or hazard to structures, equipment, and personnel of the wastewater works.
4. Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the wastewater facilities such as, but not limited to, ashes, bones, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, whole blood, paunch manure, hair, fleshings, entrails, paper dishes, cups, milk containers, etc., either whole or ground by garbage grinders.

b. The following described substances, materials, waters, or waste shall be limited in discharges to sanitary sewer systems to concentrations or quantities which will not harm either the sewers, wastewater treatment process or equipment, will not have an adverse effect on the receiving stream, or will not otherwise endanger lives, limb, public property, or constitute a nuisance. The District may set limitations lower than the limitations established in the regulations below if in their opinion such more severe limitations are necessary to meet the above objectives. In forming their opinion as to the acceptability, the District will give consideration to such factors as the quantity of subject waste in relation to flows and velocities in the sewers, materials of construction of the sewers, the wastewater treatment process employed, capacity of the wastewater treatment plant, degree of treatability of the waste in the wastewater treatment plant, and other pertinent factors. The limitations or restrictions on materials or characteristics of waste or

wastewaters discharged to the sanitary sewer which shall not be violated without approval of the District are as follows:

- 1 Wastewater having a temperature higher than 150 degrees Fahrenheit (65 degrees Celsius).
- 2 Wastewater containing more than 25 milligrams per liter of petroleum oil, non-biodegradable cutting oils, or product of mineral oil origin.
- 3 Any garbage that has not been properly shredded. Garbage grinders maybe connected to sanitary sewers from homes, motels, restaurants, catering establishments, or similar places where garbage originates from the preparation of food in kitchens for the purpose of consumption on the premises or when served by caterers.
- 4 Any waters or wastes containing iron, chromium, copper, zinc, and similar objectionable or toxic substances to such degree that any such material received in the composite wastewater at the wastewater treatment works exceeds the limits established by the District for such materials.
- 5 Any waters or wastes containing odor-producing substances exceeding limits which may be established by the District.
- 6 Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the District in compliance with applicable state or federal regulations.
- 7 Quantities of flow, concentrations, or both which constitute a "slug" as defined herein.
- 8 Waters or wastes containing substances which are not amenable to treatment or reduction by the wastewater treatment processes employed or are amenable to treatment only to such degree that the wastewater treatment plan effluent cannot meet the requirements of other agencies having jurisdiction over such discharge.
- 9 Any water or wastes which, by interaction with other waters or wastes in the public sewer system, releases toxic gases, form suspended solids which interfere with the collection system, or create a condition deleterious to structures and treatment processes.

c. If any waters or wastes are discharged or are proposed to be discharged to the public sewers in the District, which waters contain the substances or possess the characteristics enumerated in Section 4.3, and which in the judgment of the District, may have a deleterious effect upon the wastewater facilities, processes, equipment, or receiving waters, or which otherwise create a hazard to life or constitute a public nuisance, the District may:

1. Reject the wastes,
2. Require pretreatment to an acceptable condition for discharge to the public sewers,
3. Require control over the quantities and rates of discharge, and/or
4. Require payment to cover added costs of handling and treating the wastes not covered by existing sewer charges.

When considering the above alternatives, the District shall give consideration to the economic impact of each alternative on the discharger. If the District permits the pretreatment or equalization of waste flows, the design and installation of the plants and equipment shall be subject to the review and approval of the District.

d. Grease, oil, and sand interceptors shall be provided when, in the opinion of the District, they are necessary for the proper handling of liquid wastes containing floatable grease in excessive amounts, or any flammable wastes, sand, or other harmful ingredients; except that such interceptors shall not be required for private living quarters or dwelling units. All interceptors shall be of a type and capacity approved by the District and shall be located so as to be readily and easily accessible for cleaning and inspection. In the maintaining of these interceptors the owner(s) shall be responsible for the proper removal and disposal by appropriate means of the captured material and shall maintain records of the dates and means of disposal for review by the District. Any removal and hauling of the collected materials not performed by owner(s) personnel, must be performed by currently licensed waste disposal firms.

e. Where pretreatment or flow-equalizing facilities are provided or required for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner(s) at his expense.

f. The District may require a user of sewer services to provide information needed to determine compliance with this Ordinance. These requirements may include:

1. Wastewaters discharge peak rate and volume over a specified time period.
2. Chemical analyses of wastewaters.
3. Information on raw materials, processes, and products affecting wastewater volume and quality.
4. Quantity and disposition of specific liquid, sludge, oil, solvent, or other materials important to sewer use control.
5. A plot plan of sewers on the user's property showing sewer and pretreatment facility location.

6. Details of wastewater pretreatment facilities.
7. Details of systems to prevent and control the losses of materials through spills to the District's sewer.

g. All measurements, tests and analyses of the characteristics of waters and wastes to which reference is made in this Ordinance shall be determined in accordance with the latest edition of "Standard Methods of the Examination of Water and Wastewater", published by the American Public Health Association. Sampling methods, location, times, durations, and frequencies are to be determined on an individual basis subject to approval by the District.

Section 5.4: DAMAGE TO WASTEWATER FACILITIES. No person(s) shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is a part of the wastewater facilities. Any person(s) violating this provision shall be subject to immediate arrest under charge of disorderly conduct.

Section 5.5: POWERS AND AUTHORITY OF INSPECTORS.

a. Upon prior notification, to the occupant the District's duly authorized representatives shall be permitted to enter all properties for the purposes of inspection, observation, measurement, sampling and testing pertinent to discharge to the District sewer system in accordance with the provisions of this Ordinance.

b. While performing the necessary work on private properties referred to in Subsection a, above, the District's duly authorized representatives shall observe all safety rules applicable to the premises established by the owner, and the owner shall be held harmless for injury or death to the District's employees or County employees, and the District shall indemnify the owner against loss or damage to its property by District's employees or County employees and against liability claims and demands for personal injury or property damage asserted against the owner and growing out of the gauging and sampling operation, except as such may be caused by negligence or failure of the owner to maintain safe conditions.

c. The District's duly authorized representatives shall be permitted to enter all private properties through which the District holds a duly negotiated easement for the purpose of, but not limited to, inspection, observation, measurement, sampling, repair, and maintenance of any portion of the wastewater facilities lying within said easement. All entry and subsequent work, if any, on said easement, shall be done in full accordance with the terms of the duly negotiated easement pertaining to the private property involved.

Section 5.6: PENALTIES.

a. Any person found to be violating any provision of this Ordinance, shall be served by the District with written notice stating the nature of the violation, and providing a reasonable time limit for the satisfactory correction thereof. The

offender shall, within the period of time stated in such notice, permanently cease all violations.

b. Any person who shall continue any violation beyond the time limit provided for in this Ordinance, shall be guilty of a misdemeanor, and on conviction thereof shall be fined in the amount not exceeding Five Hundred (\$500.00) Dollars for each violation. Each day in which any such violation shall continue shall be deemed a separate offense.

c. Any person violating any of the provisions of this Ordinance shall become liable to the District for any expense, loss, or damage incurred by the District by reason of such violation.

CHAPTER 6

APPEALS

Section 6.1: APPEAL APPLICATION. Property owners and ratepayers who object to any action, decision, denial, or determination directly affecting their service or property may appeal any action, decision, denial, or determination. The appeal application, Attachment A, can be located at the District Office or online at <https://tcpw.ca.gov/mineral-sanitation-district/>. Appeals shall be taken to the District Board of Directors.

Section 6.2: REQUEST APPEALS. An appeal shall only be presented to the Board if the appeal application is filed with the Clerk of the Board within 30 days of a written decision, determination, denial, or notice of action. An appeal shall also be presented to the Board if the appeal application is filed within 60 days of your submission of a written request for the District to take any action and the District does not respond unless the request is to address an decision, determination, denial, or action that was already issued by the District.

Section 6.3 EXHAUSTION OF REMEDIES. No person may bring a judicial action or proceeding against the District for any decision, determination, denial, or action taken by the District, unless that person submitted to the Clerk of the Board of Directors a timely, written appeal application specifying the grounds for the appeal. The issues raised in any such action or proceeding shall be limited to those raised in such an administrative appeal unless a court finds the issue could not have been raised in such an appeal by those exercising reasonable diligence.

ARTICLE 4: VALIDITY AND SEVERABILITY.

If any provision, clause, sentence, or paragraph of this ordinance, or any application thereof to any person or circumstance, is held to be unconstitutional or otherwise invalid for any reason, such invalidity shall not affect the validity of the remainder of this ordinance which can be given effect without the invalid provision, clause, sentence, paragraph, or application. To this end, the provisions, clauses, sentences, and paragraphs of this ordinance are hereby declared to be severable. The Board of Directors hereby declare that they would have passed this ordinance, and each provision, clause, sentence, or paragraph thereof, irrespective of the fact that one or more provision, clause, sentence, or paragraph be declared invalid or unconstitutional.

ARTICLE 5: OPERATIVE DATE OF ORDINANCE

This ordinance shall become operative on and after July 1, 2027 or 30 days after adoption, whichever is later. The Clerk shall cause this to be published as required by law.

The above and foregoing ordinance was duly passed and adopted at a regular meeting of the Board of Directors of the Tehama County Sanitation District No. 1, State of California, at their meeting of _____, by the following vote:

AYES:
NOES:
ABSENT OR NOT VOTING:

Chairperson of the Board of Directors
Tehama County Sanitation District No. 1

STATE OF CALIFORNIA)
)
COUNTY OF TEHAMA)

I, SEAN HOUGHTBY, County Clerk and ex-officio Clerk of the Board of Directors of the Tehama County Sanitation District No. 1, State of California, hereby certify the above and foregoing to be a full, true and correct copy of an ordinance adopted by said Board of Directors on the ____ day of _____, 2026.

Dated: This ___ day of _____, 2026.

SEAN HOUGHTBY, County Clerk and ex-officio
Clerk of the Board of Directors of the Tehama County
Sanitation District No. 1, State of California

By _____
Deputy