

Marshall County Regional Sewer District

Grinder Station Location Guidelines

Adopted 5/8/2024

The following guidelines (“**Guidelines**”) will be used by the Marshall County Regional Sewer District (MCRSD), its contractors, Engineers, and Attorneys (collectively the “**District**”) when determining the location of grinder stations during its upcoming septic elimination project (the “**Project**”).

The District shall use its best efforts to follow these Guidelines when installing and locating grinder stations.

However, existing conditions, topography, location of improvements, and other factors may necessitate flexibility relative to these guidelines from time to time.

Therefore, and accordingly, the MCRSD reserves the right to deviate from the guidelines provided herein if and when it is determined that it is in the best interest of the MCRSD and/or the citizens and landowners it serves to do so.

It should also be understood that any/all aspects of the guidelines may be changed, revised, updated, etc., at any time, and with or without prior notice or explanation.

MCRSD Grinder Station Location Guidelines

1. Grinder stations will be located on or adjacent to the alignment of the subject property’s side property lines whenever compatible with existing structures and improvements.
2. Grinder stations will be provided for each parcel with a sewage producing structure whenever compatible with existing structures and improvements and subject to the criteria outlined in paragraph 3 below.
3. Grinder stations will be located no farther than 10 feet away from the road right of way line in all cases where doing so results in a condition that allows the home or structure to be served by said grinder station to connect to it via a gravity building sewer.
 - a. This will require that the District’s Engineer (“**Engineer**”) has verified and/or reliable information in hand relative to the existing property’s septic system location, and/or the location & depth of where an existing structure’s sanitary sewer line exits the same.
 - i. A typical ‘standard depth’ grinder station has an overall depth of 8 feet below grade, and the gravity connection thereto is generally between 4.25 feet below grade, depending on existing topography specific to the location in which it is installed.
4. If septic or sewer lateral location/invert information for a given property is not available for any reason, a ‘standard depth’ grinder station as described above will be located as described in #3 above.
5. Except in extraordinary circumstances, and in the sole discretion of the MCRSD Engineer, the grinder station shall be placed no farther than 10 feet from the road right-of-way line. If, at the 10-foot mark, the property owner’s lateral cannot connect by gravity flow, the property owner, at the property owner’s expense, will be required to either (1) reroute internal plumbing to allow connection by gravity flow or (2) install a private sewage ejector pump and small diameter pressure sewer line to connect to the proposed grinder station.

6. Any property owner that wishes for the grinder station to be located beyond the parameters discussed herein, may do so by requesting a variance as described below. *However, approval of any such variance may also subject the property in question to a unique connection fee specific to the same.*
7. All property owner input relative to grinder station locations will be considered, however, the final location will be determined by the MCRSD Engineer.
8. The Engineer will endeavor to maintain files specific to each property documenting the following:
 - a. Last known property owner name/address.
 - b. Topographic survey of affected parcel.
 - c. Location of on-site septic systems and water wells if discovered and/or discoverable.
 - d. Location of electric service to structure and location of main circuit breaker panel
 - e. Location of other underground infrastructure as/if provided by the property owner.
 - f. Grade calculations and related documentation relied upon to determine the grinder station location when applicable.
 - g. Proposed location of the grinder station.
 - h. Summary of communications with property owner or others regarding on site physical features, discussions on grinder station locations, and other information.
9. Alarm Control panels for grinder stations will be located immediately adjacent to the grinder station on pressure treated wood pedestals.
 - a. The property owner will be responsible to provide electric service to the alarm control panel.
10. Prior to grinder station installation, a property owner may appeal the planned grinder station location as proposed by the Engineer by submitting a request for a variance in writing and as otherwise described below.
11. The MCRSD, nor any of its agents, employees, consultants, etc., assumes no responsibility or financial liability relative to the cost of connecting to its public sanitary sewer system by way of private building sewers, irrespective of proposed or actual grinder station locations and/or how they relate to the specific configuration of a particular residential or non-residential property within its service boundary.

Variance Procedure:

The District may grant a variance from these Guidelines upon written request. A variance may be requested by completing the application attached as “**Exhibit A**” and sending the same to the MCRSD’s Engineer at the following address:

Jones Petrie Rafinski Corp.
Attn: Marshall County Regional Sewer District Engineer
325 S. Lafayette Blvd
South Bend, IN, 46601

- Applications for variances will be reviewed by the MCRSD Engineer, and then presented to the MCRSD's Board of Trustees' Engineering Committee with a recommendation for final action.
- After review, the Engineering Committee may request that the applicant submit additional information, such as a site plan, certificate of survey, topographic map, records related to existing easements that either benefit or burden the subject property in question, existing improvements, photographs, above or below ground utility locations, discussion regarding why the easement is needed, and/or other information deemed relevant by the Committee. *If requested additional information is not received, the Committee may summarily deny the Application.*
- Once the Committee has determined that an Application is complete, the Committee shall hold public discussion during their next available public meeting, during which the applicant is afforded the opportunity to speak. Thereafter, the Committee shall provide their determination in writing to the applicant either granting or denying the specific request made, or by granting approval of a modified version of the same for subsequent consideration by the applicant. ("**Notice of Determination**"). Said Notice of Determination may include conditions of approval as deemed necessary or appropriate by the Committee.
- Most importantly, if the property owner desired location of the grinder station will result in additional lateral* piping as well as restoration activity specific to the private property in question, and thus, additional cost to the MCRSD's overall public sewer system project. Therefore, and in order to accommodate the same, the subject property shall consequently be subject to a **unique connection fee**, the amount of which shall be determined as follows:

$$\begin{array}{c}
 \text{Connection Fee} = \left[\begin{array}{c} \text{[(price per linear foot of lateral* piping)} \\ \text{X} \\ \text{(linear feet of piping req'd after first 10' from public right of way)} \end{array} \right] \\
 + \\
 \text{(as bid cost of private property restoration specific to property in question)}
 \end{array}$$

Appeal Procedure:

If an applicant is dissatisfied with the response from the Committee as stated in the Notice of Determination, the applicant may appeal that determination to the full MCRSD Board of Trustees (the “**Board**”) within thirty (30) days after the date stated in the Notice of Determination by providing written notice to the Board at the following address:

Jones Petrie Rafinski Corp.
Attn: Marshall County Regional Sewer District Engineer
325 S. Lafayette Blvd
South Bend, IN, 46601

This notice shall consist of a written statement addressed to the Board of Trustees explaining why the initial determination should be modified and shall attach a copy of the original Application. The Board will choose whether to decline or hear the appeal based on the provided justification.

If the Board chooses to formally consider the appeal, the applicant will be notified with respect to the time and date of the public meeting during which said appeal will be considered. Although attendance at the same by the applicant is not required, be advised that if additional questions arise during the course of considering the requests that are unable to be answered without the applicant present, the appeal may be denied.

The Board’s action and/or determination relative to the submitted appeal shall be considered the final determination of the District.

- *The determination of the Board will be documented accordingly within the minutes of the District’s Board meetings and specific notice of the District’s determination may not be provided directly to the applicant.*

The determination by Committee or the Board to grant, deny, or approve with conditions any Application shall be made considering any and all facts and circumstances deemed relevant by the District and relative only to the specific request at hand.

- *The MCRSD is not obligated to provide the same answer to more than one such request, irrespective of how similar any two requests may seem, nor does any such decision create legal ‘precedent’ of any kind.*

All grinder station placements shall be considered preliminary in nature until such time as the grinder station in question has been installed. If time is not available between when a particular landowner is seeking consideration as discussed above and when the grinder station in question is planned to be installed as part of the MCRSD’s initial public sewer installation project, then it is possible if not likely that any such request would be denied in order to protect the overall population being served by the project from additional costs that may result from any sort of delay associated with such a request.