



## FLOW TRACKING FOR SEWER EXTENSION APPLICATIONS

FTSE 03-25

Entity Requesting Allocation: \_\_\_\_\_

Project Name for which flow is being \_\_\_\_\_

*More than one FTSE may be required for a single project if the owner of the WWTP is not responsible for all pump stations along the route of the proposed wastewater flow.*

I. Complete this section only if you are the owner of the wastewater treatment plant.

a. WWTP Facility Name: Utley Creek Wastewater Reclamation Facility

b. WWTP Facility Permit #: NC0063096

*All flows are in MGD*

c. WWTP facility's permitted flow 6.0

d. Estimated obligated flow not yet tributary to the WWTP \_\_\_\_\_

e. WWTP facility's actual avg. flow \_\_\_\_\_

f. Total flow for this specific request \_\_\_\_\_

g. Total actual and obligated flows to the facility \_\_\_\_\_

h. Percent of permitted flow used \_\_\_\_\_

II. Complete this section for each pump station you are responsible for along the route of this proposed wastewater flow.

List pump stations located between the project connection point and the WWTP:

Pump Station (Name or Number)	Pump Station Permit No.	Firm Capacity, * MGD	(A) Design Average Daily Flow** (Firm / pf), MGD	(B) Approx. Current Avg. Daily Flow, MGD	(C) Obligated, Not Yet Tributary Daily Flow, MGD	(D)=(B+C) Total Current Flow Plus Obligated Flow	(E)=(A-D) Available Capacity***
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____

\* The Firm Capacity (design flow) of any pump station is defined as the maximum pumped flow that can be achieved with the largest pump taken out of service.

\*\* Design Average Daily Flow is the firm capacity of the pump station divided by a peaking factor (pf) not less than 2.5, per Section 2.02(A)(4)(c) of the Minimum Design Criteria.

\*\*\* A Planning Assessment Addendum shall be attached for each pump station located between the project connection point and the WWTP where the Available Capacity is  $\leq 0$ .

Downstream Facility Name \_\_\_\_\_

Downstream Permit Number:

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III. Certification Statement:

I \_\_\_\_\_ certify to the best of my knowledge that the addition of the volume of wastewater to be permitted in this project has been evaluated along the route to the receiving wastewater treatment facility and that the flow from this project is not anticipated to cause any capacity related sanitary sewer overflows or overburden any downstream pump station en route to the receiving treatment plant under normal circumstances, given the implementation of the planned improvements identified in the planning assessment where applicable. This analysis has been performed in accordance with local established policies and procedures using the best available data. This certification applies to those items listed above in Sections I and II plus all attached planning assessment addendums for which I am the responsible party. Signature of this form certifies that the receiving collection system or treatment works has adequate capacity to transport and treat the proposed new wastewater.

\_\_\_\_\_  
*Signing Official Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Title of Signing Official*

## PLANNING ASSESSMENT ADDENDUM (PAA)

Submit a planning assessment addendum for each pump station listed in Section II where Available Capacity is  $\leq 0$ .

Pump Station (Name or Number): \_\_\_\_\_

**Given that:**

- a. The proportion and amount of Obligated, Not Yet Tributary Daily Flow (C) accounts for \_\_\_\_\_ % and \_\_\_\_\_ MGD of the Available Capacity (E) in Pump Station \_\_\_\_\_; and that
- b. The rate of activation of this obligated, not yet tributary capacity is currently approximately \_\_\_\_\_ MGD per year; and that
- c. A funded Capital Project that will provide the required planned capacity, namely \_\_\_\_\_ is in design or under construction with planned completion in \_\_\_\_\_; and/or
- d. The following applies:

[illegible]

**Therefore:**

Given reasonably expected conditions and planning information, there is sufficient justification to allow this flow to be permitted, without a significant likelihood of over-allocating capacity in the system infrastructure.

I understand that this does not relieve the collection system owner from complying with G.S. 143-215.67(a) which prohibits the introduction of any waste in excess of the capacity of the waste disposal system.

*Signing Official Signature*

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*Date*

## Instructions for Flow Tracking form (FTSE) and Planning Assessment Addendum (PAA)

### Section I

- a. WWTP Facility Name: Enter the name of the WWTP that will receive the wastewater flow.
- b. WWTP Facility Permit #: Enter the NPDES or Non-Discharge number for the WWTP receiving the wastewater flow.
- c. WWTP facility's permitted flow, MGD: From WWTP owner's NPDES or Non-Discharge permit.
- d. Estimated obligated flow not yet tributary to the WWTP, MGD: This includes flows allocated to other construction projects not yet contributing flow to the collection system. Flows allocated through interlocal agreements or other contracts not yet contributing flow to the collection system are also included. For POTWs that implement a pretreatment program, include flows allocated to industrial users who may not be using all of their flow allocation. Please contact your Pretreatment Coordinator for information on industrial flow tributary to your WWTP.

As of January 15, 2008 the POTW should have reviewed flow allocations made over the last two years and reconciled their flow records, to the best of their ability, so it is known how much flow has been obligated and is not yet been made tributary to the WWTP, in accordance with local policies and procedures employed by the reporting entity.

- e. WWTP facility's actual avg. flow, MGD: Previous 12 month average.
- f. Total flow for this specific request, MGD: Enter the requested flow volume.
- g. Total actual and obligated flows to the facility, MGD Equals  $[d + e + f]$
- h. Percent of permitted flow used: Equals  $[(g / c) * 100]$

For example:

On January 15 a POTW with a permitted flow of 6.0 MGD, reported to the Regional Office that there is 0.5 MGD of flow that is obligated but not yet tributary. The annual average flow for 2007 is 2.7 MGD. There is a proposed flow expansion of 0.015 MGD.

The first Form FTSE submitted after January 15, 2008 may have numbers like this:

- c. = 6.0 MGD
- d. = 0.5 MGD
- e. = 2.7 MGD
- f. = 0.015 MGD
- g. = 3.215 MGD
- h. = 53.6 %

The next Form FTSE may be updated like this with a proposed flow expansion of 0.102 MGD:

- c. = 6.0 MGD
- d. = 0.515 MGD
- e. = 2.73 MGD
- f. = 0.102 MGD
- g. = 3.349 MGD
- h. = 55.8 %

Each subsequent FTSE form will be updated in the same manner.

## Section II

List the pump station name or number and approximate pump station firm capacity, approximate design average daily flow (A) approximate current average daily flow (B), and the obligated, not yet tributary flow through the pump station (C) for each pump station that will be impacted by the proposed sewer extension project. Calculate the total current flow plus obligated flow (D=B+C) and the available capacity (E=A-D). Include the proposed flow for this project with other obligated flows that have been approved for the pump station but are not yet tributary (C).

Firm capacity is the maximum pumped flow that can be achieved with the largest pump out of service as per the Minimum Design Criteria.

Design Average Daily Flow is the firm capacity of the pump station divided by a peaking factor (pf) of not less than 2.5.

If the available capacity (E) for any pump station is  $\leq 0$ , then prepare a planning assessment for that pump station if the system has future specific plans related to capacity that should be considered in the permitting process.

		(A)	(B)	(C)	(D)=(B+C)	(E)=(A-D)
Pump Station (Name or Number)	Firm Capacity MGD	Design Average Daily Flow (Firm / pf)	Approx. Current Avg. Daily Flow, MGD	Obligated, Not Yet Tributary Daily Flow, MGD	Total Current Flow Plus Obligated Flow	Available Capacity*
Kaw Creek PS	0.800	<b>0.320</b>	0.252	0.080	0.332	-0.012
Valley Road PS	1.895	0.758	0.472	0.135	0.607	0.151

### **Planning Assessment Addendum Instructions**

Submit a planning assessment addendum for each pump station listed in Section II where available capacity is  $\leq 0$ .

A planning assessment for Kaw Creek PS (see example data above) may be performed to evaluate whether there is significant likelihood that needed improvements or reductions in obligated flows will be in place prior to activating the flows from the proposed sewer extension project.

If the system decides to accept the flow based on a planning assessment addendum, it is responsible to manage the flow without capacity related sanitary overflows and must take all steps necessary to complete the project or control the rate of flow to prevent sanitary sewer overflows.

The planning assessment may identify a funded project currently in design or construction, or a planned project in the future not yet funded but in a formal plan adopted by the system. The system should carefully weigh the certainty of successful timely project completion for any expansion, flow management diversion or infiltration and inflow elimination projects that are the foundation of a planned solution to capacity tracking and acceptance compliance.

For example:

**Given that:**

- a. The proportion and amount of obligated, not yet tributary flow accounts for 24 % and 0.080 MGD of the committed flow in Pump Station Kaw Creek; and that
- b. The rate of activation of this obligated, not yet tributary capacity is currently approximately 0.01 MGD per year; and that
- c. A funded capital project that will provide the required planned capacity, namely \_\_\_\_\_ is in design or under construction with planned completion in \_\_\_\_\_; and/or
- d. The following applies:

The master plan and ten year capital plan contain recommended scope and funding for a capital project entitled Kaw Creek Pump Station upgrade with funding planned in July 2014. This project is planned to add 0.100 MGD to the firm capacity of the pump station by October 2015. Inclusion of this proposed capital project as a condition of this Flow Tracking/Acceptance for Sewer Extension Permit Application elevates this project's priority for funding and construction to be implemented ahead of the activation of obligated, not yet tributary flows in amounts that exceed the firm pump station capacities identified in Section II above.

**Therefore:**

Given reasonably expected conditions and planning information, there is sufficient justification to allow this flow to be permitted, without a significant likelihood of over-allocating capacity in the system infrastructure.