



## **MUNICIPALITY OF MONROEVILLE**

### Sewage Facilities Planning Module Fact Sheet



#### Background:

The Pennsylvania Sewage Facilities Act (Act 537) requires Municipalities to develop and implement official plans in order to address sewage disposal with the intention of correcting existing problems and preventing future problems.

Each time a new development is proposed the Municipality is required by state law to revise this official plan through a process referred to as a “Sewage Facilities Planning Module” (Planning Module), administered by the PA Department of Environmental Protection (DEP).

Historically in our region these Planning Modules were generally avoided through use of a planning exemption. Because the ALCOSAN sewer system is under a Federal Environmental Protection Agency (EPA) Consent Decree due to wet weather sewer issues DEP eliminated the use of planning exemptions as of March 24, 2011. This change affects all 83 municipalities which discharge to ALCOSAN including the City of Pittsburgh and is not a Municipality of Monroeville or Monroeville Municipal Authority regulation.

The Planning Module process will apply to both new construction and to redevelopment or change of occupancy in existing buildings if such activity results in an increase in sewage flow of greater than 400 gallons/day, which the DEP classifies as ONE equivalent dwelling unit (EDU).

#### The Process:

1. You should begin the Planning Module discussion as early in the development timeline as possible, well before submission of building permits or site plan/ subdivision applications. The Planning Module process may take 2-3 months.
2. As soon as possible calculate your project’s anticipated sewage flow using 25 PA Code §73.17 as your guide (<http://www.pacode.com/secure/data/025/chapter73/s73.17.html>).
3. Contact the Monroeville Municipal Authority (MMA) to discuss the project including anticipated sewage flows and to determine whether they conclude that a Planning Module needs to be completed.
4. If the MMA determines that a Planning Module is required immediately mail the DEP form “Sewage Facilities Planning Application Mailer” to DEP. (<http://www.elibrary.dep.state.pa.us/dsweb/View/Collection-9499>). The purpose of this form is to notify DEP of what forms to send you and for DEP to

issue the project a DEP Code Number for identifying the project. You can continue on the process before hearing back from DEP regarding the mailer.

5. Download and complete the “Sewage Facilities Planning Module Component 3” form from DEP’s website (<http://www.elibrary.dep.state.pa.us/dsweb/View/Collection-9500>). Complete the form in accordance with DEP’s instructions, notes on specific sections follow:

- a. Section B:

- i. Check “Boro”.
- ii. The “Municipality Contact Individual” is Paul Hugus, Director of Building & Engineering.
- iii. The address is 2700 Monroeville Boulevard, Monroeville PA 15146, phone (412) 856-3385.

- b. Section E:

- i. Typically you will check “An existing public water supply”.
- ii. The “name of water company” is the Monroeville Municipal Authority.
- iii. You will need a letter from the MMA stating that they will serve the project.

- c. Section G:

- i. Collection System

1. You will typically check “extension...” or “expansion...”.
2. Name of “existing collection or conveyance system” is Monroeville Municipal Authority, “owner” is same.
3. “Existing interceptor” is Turtle Creek Shallow Cut Interceptor.
4. “Owner” is ALCOSAN.

- ii. Wastewater Treatment Facility

1. Check “existing facility”
2. “Name of existing facility” is ALCOSAN Woods Run WWTP.

3. "NPDES Permit Number" is PA0025984
  4. You will send a copy of Component 3 with all the applicant sections completed to ALCOSAN for their signature at the bottom of this page of Section G (page 3).
- d. Section H:
    - i. You will generally not complete this section.
  - e. Section J:
    - i. Do not fill-in the "Project Flows" box for 3a. Do not fill in the associated table either. The MMA will complete those items.
    - ii. You will send a copy of Component 3 with all the applicant sections completed to the MMA for their signature on page 6 under 3b. You will also receive a response letter from MMA.
    - iii. You will send a copy of Component 3 with all the applicant sections completed to ALCOSAN for signatures under 3c and 4 on page 7.
  - f. Sections K – O inclusive:
    - i. You will generally not complete these sections.
6. Download and complete the "Sewage Facilities Planning Module Component 4C" form from DEP's website (<http://www.elibrary.dep.state.pa.us/dsweb/View/Collection-9505>). Mail to the Allegheny County Health Department along with a copy of Component 3 with all the applicant sections completed.
  7. Download and complete the "Sewage Facilities Planning Module Component 4A" form from DEP's website (<http://www.elibrary.dep.state.pa.us/dsweb/View/Collection-9505>).
  8. Upon receiving all appropriate responses and signatures forward the following to the Municipality in one single package:
    - a. A copy of the "Sewage Facilities Planning Application Mailer".
    - b. The original "Sewage Facilities Planning Module Component 3".
    - c. Any supporting documentation for the "Sewage Facilities Planning Module Component 3".

- d. The original completed “Sewage Facilities Planning Module Component 4C”.
  - e. The incomplete “Sewage Facilities Planning Module Component 4A”.
9. Upon receipt of all materials the Municipality will complete “Sewage Facilities Planning Module Component 4A” and at the next available meeting of Municipal Council the Municipality will pass a “Resolution for plan revision for new land development”.
  10. The Municipality will forward you a copy of the “Resolution for plan revision for new land development” as well as the Resolution itself and a signed “transmittal letter for sewage facilities planning module”.
  11. You may not occupy the structure until you receive an approval letter from DEP. Any construction you perform prior to DEP approval is at your own risk.

**NOTE:** This document was written to apply to the majority of developments, however the Wilksburg Penn Joint Water Authority provides potable water service in some areas and Franklin Township Municipal Authority provides collection, conveyance, and treatment for a small portion of the Municipality.

Relevant Contact Information:

Municipality of Monroeville  
 Paul R. Hugus, Director, Building, Engineering & Community Development  
 2700 Monroeville Boulevard  
 Monroeville, PA 15146  
 (412) 856-3335  
[hugusp@monroeville.pa.us](mailto:hugusp@monroeville.pa.us)

Monroeville Municipal Authority  
 Joseph G. Storey, Superintendent  
 219 Speelman Lane  
 Monroeville, PA 15146  
 (412) 372-2677  
[jstorey@monroevillewater.org](mailto:jstorey@monroevillewater.org)

Allegheny County Sanitary Authority (ALCOSAN)  
 Michael D. Lichte, P.E., Manager of Planning  
 3300 Preble Avenue  
 Pittsburgh, PA 15233-1092  
 (412) 732-8004

Pennsylvania Department of Environmental Protection  
Thomas E. Flanagan, Sewage Facilities Planning Specialist  
400 Waterfront Drive  
Pittsburgh, PA 15222-4745  
(412) 442-4047

Allegheny County Health Department  
Michael W. Scheer, Environmental Health Compliance Officer  
3901 Penn Avenue, Building #5  
Pittsburgh, PA 15224-1318  
(412) 578-8040

Frequently Asked Questions:

Q: Does a Professional Engineer or Registered Architect have to fill out the forms?

A: No, however it would be useful to have someone who is familiar with the terminology and agencies complete the paperwork.

Q: Can I have the agencies all send their responses to the Municipality directly?

A: No, it is not the Municipality's responsibility to track, coordinate, and manage the documentation. The project's manager should perform these functions and then send all information in one package to the Municipality.

Q: Why does the Municipality want to cause further delays and costs with this additional paperwork?

A: This is a state law which is beyond the Municipality's control. All 83 communities in the ALCOSAN service area are under the same rules including the City of Pittsburgh. The Municipality receives no revenue from the Planning Module process.

Q: Can I begin construction or alterations before receiving final Planning Module approval from DEP?

A: Assuming all other permits and approvals are in-place you may proceed at your own risk. If DEP denies the Planning Module you may be delayed or prevented from occupying the structure until the Planning Module is approved. Remember that receiving the Municipal resolution does not constitute approval of the Planning Module, approval must be granted by DEP.

Q: Why has the Planning Module not been required previously?

A: Exemptions used to be granted based on the fact that the ALCOSAN system functioned adequately during dry weather. Because the EPA has issued a Consent Decree stating that the ALCOSAN system violates the Clean Streams Law during wet weather that exemption has been terminated.

Q: What is an Equivalent Dwelling Unit (EDU)?

A: An EDU is an approximation of the sewage flow produced by one single-family residential household. For Planning Modules DEP defines one EDU as 400 gallons/day. For billing purposes the Monroeville Municipal Authority defines one EDU as 350 gallons/ day.

Q: Why are there so many signatures required?

A: Each agency is responsible for only certain portions of the sewage planning process, thus each can only comment on the portion of the process that they oversee.