

## SAMPLE PORT POLICY

The City Code of the City of Victoria, Industrial Discharge Code Section 13-116 (b)(2) provides authorization to the City that it may require any person discharging or proposing to discharge industrial/commercial wastes to the sanitary sewer to install and maintain in a safe and proper operating order, at the sole expense of the user, sampling and monitoring equipment of a size, type, character and specification as the Department of Public Works Pretreatment Division shall determine appropriate for the discharge, operations, and facilities of such user. Also, Ordinance 96-15 regulating the oil and grease dischargers requires that the user shall install a sample port for all new construction, expansions, and improvements involving plumbing changes, change in ownership, or change in occupancy, or otherwise in compliance with a determination of the Director. The user is required to furnish detailed plumbing plans and other information for the City's review.

### MINIMUM REQUIREMENTS

1. The port shall be located at the place approved by the Director at or near the facility's property line and 24 hour access shall be provided.
2. The port shall intersect the common building drain line prior to the connection with the City's sanitary sewer and be as far away from a grease trap or pretreatment process as possible.
3. Sampling ports shall be constructed at the expense of the person discharging or proposing to discharge to the sanitary sewer.
4. Plans for sample ports will be provided by the Department of Public Works Industrial Pretreatment Division (485-3186) or the Building Inspections Department (485-3320), and their location **shall be reviewed and approved prior to the commencement of construction.**
5. New commercial construction that will, or has the potential to produce Industrial/commercial flows will be required to install a sample port at time of construction.
6. Sampling ports shall be maintained at all times in a safe and proper operating condition.
7. Sampling ports should provide a measure of security from unauthorized entry; Locking lids are recommended. The Department of Public Works Pretreatment Division shall be furnished items necessary for unlocking lids, where applicable.
8. Safety of personnel should be considered when selecting the location of the ports, so as not to expose them to unnecessary hazards.

9. The port shall be protected from storm water contamination. **The plug on the sewer pipe must be easily removed from the pipe and the box used for the enclosure to allow for visualization and sampling activities.**
10. Sample ports **may not** be placed in traffic lanes **or on City property** without prior approval from the Department of Public Works Pretreatment Division.
11. The Building Inspections Department will need to be called to do a rough in and final inspection of the port following construction, at 485-3320.

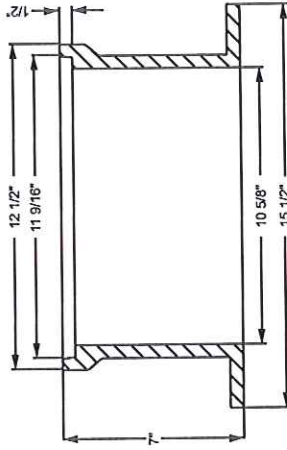
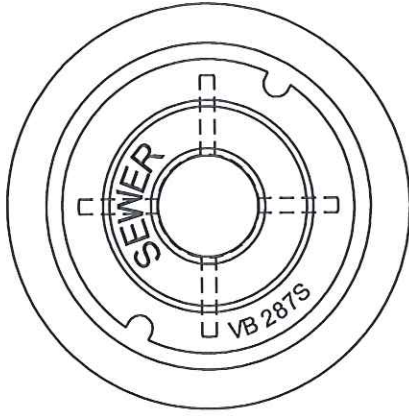


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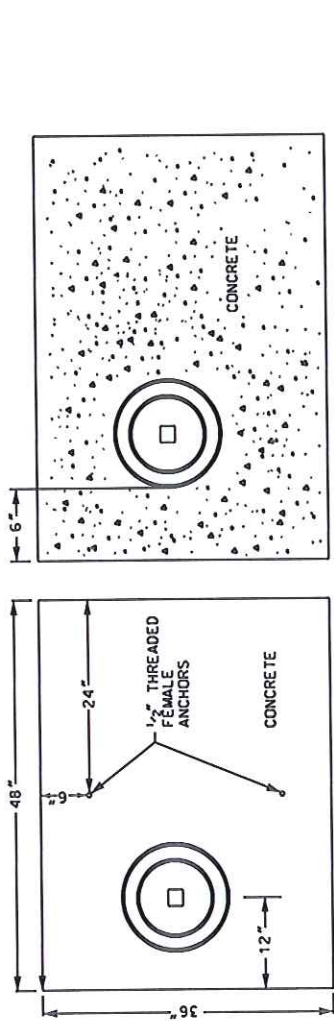
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VB287S



SAMPLE PORT

CITY OF VICTORIA  
SPECIFICATIONS

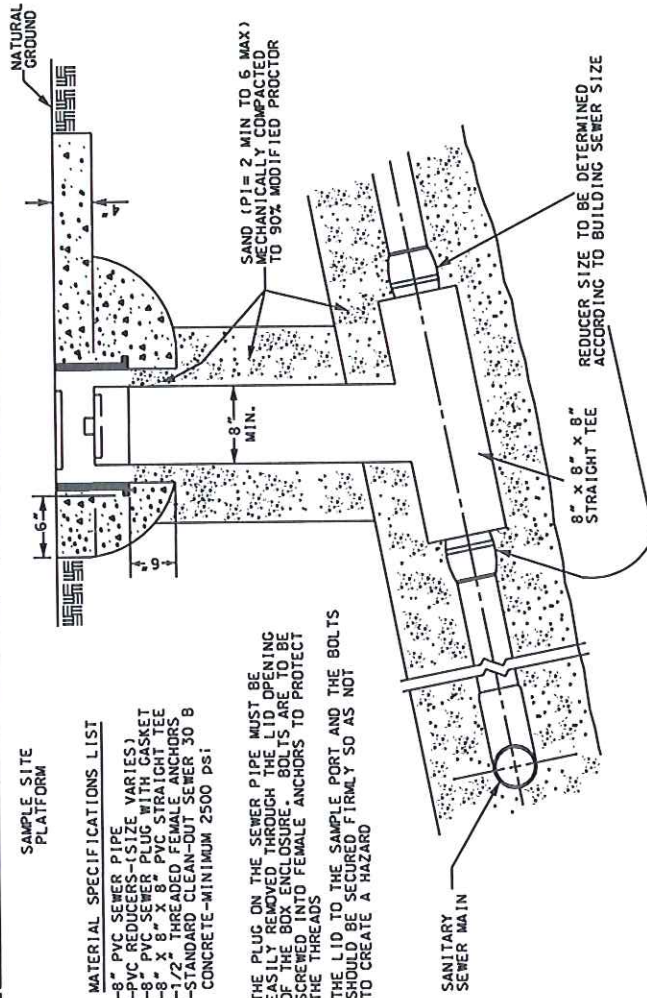


SAMPLE SITE  
PLATFORM

MATERIAL SPECIFICATIONS LIST

- 1-8" PVC SEWER PIPE
- 2-PVC REDUCERS-(SIZE VARIES)
- 1-8" PVC SEWER PLUG WITH GASKET
- 1-8" X 8" X 8" PVC STRAIGHT TEE
- 2-1/2" THREADED FEMALE ANCHORS
- 1-STANDARD CLEAN-OUT SEWER 30 B CONCRETE-MINIMUM 2500 PSI

NOTE: THE PLUG ON THE SEWER PIPE MUST BE EASILY REMOVED THROUGH THE LID. THE BOLTS OF THE BOX ENCLOSURE BOLTS ARE TO BE SECURED TO FEMALE ANCHORS TO PROTECT THE THREADS.  
THE LID TO THE SAMPLE PORT AND THE BOLTS SHOULD BE SECURED FIRMLY SO AS NOT TO CREATE A HAZARD



SAMPLE PORT

REVISED 8/31/10  
SCALE: NTS