



MISSOURI DEPARTMENT OF NATURAL RESOURCES
WATER PROTECTION PROGRAM
**APPLICATION FOR CONSTRUCTION PERMIT –
WASTEWATER TREATMENT FACILITY**

FOR DEPARTMENT USE ONLY	
APP NO.	CP NO.
FEE RECEIVED	CHECK NO.
DATE RECEIVED	

APPLICATION OVERVIEW

The Application for Construction Permit – Wastewater Treatment Facility form has been developed in a modular format and consists of Part A and B. **All applicants must complete Part A.** Part B should be completed for applicants who currently land apply wastewater or propose land application for wastewater treatment. **Please read the accompanying instructions before completing this form. Submittal of an incomplete application may result in the application being returned.**

PART A – BASIC INFORMATION

1.0 APPLICATION INFORMATION (Note – If any of the questions in this section are answered NO, this application may be considered incomplete and returned.)

- 1.1 Is this a Federal/State funded project? YES N/A Funding Agency: _____ Project #: _____
- 1.2 Has the Department of Natural Resources approved the proposed project's antidegradation review?
 YES Date of Approval: _____
 Attached is the No Degradation Evaluation Conclusion of Antidegradation Review form
- 1.3 Has the department approved the proposed project's facility plan*?
 YES Date of Approval: _____ NO N/A (If Not Applicable, complete No. 1.4.)
- 1.4 [Complete only if answered Not Applicable on No. 1.3.] Is a copy of the engineering report* for wastewater treatment facilities with a design flow less than 22,500 gpd included with this application?
 YES NO
- 1.5 Is a copy of the appropriate plans* and specifications* included with this application?
 YES Denote which form is submitted: Hard copy Electronic copy (See instructions.) NO
- 1.6 Is a summary of design* included with this application? YES NO
- 1.7 Has the appropriate operating permit application (A, B, or B2) been submitted to the department?
 YES Date of Submittal: _____
 Attached is the appropriate operating permit application form. Denote which form: A B B2
 N/A Please explain: _____
- 1.8 Is the facility currently under enforcement with the department or the Environmental Protection Agency? YES NO
- 1.9 Is the appropriate fee included with this application? YES NO (See instructions for appropriate fee.)

* Must be affixed with a Missouri registered professional engineer's seal, signature and date.

2.0 PROJECT INFORMATION

2.1 NAME OF PROJECT

2.2 PROJECT DESCRIPTION

2.3 SLUDGE HANDLING, USE AND DISPOSAL DESCRIPTION

2.4 DESIGN INFORMATION

- A. Current population: _____; Design population: _____
- B. Actual Flow: _____ gpd; Design Average Flow: _____ gpd;
Actual Peak Daily Flow: _____ gpd; Design Maximum Daily Flow: _____ gpd

2.5 ADDITIONAL INFORMATION

A. Is a topographic map attached? YES NO

B. Is a process flow diagram attached? YES NO

3.0 WASTEWATER TREATMENT FACILITY: MO- (Outfall of)

NAME		TELEPHONE NUMBER WITH AREA CODE	E-MAIL ADDRESS	
ADDRESS (PHYSICAL)	CITY	STATE	ZIP CODE	COUNTY

3.1 Legal Description: _____ ¼, _____ ¼, _____ ¼, Sec. _____, T _____, R _____
(Use additional pages if construction of more than one outfall is proposed.)

3.2 UTM Coordinates Easting (X): _____ Northing (Y): _____
For Universal Transverse Mercator (UTM), Zone 15 North referenced to North American Datum 1983 (NAD83)

3.3 Name of receiving stream(s): _____

4.0 PROJECT OWNER

NAME		TELEPHONE NUMBER WITH AREA CODE	E-MAIL ADDRESS	
ADDRESS	CITY	STATE	ZIP CODE	

5.0 CONTINUING AUTHORITY: Permanent organization that will serve as the continuing authority for the operation, maintenance and modernization of the wastewater collection system.

NAME		TELEPHONE NUMBER WITH AREA CODE	E-MAIL ADDRESS	
ADDRESS	CITY	STATE	ZIP CODE	

5.1 A letter from the continuing authority, if different than the owner, is included with this application. YES NO N/A

5.2 COMPLETE THE FOLLOWING IF THE CONTINUING AUTHORITY IS A MISSOURI PUBLIC SERVICE COMMISSION REGULATED ENTITY.

A. Is a copy of the certificate of convenience and necessity included with this application? YES NO

5.3 COMPLETE THE FOLLOWING IF THE CONTINUING AUTHORITY IS A PROPERTY OWNERS ASSOCIATION.

A. Is a copy of the as-filed restrictions and covenants included with this application? YES NO

B. Is a copy of the as-filed warranty deed, quitclaim deed or other legal instrument which transfers ownership of the land for the wastewater treatment facility to the association included with this application? YES NO

C. Is a copy of the as-filed legal instrument (typically the plat) that provides the association with valid easements for all sewers included with this application? YES NO

D. Is a copy of the Missouri Secretary of State's nonprofit corporation certificate included with this application? YES NO

6.0 ENGINEER

ENGINEER NAME / COMPANY NAME		TELEPHONE NUMBER WITH AREA CODE	E-MAIL ADDRESS	
ADDRESS	CITY	STATE	ZIP CODE	

7.0 PROJECT OWNER: I hereby certify that I am familiar with the information contained in this application and to the best of my knowledge and belief such information is true, complete, and accurate, and if granted this permit, I agree to abide by the Missouri Clean Water Law and all rules, regulations, orders, and decisions, subject to any legitimate appeal available to applicant under Missouri Clean Water Law. I also understand the issuance of the construction permit does not guarantee the proposed wastewater treatment will meet the required effluent limitations of the issued Missouri State Operating Permit for this facility.

PROJECT OWNER SIGNATURE				
PRINTED NAME			DATE	
TITLE OR CORPORATE POSITION		TELEPHONE NUMBER WITH AREA CODE	E-MAIL ADDRESS	

Mail completed copy to: MISSOURI DEPARTMENT OF NATURAL RESOURCES
WATER PROTECTION PROGRAM
P.O. BOX 176
JEFFERSON CITY, MO 65102-0176

END OF PART A.

REFER TO THE APPLICATION OVERVIEW TO DETERMINE WHETHER PART B NEEDS TO BE COMPLETE.

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PART B – LAND APPLICATION ONLY**(Submit only if the proposed construction project includes land application of wastewater.)****9.0 FACILITY INFORMATION**

9.1 Type of wastewater to be irrigated: Domestic State/National Park Seasonal business
 Municipal Municipal with a pretreatment program or significant industrial users
 Other (explain) _____

9.2 Months when the business or enterprise will operate or generate wastewater:
 12 months per year Part of the year (list months): _____

9.3 This system is designed for:
 No-discharge.
 Partial irrigation when feasible and discharge rest of time.
 Irrigation during recreational season, April – October, and discharge during November – March.
 Other (explain) _____.

10.0 STORAGE BASINS

10.1 Number of storage basin(s): _____ (Use additional pages if greater than three basins.)

10.2 Type of basin(s): Steel Concrete Fiberglass Earthen Earthen with membrane liner

10.3 Storage basin dimensions at inside top of berm (feet). Report freeboard as feet from top of berm to emergency spillway or overflow pipe.

Basin #	Length	Width	Depth	Freeboard	Berm Width	% Slope
Basin #1:	_____	_____	_____	_____	_____	_____
Basin #2:	_____	_____	_____	_____	_____	_____
Basin #3:	_____	_____	_____	_____	_____	_____

10.4 Storage Basin operating levels (report as feet below emergency overflow level).

Basin #	Maximum operating water level	Minimum operating water level
Basin #1:	_____ ft	_____ ft
Basin #2:	_____ ft	_____ ft
Basin #3:	_____ ft	_____ ft

10.5 Design depth of sludge in storage basins.
 Basin #1: _____ ft Basin #2: _____ ft Basin #3: _____ ft

10.6 Existing sludge depth, if the basins are currently in operation.
 Basin #1: _____ ft Basin #2: _____ ft Basin #3: _____ ft

10.7 Total design sludge storage: _____ dry tons and _____ cubic feet

11.0 LAND APPLICATION SYSTEM

11.1 Number of irrigation sites _____ Total Acres _____ Maximum % field slopes _____

Location	Sec.	T	R	County	Acres
Location: _____ ¼, _____ ¼, _____ ¼, _____	_____	_____	_____	_____	_____
Location: _____ ¼, _____ ¼, _____ ¼, _____	_____	_____	_____	_____	_____
Location: _____ ¼, _____ ¼, _____ ¼, _____	_____	_____	_____	_____	_____

(Use additional pages if greater than three irrigation sites.)

11.2 Type of vegetation: Grass hay Pasture Timber Row crops
 Other (describe) _____

11.3 Wastewater flow (dry weather) gallons per day: Average annual _____ Seasonal _____ Off-season _____

11.4 Land application rate (design flow including 1-in-10 year storm water flows):

Design	Actual
_____ inches/year _____ inches/hour _____ inches/day _____ inches/week	_____ inches/year _____ inches/hour _____ inches/day _____ inches/week

11.5 Total irrigation per year (gallons): Design: _____ gal Actual: _____ gal

11.6 Actual months used for irrigation (check all that apply):
 Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec

11.7 Land application rate is based on:
 Hydraulic Loading Other (describe) _____
 Nutrient Management Plan (N&P) If N&P is selected, is the plan included? YES NO

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INSTRUCTIONS FOR COMPLETING APPLICATION FOR CONSTRUCTION PERMIT – WASTEWATER TREATMENT FACILITY

All blanks must be filled in when the application is submitted to the Missouri Department of Natural Resources. This includes the **required signature**.

Be aware that a land disturbance permit is required if construction will result in the disturbance of one or more acres of land. A land disturbance permit may be obtained by means of the department's ePermitting system available online at <http://dnr.mo.gov/env/wpp/epermit/help.htm>. A permit fee of \$300 is required.

PART A – BASIC APPLICATION INFORMATION

- 1.0 Please note if any of the questions in this section are answered NO, this application may be considered incomplete and returned to the applicant.
- 1.1 Check appropriate box. If the project is funded with federal or state monies, supply the funding agency name and project number.
- 1.2 Check appropriate box.
Provide the date of department approval for the antidegradation report. Include a copy of the approved Water Quality and Antidegradation Review with this application.
Not every construction project may require an antidegradation review. In these cases, applicants may complete the *No Degradation Evaluation Conclusion of Antidegradation Review* form online at dnr.mo.gov/forms/780-2026-f.pdf. Include this completed and signed form with this application.
For more information, guidance documents and forms concerning antidegradation visit dnr.mo.gov/env/wpp/permits/antideg-implementation.htm.
- 1.3 Check appropriate box and provide the date of department approval.
Per 10 CSR 20-8.110(3)(C), facility plans must be approved by the department prior to the submittal of plans and specifications and a construction permit application. "Facility plans must be completed for projects involving wastewater treatment facility projects and projects receiving funding through the grant and loan programs under 10 CSR 20-4" in accordance with 10 CSR 20-8.110(4)(A)4.
The department has developed a fact sheet to aid in the development of an approvable facility plan. This document is available online at dnr.mo.gov/pubs/pub2416.pdf.
- 1.4 Complete only if No. 1.3 is answered Not Applicable. Check appropriate box.
For wastewater treatment facilities with a design flow under 22,500 gallons per day, or gpd, an engineering report may be required by the department in accordance with 10 CSR 20-6.010(4)(D)1 and 10 CSR 20-8.020(3). The department will require an engineering report for any new wastewater treatment facilities and for any major modifications to an existing wastewater treatment facility.
- 1.5 Check appropriate box. Provide a copy of the appropriate plans and specifications for department review when applying for a construction permit per 10 CSR 20-8.110(3)(C), 10 CSR 20-8.020(5) and 10 CSR 20-8.020(6). A Missouri registered professional engineering seal, signature and date is required on each sheet of the plans and the cover of the technical specifications.
The department will accept plans and specifications in electronic form on a CD and in the Adobe® PDF searchable format. If the plans are scanned, set the resolution to a minimum of 200 dpi at 17 by 22 inches.
Note: Additional sets of plans and specifications may be required by the department for final approval and issuance of the construction permit. See 10 CSR 20-8.110(6)(A)1.
- 1.6 Check appropriate box.
A summary of design shall accompany the plans and specifications when applying for a construction permit per 10 CSR 20-8.110(5) and 10 CSR 20-8.020(7).
The department has developed a fact sheet to aid in the development of an acceptable summary of design. This document is available online at dnr.mo.gov/pubs/pub2417.pdf.
For wastewater treatment facilities with a design flow under 22,500 gpd a summary of design may not be required by the department.
- 1.7 Check the appropriate box. Include the applicable operating permit application. No fee is required.
Form B is available online at <http://dnr.mo.gov/forms/780-1512-f.pdf>.
Form B2 is available online at <http://dnr.mo.gov/forms/780-1805-f.pdf>.
Form A is available online at <http://dnr.mo.gov/forms/780-1479-f.pdf>.
- 1.8 Check the appropriate box. More information regarding the Compliance and Enforcement Water Protection Program can be found online at http://www.dnr.mo.gov/env/wpp/compliance_enforcement.htm.

- 1.9 Check the appropriate box. Include fee with application.
\$750 for a wastewater treatment facility with a design flow of less than 500,000 gpd
\$2,200 for a wastewater treatment facility with a design flow of 500,000 gpd or greater
Note: Incomplete permit applications or related engineering documents will be returned by the department if they are not completed in the time frame established by the department in a comment letter to the project owner. Permit fees for returned applications shall be forfeited. See 10 CSR 20-6.010(4)(E). Permit fees for applications being processed by the department that are withdrawn by the applicant shall be forfeited. See 10 CSR 20-6.011(4)(B).
- 2.1 Provide the name of the proposed construction project.
- 2.2 Briefly describe the construction project by providing the number and capacity of each new unit.
- 2.3 Briefly describe the method of sludge handling, use and disposal at the treatment facility.
- 2.4 Provide the project design information and when required in the units specified.
A. Provide the current population and the design population to be served by the wastewater treatment facility.
B. Provide the estimated design flow information in accordance with 10 CSR 20-8.110(4)(C)4.A.
Design average flow – The design average flow is the average of the daily volumes to be received for a continuous 12 month period expressed as a volume per unit time. However, the design average flow for facilities having critical seasonal high hydraulic loading periods (e.g., recreational areas, campuses and industrial facilities) shall be based on the daily average flow during the seasonal period.
Design maximum daily flow – The design maximum daily flow is the largest volume of flow to be received during a continuous 24-hour period expressed as a volume per unit time.
- 2.5 Provide the additional project information.
A. Attach a topographic map of the area extending at least one mile beyond the facility property boundaries. This map must show the outline of the facility and the following information. (Submittals of more than one map may be necessary to show the entire area.)
1. The area surrounding the wastewater treatment facility, including all unit processes.
2. The major pipes or other structures through which wastewater enters the treatment facility and the pipes or other structures through which treated wastewater is discharged from the treatment facility. Include outfalls from bypass piping, if applicable.
3. The actual point of discharge.
4. Wells, springs, other surface water bodies and drinking water wells that are: 1) within ¼ mile of the property boundaries of the treatment facility and 2) listed in public record or otherwise known to the applicant.
5. Any areas where biosolids produced by the treatment facility are treated, stored, or disposed.
6. If the treatment facility receives waste that is classified as hazardous under the Resource Conservation and Recovery Act, or RCRA, by truck, rail, or special pipe, shown on the map where that hazardous waste enters the treatment works and where it is treated, stored, or disposed.
7. Outline any wastewater land application sites.
A topographic map is available online at www.dnr.mo.gov/internetmapviewer/ or from the Department of Natural Resources' Division of Geology and Land Survey in Rolla, Missouri at 573-368-2125.
B. Provide a process flow diagram with the influent and effluent design average flow and peak flow capabilities. Also, depict all of the treatment facility components and the corresponding hydraulic capacities of each component. In addition, include all recycle flows in the diagram. If land application is utilized, depict all irrigation equipment and application sites.
- 3.0 Complete the Wastewater Treatment Facility information. Include the Missouri State Operation Permit number, outfall number, physical location, and other appropriate contact information.
- 3.1 Provide the project legal description. The department's mapping system is available online at www.dnr.mo.gov/internetmapviewer/.
- 3.2 Global Positioning System, or GPS, is a satellite-based navigation system. The department prefers that a GPS receiver is used and the displayed coordinates submitted. If access to a GPS receiver is not available, use a mapping system to approximate the coordinates. The department's mapping system is available online at www.dnr.mo.gov/internetmapviewer/.
- 3.3 Provide the name of the receiving stream(s) to which the discharge is directed and any subsequent tributary until a continuous flowing stream is reached.
- 4.0 Complete Project Owner information. Include the legal name, address, phone number and e-mail address.
- 5.0 Complete Continuing Authority contact information. If same as the Project Owner, write "Same as above".

Include the permanent organization that will serve as the continuing authority for the operation, maintenance and modernization of the wastewater collection system. See 10 CSR 20-6.010(3) for the regulatory requirement regarding continuing authority.

- 5.1 Check appropriate box.
Include a letter signed by the continuing authority (if not same as the project owner) stating they will “accept, operate and maintain” the wastewater treatment facility after successful construction.
If the continuing authority will not accept and agree to operate and maintain the wastewater treatment facility, this application will be considered incomplete.
- 5.2 Complete if the continuing authority is a Missouri Public Service Commission, or PSC, regulated entity. See 10 CSR 20-6.010(3)(B)3 for more information. This information is not necessary for existing wastewater treatment facilities currently permitted with a PSC entity as owner and continuing authority.
- 5.3 Complete if the continuing authority is a property owners association. See 10 CSR 20-6.010(3)(B)5 for more information. This information is not necessary for existing wastewater treatment facilities currently permitted with the property owners association as owner and continuing authority.
- 6.0 Complete Engineer contact information.
- 7.0 All applications must be signed as follows in accordance with 10 CSR 20-6.010(2)(B) and the signatures must be **original**:
- A. For a corporation, by an officer having responsibility for the overall operation of the regulated facility or activity or for environmental matters.
 - B. For a partnership or sole proprietorship, by a general partner or the proprietor.
 - C. For a municipal, state, federal or other public facility, by either a principal executive officer or by an individual having overall responsibility for environmental matters at the facility.

PART B – LAND APPLICATION

Complete Part B only if the proposed construction project includes land application of wastewater from a treatment facility.

- 9.0 Provide the applicable Facility Information land application information. Check the appropriate boxes.
- 10.0 Provide the applicable Storage Basins information. Check the appropriate boxes.
Freeboard – The depth from the top of the berm to the emergency spillway. Minimum depth is one foot.
Safety Volume – The depth to contain the 25-year, 24-hour storm event. Minimum depth is one foot.
Maximum Operating Water Level – The water level at the bottom of the safety volume. Minimum depth is two feet below the top of the berm.
Minimum Operating Water Level – The water level above the bottom of the lagoon basin for seal protection. Minimum depth is two feet and may be greater when additional treatment volume is included.
Total Depth is from the top of the berm to the bottom of the lagoon basin including freeboard.
- 11.0 Provide the applicable Land Application System information. Check the appropriate boxes.
- 11.7 Check the appropriate box.
If the land application rate is based on a Nutrient Management Plan, or N&P, include the plan with this application for department review.

Mail the completed form and applicable fee to the department.

If there are any questions concerning this form, please contact the Department of Natural Resources, Water Protection Program at 573-751-1300.