



MISSOURI DEPARTMENT OF NATURAL RESOURCES
 WATER PROTECTION PROGRAM
FACILITY PLAN OR ENGINEERING REPORT REVIEW REQUEST

1.0 REASON FOR REQUEST:

Facility plan* for a wastewater treatment facility (WWTF) or components thereof
 Engineering report* for non-department funded projects limited to collection system improvements only.
 * Must be affixed with a Missouri registered professional engineer's seal, signature and date.

2.0 REQUEST INFORMATION

2.1 Is this a federal/state funded project? Yes No
 Funding Agency: USDA-RD CDBG Other: _____; Project #: _____
 2.2 For new or expanded discharges, has the Missouri Department of Natural Resources approved the proposed project's antidegradation review? Yes Date of approval: _____ N/A
 2.3 Is the facility currently under enforcement with the department or the U.S. Environmental Protection Agency? Yes No
 2.4 Is the facility plan or engineering report required for submittal by an enforcement agreement or an operating permit schedule of compliance? Yes No
 2.5 Is an electronic copy of the facility plan or engineering report included in addition to a hard copy? Yes No

3.0 PROJECT INFORMATION

3.1 NAME OF PROJECT			DATE SEALED	
PHYSICAL ADDRESS	CITY	STATE	ZIP CODE	COUNTY

3.2 PROJECT DESCRIPTION

3.3 ADDITIONAL INFORMATION

A. Is a topographic map included in the facility plan or engineering report? Yes No
 B. Is a process flow diagram included in the facility plan or engineering report? Yes No N/A
 C. Is a geohydrological evaluation included in the facility plan or engineering report? Yes No N/A
 D. Alternatives analysis included feasibility of no-discharge? Yes No N/A
 E. Alternatives analysis included feasibility of regionalization? Yes No N/A
 F. Does the proposed project include innovative or new technology? Yes No
 Technology: _____

3.4 ESTIMATED COST OF THE PREFERRED ALTERNATIVE
 \$

4.0 ENGINEER

ENGINEER NAME / COMPANY NAME	TELEPHONE NUMBER WITH AREA CODE	EMAIL ADDRESS	
ADDRESS	CITY	STATE	ZIP CODE

5.0 CONTINUING AUTHORITY: A continuing authority is a company, business, entity or person(s) that will be operating the facility and/or ensuring compliance with the permit requirements. A continuing authority is not, however, an entity or individual that is contractually hired by the permittee to sample or operate and maintain the system for a defined time period, such as a certified operator or analytical laboratory. To access the regulatory requirement regarding continuing authority, 10 CSR 20-6.010(2), please visit <https://s1.sos.mo.gov/cmsimages/adrules/csr/current/10csr/10c20-6.pdf>. A continuing authority's name must be listed exactly as it appears on the Missouri Secretary of State's (SoS's) webpage: <https://bsd.sos.mo.gov/BusinessEntity/BESearch.aspx?SearchType=0>, unless the continuing authority is an individual(s), government, or otherwise not required to register with the SoS.

NAME	TELEPHONE NUMBER WITH AREA CODE	EMAIL ADDRESS	
ADDRESS	CITY	STATE	ZIP CODE

6.0 RECEIVING WASTEWATER TREATMENT FACILITY

NAME	TELEPHONE NUMBER WITH AREA CODE	EMAIL ADDRESS	
MISSOURI STATE OPERATING PERMIT #	DESIGN AVERAGE FLOW (GPD)	REMAINING CAPACITY (GPD)	

7.0 PROJECT OWNER

PROJECT OWNER NAME	TELEPHONE NUMBER WITH AREA CODE	EMAIL ADDRESS	
ADDRESS	CITY	STATE	ZIP CODE

8.0 SIGNATURE: I hereby certify that I am familiar with the information contained in this form and to the best of my knowledge and believe such information is true, complete, and accurate.

AUTHORIZED SIGNATURE	<input type="checkbox"/> OWNER <input type="checkbox"/> CONTINUING AUTHORITY <input type="checkbox"/> CONSULTANT
PRINTED NAME	DATE

Mail completed form and any attachments to one of the following:

MISSOURI DEPARTMENT OF NATURAL RESOURCES
WATER PROTECTION PROGRAM
ATTN: ENGINEERING SECTION
P.O. BOX 176
JEFFERSON CITY, MO 65102-0176

Instruction for Completing Facility Plan or Engineering Report Review Request

Submit this form along with a facility plan or engineering report for Missouri Department of Natural Resources review and approval. No fee is necessary. This form is not applicable for department funded projects.

The department has several fact sheets available to aid in the development of a complete facility plan or engineering report. Also refer to 10 CSR 20-8.110 available online at <https://s1.sos.mo.gov/cmsimages/adrules/csr/current/10csr/10c20-8.pdf>.

- Engineering Report Guidance for Collection Systems: dnr.mo.gov/pubs/pub2415.htm.
- Facility Plan Guidance for Wastewater Treatment Facilities: dnr.mo.gov/pubs/pub2416.htm.

- 1.0 Check the applicable box.
Facility plans or engineering reports must be completed for projects involving wastewater treatment facility (WWTF) projects and projects involving collection systems unless exempt by 10 CSR 20-6.010 (4)(B).
- 2.1 Check the appropriate box. If the project is funded with federal or state monies, check the applicable funding agency names and provide the project number. The facility plan submittal should occur after a review by the Missouri Water and Wastewater Review Committee.
- 2.2 Check the 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 form. Not every construction project may require an antidegradation review. For more information, guidance documents, and forms concerning antidegradation visit dnr.mo.gov/env/wpp/permits/antideg-implementation.htm.
- 2.3 Check the appropriate box. More information about the Compliance and Enforcement Section of the department's Water Protection Program is available online at dnr.mo.gov/env/wpp/enf/index.html.
- 2.4 Check the appropriate box. If the applicant was required to submit a facility plan or engineering report due to an enforcement agreement or their operating permit schedule of compliance, department staff can quickly mark the submittal as received in the appropriate database.
- 2.5 Provide one hard copy of the facility plan or engineering report along with an electronic copy on a CD and in Adobe® PDF searchable format.
Note: Additional sets of the facility plan or engineering report may be required by the department for final approval.
- 3.1 Provide the name and the physical address of the proposed project. Provide the date the facility plan is sealed by a Missouri registered professional engineer. The department often receives multiple revised facility plans or engineering reports; therefore, the date sealed will help identify the appropriate version on file.
- 3.2 Provide a brief description of the proposed construction project.
- 3.3 Provide the additional project information:
 - A. Include a topographic map extending at least one mile beyond the proposed project area. A topographic map is available online at <https://www.usgs.gov/products/maps/topo-maps> or from the Missouri Geological Survey in Rolla, at 573-368-2125. (Submittals of more than one map may be necessary to show the entire project area.) The topographic map shall include the following as applicable:
 1. The major pipes or other collection system structures containing wastewater.
 2. The area surrounding the WWTF, including all unit processes.
 3. Wells, springs, other surface water bodies, and drinking water wells that are 1) within ¼ mile of the WWTF and 2) listed in public record or 3) otherwise known to the applicant.
 4. Any areas where biosolids produced by the WWTF are treated, stored or disposed.
 5. If the WWTF receives waste classified as hazardous under the Resource Conservation and Recovery Act, or RCRA, by truck, rail or special pipe, show on the map where the hazardous waste enters the wastewater system and where it is treated, stored or disposed of.
 6. Outline any wastewater land application sites.
 - B. If the proposed project involves a WWTF, provide a process flow diagram with the influent and effluent design average flow and peak hourly flow capabilities. 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 used, depict all irrigation equipment and application sites.
 - C. A copy of a geological site evaluation from the Missouri Geological Survey providing stream determinations (gaining or losing) must be included for all new WWTFs. A copy of a geological site evaluation providing site collapse and overall potentials must be included for all earthen basin structures. Earthen basin structures shall not be located in areas receiving a severe overall geological collapse potential rating. Online requests for Geohydrologic Evaluation of Liquid-Waste Treatment Facility/Site, can be made online through GeoEDGE, which is located at dnr.mo.gov/geology/geoedge.htm D. If the proposed project involves a WWTF, consideration shall be given to the feasibility of constructing and operating a no-discharge WWTF. See 10 CSR 20-6.010(4) and 10 CSR 20-8.110(5).
 - E. If the proposed project involves a WWTF, consideration should be given to the transport of wastewater to a regional WWTF, when feasible. Refer to 10 CSR 20-6.010(2) for higher level continuing authorities.

- F. Innovative or new technologies not included in 10 CSR 20-8 will be reviewed on a case-by-case basis. Identify any portion that is considered innovative or new technology. The department has an approval process for innovative technology available online at dnr.mo.gov/pubs/pub2453.htm. Additional information may be required for review and approval. See 10 CSR 20-6.010(5) and 10 CSR 20-8.110(6).
- 3.4 Provide the estimated construction cost of the preferred alternative. This information will be useful to the department in conducting affordability analyses.
- 4.0 Complete the engineer contact information.
- 5.0 Complete the continuing authority information. A continuing authority is a company, business, entity or person(s) that will be operating the facility or ensuring compliance with the permit requirements. A continuing authority is not, however, an entity or individual that is contractually hired by the permittee to sample or operate and maintain the system for a defined time period, such as a certified operator or analytical laboratory. To access the regulatory requirement regarding continuing authority, 10 CSR 20-6.010(2), please visit <https://s1.sos.mo.gov/cmsimages/adrules/csr/current/10csr/10c20-6.pdf>. A continuing authority's name must be listed exactly as it appears on the Missouri Secretary of State's (SoS's) webpage: <https://bsd.sos.mo.gov/BusinessEntity/BESearch.aspx?SearchType=0>, unless the continuing authority is an individual(s), government, or otherwise not required to register with the SoS.
- 6.0 Complete the receiving WWTF information. Include the Missouri State Operating Permit, or MSOP, number and the design average flow and available remaining capacity in gallons per day, or gpd.
- 7.0 Complete the project owner information. The owner identified in this section, and subsequently reflected on the certificate page of the construction permit, is the owner of the regulated activity being proposed and is not necessarily the owner of the real property on which the activity is occurring.
- 8.0 Complete the certification by signing, dating, printing name and checking the appropriate box indicating the role of the person doing the certification.

Mail the completed form to the department.

If there are questions concerning this form, please contact the Department of Natural Resources, Water Protection Program at 800-361-4827 or 573-751-1300 or visit dnr.mo.gov/env/wpp/permits/ww-construction-permitting.htm.