



FACILITY PLAN OR ENGINEERING REPORT REVIEW REQUEST

1.0 REASON FOR REQUEST:

- Facility plan* for a wastewater treatment facility (WWTF) or components thereof for facilities with a design flow of 22,500 gpd or greater or for a department funded project.
- Engineering report* for a nondepartment funded wastewater treatment facility or components thereof for facilities with a design flow less than 22,500 gpd.
- Engineering report* for nondepartment 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: MoDNR 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. [WWTF only] Is a process flow diagram included in the facility plan or engineering report? Yes No N/A
- C. [WWTF only] Is a geohydrological evaluation included in the facility plan or engineering report? Yes No N/A
- D. [WWTF only] Alternatives analysis included feasibility of no-discharge? Yes No N/A
- E. [WWTF only] Alternatives analysis included feasibility of regionalization? Yes No N/A
- F. Does the proposed project include innovative or new technology not included in 10 CSR 20-8? Yes No
Technology: _____
- G. Does the proposed project include a deviation from 10 CSR 20-8? Yes No
Deviation request: _____
- H. [If the project is receiving department SRF funding] Does the proposed project include a sole source request? Yes No
Sole source request: _____

3.4 ESTIMATED COST OF THE PREFERRED ALTERNATIVE

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4.0 ENGINEER

ENGINEER NAME / COMPANY NAME	TELEPHONE NUMBER WITH AREA CODE	EMAIL 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 system.

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

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

AUTHORIZED SIGNATURE	TITLE OR CORPORATE POSITION		
PRINTED NAME	DATE		

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

For Nondepartment Funded Projects: MISSOURI DEPARTMENT OF NATURAL RESOURCES WATER PROTECTION PROGRAM ATTN: ENGINEERING SECTION P.O. BOX 176 JEFFERSON CITY, MO 65102-0176	For Department Funded Projects: MISSOURI DEPARTMENT OF NATURAL RESOURCES WATER PROTECTION PROGRAM ATTN: FINANCIAL ASSISTANCE CENTER P.O. BOX 176 JEFFERSON CITY, MO 65102-0176
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INSTRUCTIONS 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.

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 20-8.020(3) and 10 CSR 20-8.110(4) available online at

<http://s1.sos.mo.gov/cmsimages/adrules/csr/current/10csr/10c20-8.pdf>.

- Clean Water State Revolving Fund Project Facility Plan Guidance: dnr.mo.gov/pubs/pub2418.htm;
- Engineering Report Guidance for Collection Systems with a Design Flow of 22,500 gpd or Greater: dnr.mo.gov/pubs/pub2415.htm; and
- Facility Plan Guidance for Wastewater Treatment Facilities with a Design Flow of 22,500 gpd or Greater: dnr.mo.gov/pubs/pub2416.htm.

1.0 Check the applicable box.

Facility plans must be completed for projects involving wastewater treatment facility (WWTF) projects for facilities with a design flow of 22,500 gallons per day (gpd) or greater and projects receiving funding through the grant and loan programs under 10 CSR 20-4. See 10 CSR 20-8.110(4)(A)4 for more information.

Engineering reports for projects involving WWTF projects for facilities with a design flow of less than 22,500 gpd shall be submitted whenever required by the department. See 10 CSR 20-8.020(3).

Engineering reports must be completed for projects involving collection systems discharging to a receiving WWTF with a design flow of 22,500 gpd or greater. Projects limited to 8-inch gravity sewer extensions, sewer extensions with 1,000 linear feet or less of gravity sewer or force main, and 1 new or modified pumping station are exempt. See 10 CSR 20-8.110(4)(A)4., 10 CSR 20-8.110(4)(A)4.A., and RSMo Section 644.051 for more information.

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 Missouri Water and Wastewater Review Committee, or MWWRC, meets once a month and is made up of members from USDA-Rural Development, Missouri Department of Economic Development Community Block Grant, or CDBG, and the Missouri Department of Natural Resources. After reviewing a facility plan or engineering report, the committee will recommend the appropriate agency or multiple agencies from which to seek financial assistance for publicly owned treatment works only. For more information on the MWWRC visit

dnr.mo.gov/env/wpp/srf/additional-resources.htm.

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 (two if department funded) 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 www.dnr.mo.gov/internetmapviewer/ 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. The Request for Geohydrologic Evaluation of Liquid-Waste Treatment Facility/Site, Form—MO 780-1688 is available online at dnr.mo.gov/forms/780-1688-f.pdf. See 10 CSR 20-6.010(4)(D)5 and 10 CSR 20-8.110(4)(C)8.C.(VII).
 - 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)(D)1 and 10 CSR 20-8.110(4)(C)8.G.
 - 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(3)(C) 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 20-8.020(11)(B)2., 10 CSR 20-8.110(4)(C)8.H., and 10 CSR 20-8.140(5)(B).
 - G. If the proposed project contains known deviations from 10 CSR 20-8, submit the documentation and justification for the deviation in the facility plan or engineering report. Identify the deviation. Note that many deviations are common while others are reviewed on a case-by-case basis. Requesting a review of the deviation during the planning stage may save time and money during the design. See 10 CSR 20-8.020(2)(B), 10 CSR 20-8.110(4)(B)8., and 10 CSR 20-8.110(4)(C)10.
 - H. For projects funded by the department's Clean Water State Revolving Fund (SRF), the use of structures, materials, equipment, or processes known to be available only from one sole source are prohibited unless the department determines the written justification shows the proposed use meets the projects minimum needs. See 10 CSR 20-4.040(18)(D) for more information available at <http://s1.sos.mo.gov/cmsimages/adrules/csr/current/10csr/10c20-4.pdf>. Requesting a review of a proposed sole source restriction during the planning stage may save time and money during the design.
- 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. Include the permanent organization that will serve as the continuing authority for the operation, maintenance, and modernization of the wastewater system. See 10 CSR 20-6.010(3) for acceptable continuing authorities, available at <http://s1.sos.mo.gov/cmsimages/adrules/csr/current/10csr/10c20-6.pdf>.
 - 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 and certification. 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.

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.