

3.8.3 Overview of the Permit/Sewer Extensions/ Letter of Acceptance

Applicability:

This describes the minimum requirements for the written acceptance of the project by the Continuing Authority that will provide treatment of the sewage and will be responsible for maintenance of the sewers in the future.

Content:

Regulatory Background

The basic provision is that a person or organization seeking to build, erect, alter or replace a facility must apply for and be issued a construction permit (10 CSR 20-6.010(1) and (4)(A)). The person or organization applying for the permit must show that a continuing authority exists that will be responsible for the operation, maintenance and modernization of the facility after it is constructed (10CSR 20-6.010(3)(A)).

Section 4.1 of the Application for Construction Permit -- Sewer Extension requires the applicant to state whether or not the continuing authority has approved it and agreed to accept the sewage that will be conveyed. The application is incomplete and the permit cannot be issued without this approval or acceptance. The continuing authority's approval of the project or agreement to accept the additional sewage flow must be in writing. This is the letter of acceptance.

There are no specific regulatory provisions that describe the contents or form of the letter of acceptance. It is the project owner's responsibility to provide such a letter of acceptance and ideally it should be submitted to the department along with the application for the construction permit.

The letter of acceptance should contain sufficient information so it is clear:

- The letter relates to the project for which the application is being made,
- The continuing authority will accept and treat the sewage,
- The continuing authority will be responsible for the sewers after they are constructed and placed into operation, and
- The person who signed the letter has the authority to do so.

Legal References:

Code of State Regulations

[10 CSR 20-6.010\(2\),
\(3\), and \(4\)](#)

Construction and Operating Permits - Permit Applications -
(2) Application Signatures
(3) Continuing Authorities
(4) Construction Permits (CP)

Other Links:

[4.6.3 Continuing Authorities](#)

Key Words:

Acceptance, approval, agreement, sewer extensions, continuing authority

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Modification Date: 05/24/2005