

# Requirements and Procedures for Sanitary Sewer Extension Reviews

3/08  
rev. 2/09

## Capital Area Regional Planning Commission

The Wisconsin departments of Natural Resources and Commerce require applicants for nearly all sanitary sewer extensions in Dane County to include in their application a letter stating that the extension is consistent with the sewer service areas outlined in the *Dane County Water Quality Plan*. This WQM review letter is required for all public sanitary sewer extensions, private interceptor mains, and new construction (includes expansions and reconstruction, even where service is currently available or a stub is present) building sewers which require Department of Commerce plan approval and discharge to a public sewer. (Laterals serving individual one- or two-family dwellings or public buildings with fewer than six plumbing fixtures are generally not included.)

### Information Needed

Private Sewers and 8" Public Sanitary Sewers: One copy of a location or plan map to scale (1" = 100' to 1" = 1000') showing the lands to be served with enough information (street locations and names, section corners, etc.) to allow us to determine the exact location of the area to be served. The map should be accompanied by a letter from the applicant requesting the review letter with the applicant's mailing address and phone number.

Specific building and sewer locations, and street addresses should be included if known. If building locations are not known, be sure to indicate any areas not intended for sewer development, such as outlots, lands dedicated to the public, drainage easements or greenways, etc. (Lands in adopted environmental corridors such as wetlands, floodplains, drainageways, etc. are often excluded from service areas, and sewer extensions to serve buildings or development in these areas may not be approved.)

10" and Larger Sewers and Lift Stations: In addition to the location or plan map and letter, the estimated 20-year and ultimate or design service areas should be indicated on a map (a copy of a 1" = 2000' USGS topographic map may be used if a more suitable map is not available). The DNR information form (#3400-59) should also be provided.

### Procedure and Schedule

If the proposed sewer extension is consistent with the sewer service area provisions of the *Water Quality Plan*, the CARPC staff will provide the review letter within 10 days of receipt of the needed information indicated above.

If there are questions about consistency, or the sewer extension is inconsistent with adopted service areas, the applicant will be contacted for additional information or clarification. If consistency is not established, the proposed extension may require a change to the *Water Quality Plan*. If a change to the *Water Quality Plan* is needed, public hearings and DNR approval are required, which can take up to 90 days or longer, depending on the degree of complexity or controversy.

The Capital Area Regional Planning Commission and its predecessor, the Dane County Regional Planning Commission, have included conditions of approval to urban service area amendments. The intent of these conditions is to ascertain that the negative impacts of urban development is mitigated to the maximum extent practicable. These conditions, typically having to do with stormwater quality and quantity management, need to be fulfilled as part of the sewer extension review process. To this end, a joint stormwater review process involving staff from the DNR, Dane County, and the municipality is in place for a timely review and approval of the stormwater management plan for a development receiving sanitary sewer service.

Sewer extension review fees have been instituted for CARPC starting 1/3/08. **Public sewer reconstruction projects are exempt from sewer extension review fees.** Fees are based on area receiving service as follows:

Less than 5 acres = \$200

5 to 15 acres = \$400

Over 15 acres = \$600

Please include a check payable to CARPC with your sewer extension submittal.

Information, applications and questions should be directed to:

Kamran Mesbah, P.E.  
Director, Environmental Resources Planning  
Capital Area Regional Planning Commission  
210 Martin Luther King Jr. Blv. Room 362  
Madison, WI 53703  
Phone: (608) 266-9283  
e-mail: kamranm@capitalarearpc.org