

## **EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

### **Water Quality Management (WQM) Letters & Sewer Extension/Lateral Reviews**

The East Central Wisconsin Regional Planning Commission is a 'Designated 208 Water Quality Planning Agency' and, as such, is required to review public and private sanitary sewer extensions and laterals for conformance with its 'Areawide Water Quality Management Plan'. This plan is comprised of twenty-six individual Sewer Service Area Plan elements. Separate reviews are required for public sewer extensions under Wisconsin Administrative Code NR-110.08 and private building sewer laterals (multi-family, commercial, industrial, and institutional uses only - not single family dwellings) under Wisconsin Administrative Code COMM 82.20(4)(C).

If the proposed project falls within a designated SSA Boundary, or is not within a community that has an SSA Plan, it is typically deemed to be consistent with the Areawide Water Quality Management plan and a '208 Letter' (also referred to as a 'WQM Letter') is issued. Occasionally, Commission staff may find other concerns with the proposed extension, such as potential negative impact on a designated Environmentally Sensitive Area or intergovernmental relationships. In these cases, approvals may be issued with certain conditions. The '208 letter' is then submitted to the WDNR or Dept. of Commerce with the project information for their review and approval.

East Central staff is required to issue '208 Letters' within 30 days after receipt of the request. **PLEASE ALLOW YOURSELF ADEQUATE LEAD TIME ON THE PROJECT FOR US TO CONDUCT THIS REVIEW!** To expedite the review process, please submit all of the following materials. If the submittal is incomplete it may extend the review timeframes. Submittals should be sent to:

East Central Planning  
Attn: Joe Huffman  
132 Main Street  
Menasha, WI 54952

#### **Submittal requirements for public sewer extensions, lift stations, and forcemains:**

- Cover letter indicating:
  - Community and County which project is located
  - Request for a review and WQM letter
- WDNR Sewer Extension Submittal Form 3400-59
- General Project Location Map (i.e. USGS Quadrangle Map or community street base map)
- 1 set of Plans/Specifications (engineering drawings)

#### **For multi-family, commercial, industrial, or institutional private lateral extensions:**

- Cover letter indicating:
  - Community and County which project is located
  - Request for a review and WQM letter
- General Project Location Map (i.e. USGS Quadrangle Map or community street base map)
- 1 set of Building Plans which shows connection point(s) of lateral to structure(s) and to the public sewer line

Questions on these review requirements and procedures can be directed to Joe Huffman at (920) 751-4770 or via e-mail at [jhuffman@eastcentralrpc.org](mailto:jhuffman@eastcentralrpc.org).