

**INSTRUCTIONS FOR SCHEDULE A -- SEWER SERVICE CONNECTIONS
OR SCHEDULE B -- PUBLICLY OWNED OR REGULATED SEWER EXTENSIONS**

Revised November 2005

Schedule A must be filled out and completed for all sewer connections, which must be covered by a permit in accordance with the Illinois Pollution Control Board Regulations or where the municipality or local public sewer owner will not provide maintenance on said sewer. Sewer extensions which are to be maintained by the municipality or local sewer owner use Schedule B.

When the schedule item is not applicable to your project write "not applicable" or N/A.

1. The name of the project must be the same as the project name indicated on Form WPC-PS-1.
2. The sewer connection or non-public sewer will serve the indicated type of user such as the residential, commercial, light industrial (domestic only), manufacturing, recreational, other. It may be possible that one, two, or all of the appropriate blanks would be checked as well.
3. The nature of the project is intended to be a brief summary description of the type of project covered by the permit application.
- 4.1. Either submit the required map or a letter from the Illinois Historic Preservation Agency indicating that they have reviewed the project. The Agency has committed to a cooperative effort with the Illinois Historic Preservation Agency (IHPA). Under the provisions of the State Agency Historic Resources Preservation Act, 30 ILCS 605/1, IEPA informs IHPA of construction permit applications shortly after they are received. We would appreciate your submission of location maps and legal descriptions to facilitate this process. IEPA is obligated not to issue the permit until 30 days from the date that IHPA has received the copy of the application or until a letter is received from them. Permit applicants should submit information to IHPA independently from applying for construction permits from IEPA. If the project has previously been reviewed by the Illinois Historic Preservation Agency, inclusion of the sign off letter or approval with your application will enable IEPA to process your application more expeditiously. IHPA contact information is:

ILLINOIS HISTORIC PRESERVATION AGENCY
Division of Review and Compliance
1 Old State Capitol Plaza
Springfield, Illinois 62701

Telephone Number: 217/785-4512
Fax Number: 217/782-8161

- 4.2. Please submit a sketch of the project. If a suitable clear layout is included on the plan drawings, this request will be considered met.
- 4.3. A map of the immediate area to be served by the sewer in question must be submitted.
- 4.4. All potential future service area must also be shown.

It should be emphasized that the loading allocated against the waste treatment facility and intermediate sewer system will be based on the immediate area and population to be served by the permit. Any review fee for this project (see 6.4 below) will be based on the design loading of the sewer.

5. A facilities planning area (FPA) is a defined area that anticipates sewer service to be provided by a specific wastewater treatment facility. This information should be available from the owner/operator of the sewerage system or the owner of the sewage treatment plant. Sewers serving areas not identified in the proper FPA will be denied.
6. The following design criteria should be used in estimating the population equivalent of a residential building:

Efficiency or Studio Apartment	= 1	person
1 Bedroom Apartment	= 1.5	persons
2 Bedroom Apartment	= 3	persons
3 Bedroom Apartment	= 3	persons
Single Family Home	= 3.5	persons
Mobile Home	= 2.25	persons

Commonly used quantities of sewage flows from miscellaneous type facilities are listed in Appendix B, Table No. 2 of the Illinois Recommended Standards for Sewage Works.

- 6.3 Total of Items 6.1 and 6.2.

6.4 Commencing July 1, 2003, Section 12.2 of the Environmental Protection Act (415 ILCS 5/12.2, as amended by P.A. 93-32) requires the Agency to collect a fee for certain applications for the installation of sanitary sewer connections and extensions.

Except for the conditions listed below the following fee schedule shall apply:

<u>Fee Dollars</u>	<u>Population Equivalents</u>
100	1
400	2 - 20
800	21 - 100
1200	101 - 499
2400	500 or more

Please send the appropriate fee; certified or cashiers check made out to: "Treasurer, State of Illinois, Environmental Protection Permit and Inspection Fund" with the applicant's Federal Employee Identification Number (FEIN) appearing on the face of the check and submit along with this schedule. Any fee remitted to the Agency shall not be refunded at any time or for any reason, either in whole or in part.

The Sewer Permit fees does not apply to:

- a. Any Department, Agency or Unit of State Government;
- b. Any unit of Local Government where **all** of the following conditions are met; and
 1. The cost of the installation or extension is paid wholly from monies of the unit of local government, state grants or loans, federal grants or loans, or any combination thereof;
 2. The unit of local government is not given monies, reimbursed or paid, either in whole or in part, by another person (except for State grants or loans or federal grants or loans; and
- c.
 1. A certified copy of the budget item or the board or council minutes which authorized the construction of the project with only local funds is included.
 2. The local unit of government who has agreed to own and operate must sign if no fee is required.

6.5 A \$1,000 fee shall be required for any industrial wastewater source that does not require pretreatment of the wastewater prior to discharge to the publicly owned treatment works or publicly regulated treatment works.

7. If the project does not comply with all of the design criteria contained in the "Illinois Recommended Standards for Sewage Works", Current Editions, the "does not" line is to be checked and a written justification for each deviation is to be provided.
8. The current infiltration limit is a maximum of 200 gallons per inch of pipe diameter per mile per day and the exfiltration limit is 240 gallons per inch of pipe diameter per mile per day.
9. For sewer service connections, this item should include all the sewers from the building foundation(s) to the public sewer. Sewer extensions should include sewers which are to be constructed in the public right-of-way and maintained by the municipality or local public sewer owner.

Submit plan and profile drawings for all sanitary sewer extensions and for ALL sewer connections where either the domestic wastewater source serves more than one building, where the domestic wastewater source is 15 P.E. or more, where non-domestic waste is produced or where the connection is not direct to either a publicly-owned or publicly-regulated sewer.

The total length should be the total length rounded off to the nearest foot of the project as if the sewer ran entirely through manholes.

It is required that the slopes used will not be less than the minimum slopes allowed for the appropriately sized sewer indicated in the Illinois Recommended Standards for Sewage Works.

Maximum slopes indicated should be reported with the knowledge that concrete anchors will be required where slopes exceed certain limits as described in the Illinois Recommended Standards for Sewage Works.

Pipe and joint ASTM/AWWA designation. Indicate Standard Dimension Ratio for PVC pipe.

The total number of manholes used for each particular size of sewer should be indicated as well as the maximum distance between manholes. The maximum distance between manholes must be in accordance with the Illinois Recommended Standards for Sewage Works.

The class of bedding to be utilized (A, B, or C) or (IA, IB, II, or III) should be indicated.

- 9.1 Is the project (either in whole or in part) located in a flood plain? Is yes, contact Illinois Department of Natural Resources, Division of Water Resources Management for additional permit requirements.
- 9.2 Water-tight manhole covers shall be used in flood plains as well as in any area where the manhole tops are below cover or likely to be flooded by surface runoff or high water. Also please refer to Section 370.330 of the Illinois Recommended Standards for Sewage Works.
10. Erosion Control: The design criteria for Erosion Control are contained in the "Illinois Urban Manual", Current Edition. If deviations are included, justification for said criteria must be attached. (See instructions for Schedule P to determine if this form must be submitted.)
11. An analysis of the downstream transport capabilities must be evaluated in order to insure no overflows or backups occur.
12. Section 370.340 of the Illinois Recommended Standards for Sewage Works indicates the mandatory location of sewer mains in relation to water mains. The location of proposed watermain(s) must be shown in both the plan and profile views on plan sheet(s) for EACH water-sewer line crossing and at all locations within 10 feet horizontal distance of a proposed sewer line. Detailed drawing(s) for crossings, either typical or site-specific, shall be shown on the plan sheet(s).
- 12.1 Are all proposed gravity sewer line(s) at least ten horizontal feet from watermain(s)? If not, provide justification and precautionary features taken to prevent contamination. Any proposed forcemain(s) is(are) required to be at least 10 feet horizontally from any watermain(s).
- 12.2 Proposed sewer lines are to be at least 18 inches BELOW watermain(s) unless site restrictions make this impossible. When site restrictions dictate, less than 18 inches may be acceptable if properly justified and the sewer is located below the watermain and all of the conditions of Section 370.350(c)(2)(B)(i) through (v) of the Illinois Recommended Standards for Sewage Works are met. A proposed sewer line may cross above a watermain only where it is impossible to cross below the watermain. Proper justification must be submitted and all of the conditions of Section 370.350(c)(2)(C) of the Illinois Recommended Standards for Sewage Works must be met.
- 12.3 Are potable water sources located within the project area or potentially affected by this project? If so, give the minimum distance(s) from proposed sewer line to potable water source and describe precautionary measures taken to prevent contamination. ALL of these potable water sources must be shown on the plan sheet(s).
13. For all sewer pipe construction, either infiltration or exfiltration or air testing is required for the sewer pipes. Leakage testing is also required for manholes. Therefore, standard testing procedures shall be included in the plans, specifications, or special provisions in accordance with the Standard Specifications for Water and Sewer Main Construction in Illinois.
14. Appropriate deflection testing is required for all flexible pipe.
15. Where indicated, the items are to be included on the plan sheets. In other places, the requirements may be included in either the plans, specifications, or special provisions.

If standard specifications are to be utilized, please indicate the name of same on the plan drawings. The Standard Specifications for Water and Sewer Main Construction in Illinois current edition, can be obtained from the Illinois Society of Professional Engineers, the Consulting Engineers Council of Illinois, the Illinois Chapter of the American Public Works Association, the Illinois Municipal League, and the Associated General Contractors of Illinois.

Standard specifications adopted by resolution of municipality or sanitary district governing body can be filed with a copy of the pertinent resolution to the Illinois Environmental Protection Agency and eliminate the need for filing the specifications each time. Special provisions if any, to the standard specifications would have to be submitted with the project.

ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
 DIVISION OF WATER POLLUTION CONTROL
 PERMIT SECTION
 Springfield, Illinois 62794-9276

SCHEDULE A/B

APPLICATION FOR SANITARY SEWER: (please check one or both boxes as applicable)

- Service Connection – Schedule A
- Publicly Owned or Regulated Extensions – Schedule B

1. **NAME OF PROJECT:** _____

2. **TYPE OF SERVICE(S):** Residential _____ ; Commercial _____ ; Light Industrial (Domestic Waste Only) _____ ;
 Manufacturing _____ ; Recreational _____ ; Other _____ (check all that apply)

3. **NATURE OF PROJECT:** Project consists of: a sewer extension _____ ; a sewer connection _____ ;
 a trunk sewer _____ ; a replacement sewer _____ ; a relief sewer _____ ; an interceptor sewer _____ ;
 a new sanitary sewer _____ . (check all that apply)

4. **PROJECT LOCATION, SERVICE AREA AND POPULATION:** Submit map(s) of the service area that includes the following:

4.1 An 8½ X 11 inch detailed project location map or USGS map showing the project with respect to major roadways. In lieu of this map, a letter from the Illinois Historic Preservation Agency indicating compliance with the Illinois Historic Preservation Act for this project may be submitted.

4.2 The proposed sewer layout and project location.
 Township _____ Section _____ Range _____

4.3 Residential and/or non-residential areas and their associated waste loads to be immediately served by the sewers of this project.

4.4 Potential residential and/or non-residential areas and their associated loads must be included in the overall design of the sewers of this project.

5. **FACILITIES PLANNING AREA:** This project is _____ is not _____ being constructed entirely within the Facilities Planning Area (FPA) boundaries. Name of FPA: _____

6. **TYPE OF DEVELOPMENT:** The following design criteria should be used in estimating the population equivalent (P.E.) of a residential building:

Efficiency or Studio Apartment	= 1	P.E.	Commonly used quantities of sewage flows from miscellaneous type facilities are listed in Appendix B, Table No. 2 of the Illinois Recommended Standards for Sewage Works.
1 Bedroom Apartment	= 1.5	P.E.	
2 Bedroom Apartment	= 3	P.E.	
3 Bedroom Apartment	= 3	P.E.	
Single Family Home	= 3.5	P.E.	
Mobile Home	= 2.25	P.E.	

6.1 **RESIDENTIAL BUILDINGS:** Number of building(s) _____ ;
 Number of single family dwelling building(s) _____ ; Number of multiple dwelling buildings* _____ ;
 Estimated total population equivalent _____ P.E.

* Please provide an itemized list for each multiple dwelling building including: Number of 1, 2 and 3 bedroom units; the total P.E. for the each building and the total P.E. for multiple family dwellings.

6.2 **NON-RESIDENTIAL BUILDINGS:** Describe use of building(s)

Principal product(s) or activities _____

Number of non-residential building(s) to be served under this Permit _____

Non domestic liquid waste is **(see section 6.5)** is not produced inside the building(s). If liquid wastes other than domestic are produced, submit Schedule N.

Estimated number of employees _____ ; Estimated number of occupants (transients) _____.

Estimated population equivalent (one population equivalent is 100 gallons of sewage per day, containing 0.17 pounds of BOD₅ and 0.20 pounds of suspended solids).

Flow P.E. _____ ; BOD P.E. _____ ; Suspended Solids P.E. _____.

6.3 Total loading for project (**Sum of 6.1 and 6.2**) Design Average Flow _____ GPD; Design Max.

Flow _____ GPD; P.E. _____ BOD; P.E. _____ Suspended Solids

6.4 Commencing July 1, 2003, Section 12.2 of the Environmental Protection Act (415 ILCS 5/12.2, as amended by P.A. 93-32) requires the Agency to collect a fee for certain applications for the installation of sanitary sewer connections and extension. Except for the conditions listed below, the following fee schedule shall apply:

Fee Dollars	Population Equivalents
100	1
400	2 - 20
800	21 - 100
1200	101 - 499
2400	500 or more

Please send the appropriate fee based upon section 6.4 or 6.5; certified or cashiers check made out to: "Treasurer, State of Illinois, Environmental Protection Permit and Inspection Fund" with the applicant's Federal Employee Identification Number (FEIN) appearing on the face of the check and submit along with this schedule. Any fee remitted to the Agency shall not be refunded at any time or for any reason, either in whole or in part.

The Sewer Permit fee does not apply to:

- a) Any Department, Agency or Unit of State Government
- b) Any unit of local government where **all** of the following conditions are met;
 - 1) The cost of the installation or extension is paid wholly from monies of the unit of local government, state grants or loans, federal grants or loads, or any combination thereof;
 - 2) The unit of local government is **NOT** given monies, reimbursed or paid, either in whole or in part, by another person (except for State grants or loans or federal grants or loans;
- c) 1) Include a certified copy of the budget item or the board or council minutes which authorize the construction of this project with only local funds; and
 - 2) I/we

(Signature for Unit of Government)

hereby certify that subsections (b)(1), (b)(2) and (c)(1) have been met.

6.5 A \$1,000 fee shall be required for any industrial wastewater source that does not require pretreatment of the wastewater prior to discharge to the publicly owned treatment works or publicly regulated treatment works.

7. **DEVIATION FROM DESIGN CRITERIA:** The design criteria for sewers are contained in the "Illinois Recommended Standards for Sewage Works", Current Edition. This submittal does _____ does not _____ include deviations from said criteria. **If deviations are included, justification for said deviations must be attached.**

8. **INFILTRATION/EXFILTRATION LIMITS:** _____ gallons per inch diameter of sewer pipe per mile per day.

9. **SUMMARY OF SEWERS:**

Submit plan and profile drawings for all sanitary sewer extensions and for all sanitary sewer connections where either the domestic wastewater source serves more than one building, where the domestic wastewater source is 15 P.E. or more, where non-domestic waste is produced or where the connection is not direct to either a publicly-owned or publicly- regulated sewer.

	Service Connections		Publicly Owned or Regulated Extensions			
Pipe size – inches						
Total Length – feet						
Min. slope used - %						
Max. slope used - %						
Min. cover over sewers - feet						
Pipe Material & Specs.						
Joint Material & Specs.						
Total Manholes						
Max. Distance Between Manholes						
Bedding Class for Rigid Pipe (A, B, or C per ASTM C12)						
Bedding Class for Flexible Pipe (IA, IB, II, or III per ASTM 2321-89)						

9.1 Is the project located in a flood plain? YES NO If yes, contact the Illinois Department of Natural Resources, Division of Water Resources Management for further permit requirements.

9.2 Water tight manhole covers used on all manholes where the manhole tops are below cover or where the tops may be flooded by surface runoff or high water? YES NO

10. **EROSION CONTROL:** The design criteria for Erosion Control are contained in the "Illinois Urban Manual" Current Edition, distributed by the National Resource Conservation Service. This submittal does _____ does not _____ include deviation from said criteria. If deviations are included, justification for said criteria must be attached. (See instructions for Schedule P to determine if Schedule P must be submitted.)

11. EXISTING SEWER SYSTEM:

A. This project will connect to one of the following:

- | | |
|-----------------------------|-----------------------------|
| 1. existing sanitary sewer | 4. permitted combined sewer |
| 2. existing combined sewer | 5. proposed sanitary sewer |
| 3. permitted sanitary sewer | 6. proposed combined sewer |

If permitted but not constructed and operational provide permit number _____

B. Size and location of downstream sewer(s):

12. WATER SUPPLY PROTECTION: The horizontal and/or vertical separation between sanitary sewers and watermains is in accordance with Section 370.350 of the Illinois Recommended Standards for Sewage Works. YES NO .

The location of proposed and existing watermain(s) must be shown in both the plan and profile views on plan sheet(s) for each water-sewer line crossing and at all locations within 10 feet horizontal distance of the proposed sewer line. Detailed drawing(s) for crossings, either typical or site-specific, shall be shown on the plan sheet(s).

12.1 HORIZONTAL SEPARATION: All sewer line(s) is(are) 10 feet from water line(s) YES NO

If no, provide justification AND describe the precautionary features against contamination

All proposed forcemain(s) 10 feet from water line(s) YES NO N/A .

12.2 VERTICAL SEPARATION:

A. The water line(s) is(are) at least 18 inches above the sewer line(s) YES NO . If no, continue with 12.2.B and provide justification below as to why this is not possible and describe precautionary measures taken to prevent contamination.

B. The water line(s) is(are) above the sewer line(s) but less than 18 inches YES NO . If no, continue with 12.2.C and provide justification below as to why this is not possible and describe precautionary measures taken to prevent contamination.

C. The water line(s) is(are) at least 18 inches below the sewer line(s) YES NO . If no, provide justification below as to why this is not possible and describe precautionary measures taken to prevent contamination.

Justification and precautionary measures:

12.3 Proximity to wells, reservoirs, and other potable water sources: YES N/A .

If Yes, Minimum distance _____ feet. Describe precautionary measures taken to avoid contamination:

Location of all potable water sources shown on plan sheets. YES NO NO KNOWN SOURCES

13. PIPE AND MANHOLE TESTING:

Is infiltration testing included in plans, specifications, or special provisions?	YES	NO
Is exfiltration test included in plans, specifications, or special provisions?	YES	NO
Is air testing included in plans, specifications, or special provisions?	YES	NO
Leakage testing for manholes included in plans, specifications, or special provisions?	YES	NO

14. FLEXIBLE PIPE TESTING:

Is deflection test included in plans, specifications, or special provisions in accordance with the Illinois Recommended Standards for Sewage Works, Current Edition? YES NO N/A

15. MISCELLANEOUS REQUIREMENTS:

The following requirements should be included on the plan sheets where so indicated. For items where this is not specified, the requirements may be on the plan sheets, in the specifications, or in the special provisions:

- 15.1 Standard Specifications for Water and Sewer Main Construction in Illinois, Current Edition, govern the construction of this project. YES NO . If no, please provide specifications.
- 15.2 Pipe and joint ASTM/AWWA designation included on plan sheets. YES NO
- 15.3 All flexible gravity sewer pipe installed in accordance with ASTM D2321-89; embedment materials for bedding, haunching, and initial backfill to at least 6 inches over the top of the pipe with Class IA or IB or II or III; processed material produced for highway construction used in the project classified according to particle size, shape, and gradation in accordance with ASTM D2321-89, Section 9 and Table 1. YES NO N/A .
- 15.4 All rigid gravity sewer pipe installed in accordance with ASTM C12 and bedding material Class A, B, or C. YES NO N/A
- 15.5 Pickholes in all manholes likely to be flooded not larger than 1 inch in diameter and of the concealed type. YES NO N/A
- 15.6 All manholes numbered. YES NO N/A
- 15.7 Match lines shown on all plan sheets. YES NO N/A

This Agency is authorized to require this information under Illinois Revised Statutes, 1979, Chapter 111 1/2, Section 1039. Disclosure of this information is required under that Section. Failure to do so may prevent this form from being processed and could result in your application being denied. This form has been approved by the Forms Management Center.