



NPDES Municipal/ Semipublic Application Review Checklist

This checklist is designed to help you complete your application and avoid delays in approval. To ensure all required parts are filled-in, please double-check your application. While the checklist is not all-inclusive, the items listed are those most often missed by applicants.

NOTE: The required effluent sampling may take between 2 to 4 months to complete.

Application Fee (Required for all applicants)

- \$85 check made out to Iowa Department of Natural Resources and attached to the application fee invoice.

Part A (Required for all applicants)

- Correct names, addresses and contact information (Q. 1 and 2)
- Accurate facility description, both process and location (Q. 8)
- All discharges to surface waters (Q. 11)
- Map(s) including the WWTP, piping, **ALL** outfalls, etc. (Q. 13)
- Complete and accurate process schematic (Q. 14)
- Outfall description completed for each outfall (Q. 15 - 17)
- Sulfate, Chloride and *E. coli* effluent testing results reported by all applicants (Q. 18)
- Effluent testing results reported, **IF** AWW design flow is > 0.1 MGD (Q. 19)

Part B (Required if AWW Design flow is greater than 1.0 MGD)

- Three pollutant scans conducted and effluent testing results reported. **Sampling takes a minimum of 4 months.**
- Two of the scans must be at least four months, but not more than eight months apart.

NOTE: If a pollutant result is reported as less than the minimum detection level, use 0 to calculate the mass value.

Part C (Required if AWW Design flow is greater than 1.0 MGD)

- Results submitted for all whole effluent toxicity (WET) tests conducted during the past four years. If previously submitted to the DNR, summarize the results (i.e., Acute WET test passed at 100% effluent on 7/20/13). (Q. 2)

Part D (Required for all applicants)

- Identify each SIU and any problems the SIU has caused at the treatment plant in the past three years
- Treatment Agreements (DNR Form 31) attached (Q. 3)
- Effluent testing results reported, **IF** facility has a design flow of less than 1.0 MGD and one or more SIUs (Q. 7)

Part E (Required if combined storm and sanitary sewers are present)

- All Combined Sewer Overflows (CSOs) accurately identified

Part F (Required for all applicants)

- Box checked on Form F for each part of the application being submitted
- Certification signed by appropriate individual