



## 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 have been included (Q. 11)
- Map(s) including the WWTP, piping, ALL outfalls, etc. (Q. 13)
- Accurate process schematic is included (Q. 14)
- Outfall description completed for each outfall (Q. 15 - 17)
- Sulfate, Chloride and E. coli effluent testing is completed (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 zero 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 results (i.e., Acute WET test passed at 100% effluent on 7/30/2019). (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