

Top Ten Reasons Why Permitting Project Reviews are Delayed

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The Water Facilities Permitting Division approves over 1000 drinking water projects per year. Many of these projects were delayed because review letters had to be sent to the engineer for various reasons. We have put together a “Top Ten” list of common problems, which delay projects. It is suggested that this list be checked before a project is submitted to help speed the review and approval.

1. **Flow test results.** All flow test results submitted must have been performed in the past year.
2. **Operation and Maintenance Letters.** There may be some projects where the original owner will not be responsible for the O&M of the project once it is completed. For these projects a letter from the future owner or responsible party, stating that they agree to own, operate and maintain the project (lines, well, tanks, etc.) must be provided.
3. **Feasibility/Viability study.** A feasibility study must be submitted for all new systems. The feasibility study must show the cost of creating a new system versus the cost of connecting to an existing system. The Viability study must show how much it will cost to operate the proposed system (including operators if required). If the system is a community water system, it must include water rates, along with a five year financial projection showing that the system can remain viable.
4. **Calculations.** Calculations must be submitted for all projects involving water lines, pumps, and chemical treatment. These calculations must be for the design rate of the project.
5. **Well performance test.** A well performance test must be carried out as detailed in regulation R.61-58.2.B(12). This includes the pumping test and the well recovery, along with the name(s) of those who performed the test, and the method of measurement used for the test.
6. **Chemical feed lines.** Chemical feed lines must be shown or specified to be color-coded and labeled.
7. **Wellhead Protection Area.** The Wellhead Protection Area inventory must be submitted with the project for all new wells. This must include the Latitude and Longitude, to the nearest second, of the well along with the design pump rate.
8. **NSF Certification.** All chemicals added to drinking water must be certified as meeting the standards of the American National Safety Institute/National Sanitation Foundation.
9. **100-year flood and Topographical maps.** All wells must be either above the 100-year flood elevation, or must be protected above the 100-year flood elevation. Also, the site plan for all new well projects must include, for the 100-foot radius, a topographical relief detail with contour intervals no greater than two feet. If the land is flat, please show at least one contour line for a reference.
10. **Water Quality parameters.** All test well projects must include in the specifications the required water quality parameters that will be tested. All follow-up projects must include these required test results. Please make certain that the results of all of the parameters are provided in the follow-up package. This includes dioxin, unless the Department has granted a variance.