

# Capital Area Regional Planning Commission

## Policies and Criteria for the Review of Minor Sewer Service Area Amendments to the Dane County Water Quality Plan

February 13, 2020

### 1. Policies and Criteria for Minor Sewer Service Area Amendments

Requests for minor sewer service area additions must comply with ALL of the following policies and criteria:

- A. Minor amendments are limited to existing buildings or the comparable replacement of existing buildings (i.e. properties currently on septic systems, existing buildings where only part of the parcel is in the sewer service area, buildings already connected to sanitary sewer but currently outside of the approved sewer service area).
- B. The building must be able to be served by a lateral connection to an existing sanitary sewer main (i.e. no sanitary sewer main extension).
- C. The amendment area cannot contain any environmentally sensitive areas (environmental corridors) as defined by NR 121.
- D. Additions to a sewer service area must be contiguous with existing sewer service areas.
- E. Adequate treatment capacity must be available in wastewater treatment facilities that receive the expected volume of wastewater.
- F. Sewer service area additions must be cost-effective (as defined in NR 110) and environmentally sound expansion of public sewerage facilities.
- G. Amendments to service areas must be sponsored by the local unit of government (municipality) to ensure that designated local management agencies in charge of pollution prevention are in support of the expansion. Where service is to be provided by a separate sanitary or sewerage district, they must also demonstrate support of the amendment.
- H. Amendments must be uncontested and uncontroversial. A public hearing will be set for the next Commission meeting. All affected local units and their respective county board supervisors will be notified by at least thirty (30) days prior to the public hearing. Any opposition before or at the public hearing will result in the amendment following the standard process and schedule for sewer service area amendments.
- I. Requesting units of government must notify neighboring or affected units of government of their intent to expand the service area.

## **2. Submittal Requirements for Minor Sewer Service Area Amendments**

Requests for minor sewer service area additions must be accompanied by specific plans for provision of sanitary sewer service to the proposed addition, which include the following elements:

- A. A description of the need for the sewer service area expansion.
- B. A site plan and description of proposed amendment area, which is specific enough to enable the determination area proposed to be included in the service area. Amendment area should generally follow parcel boundaries or specific dimensions along parcel boundaries.
- C. A specific plan for providing sanitary sewer service to the area, both public sewage collection and treatment systems (layout, facilities, capacity).
- D. A statement and any necessary supporting documentation to show that the amendment area does not contain any environmentally sensitive areas, which are to be protected from urban development, and that would require designation in environmental corridors consistent with CARPC and DNR policies and criteria.
- E. Complete applications must be submitted at least 30 days prior to the Commission meeting at which the public hearing and Commission action will take place.

**DRAFT**

## Process for Minor Sewer Service Area Plan Amendments

