

STATE OF MISSOURI
DEPARTMENT OF NATURAL RESOURCES
MISSOURI CLEAN WATER COMMISSION



CONSTRUCTION PERMIT

The Missouri Department of Natural Resources hereby issues a permit to:

Kelly Wolfe
Kelly Wolfe Onsite Lagoon
28019 Monroe Rd. 211
Shelbina, MO 63468

for the construction of (described facilities):

See attached.

Permit Conditions:

See attached.

Construction of such proposed facilities shall be in accordance with the provisions of the Missouri Clean Water Law, Chapter 644, RSMo, and regulation promulgated thereunder, or this permit may be revoked by the Department of Natural Resources (department).

As the department does not examine structural features of design or the efficiency of mechanical equipment, the issuance of this permit does not include approval of these features.

A representative of the department may inspect the work covered by this permit during construction. Issuance of a permit to operate by the department will be contingent on the work substantially adhering to the approved plans and specifications.

This permit applies only to the construction of water pollution control components; it does not apply to other environmentally regulated areas.

July 21, 2026
Effective Date

July 20, 2028
Expiration Date

Heather Peters, Director, Water Protection Program

CONSTRUCTION PERMIT

I. CONSTRUCTION DESCRIPTION

Construction of an approximately 94,000 gallon lagoon for a three-bedroom house and dog kennel generating 828 gallons per day (gpd) of wastewater. The lagoon will be monitored by the owner and pumped out when the lagoon reaches the 6 foot level.

This project will also include general site work appropriate to the scope and purpose of the project and all necessary appurtenances to make a complete and usable wastewater treatment facility.

II. COST ANALYSIS FOR COMPLIANCE

Pursuant to Section 644.145, RSMo, when issuing permits under this chapter that incorporate a new requirement for discharges from publicly owned combined or separate sanitary or storm sewer systems or publicly owned treatment works, or when enforcing provisions of this chapter or the Federal Water Pollution Control Act, 33 U.S.C. 1251 et seq., pertaining to any portion of a publicly owned combined or separate sanitary or storm sewer system or [publicly owned] treatment works, the Department of Natural Resources shall make a “finding of affordability” on the costs to be incurred and the impact of any rate changes on ratepayers upon which to base such permits and decisions, to the extent allowable under this chapter and the Federal Water Pollution Control Act. This process is completed through a cost analysis for compliance. Permits that do not include new requirements may be deemed affordable.

The department is not required to complete a cost analysis for compliance because the facility is not a combined or separate sanitary sewer system for a publically-owned treatment works.

III. CONSTRUCTION PERMIT CONDITIONS

The permittee is authorized to construct subject to the following conditions:

1. This construction permit does not authorize discharge.
2. All construction shall be consistent with plans and specifications signed and sealed by Kyle Pociask, P.E. with Four Points Land Surveying and Engineering, Inc. and as described in this permit.
3. The department must be contacted in writing prior to making any changes to the plans and specifications that would directly or indirectly have an impact on the capacity, flow, system layout, or reliability of the proposed wastewater treatment facilities or any design parameter that is addressed by 10 CSR 20-8, in accordance with 10 CSR 20-8.110(11).
4. State and federal law does not permit bypassing of raw wastewater, therefore steps must be taken to ensure that raw wastewater does not discharge during construction. If a sanitary sewer overflow or bypass occurs, report the appropriate information to the department’s Northeast Regional Office per 10 CSR 20-7.015(9)(G).

5. In addition to the requirements for a construction permit, 10 CSR 20-6.200 requires land disturbance activities of 1 acre or more to obtain a Missouri state operating permit to discharge stormwater. The permit requires best management practices sufficient to control runoff and sedimentation to protect waters of the state. Land disturbance permits will only be obtained by means of the department's ePermitting system available online at <https://dnr.mo.gov/data-e-services/missouri-gateway-environmental-management-mogem>. See <https://dnr.mo.gov/data-e-services/water/electronic-permitting-epermitting> for more information.
6. A United States Army Corps of Engineers (USACE) Clean Water Act Section 404 Department of the Army permit and a Section 401 Water Quality Certification issued by the department may be required for the activities described in this permit. This permit is not valid until these requirements are satisfied or notification is provided that no Section 404 permit is required by the USACE. You must contact your local USACE district since they determine what waters are jurisdictional and which permitting requirements may apply. You may call the department's Water Protection Program, Operating Permits Section at 573-522-4502 for more information. See <https://dnr.mo.gov/water/business-industry-other-entities/permits-certification-engineering-fees/section-401-water-quality> for more information.
7. All construction must adhere to applicable 10 CSR 20-8 (Chapter 8) requirements listed below.
 - Flood protection shall apply to new construction and to existing facilities undergoing major modification. The wastewater facility structures, electrical equipment, and mechanical equipment shall be protected from physical damage by not less than the one hundred (100)-year flood elevation. 10 CSR 20-8.140(2)(B), 10 CSR 20-8.130(2)(A)
 - Facilities shall be readily accessible by authorized personnel from a public right-of-way at all times. 10 CSR 20-8.140(2)(D), 10 CSR 20-8.130(3)(B).
 - No piping or other connections shall exist in any part of the wastewater treatment facility that might cause contamination of a potable water supply.
 - Enclose the pump and haul facility site with a fence designed to discourage the entrance of unauthorized persons and animals; 10 CSR 20-8.140(4)(A)2
 - Lagoon berms shall be constructed of relatively impervious material and compacted to at least ninety-five percent (95%) maximum dry density test method to form a stable structure. 10 CSR 20-8.200(5)(A)1.
 - The minimum berm width shall be eight feet (8') to permit access of maintenance vehicles. 10 CSR 20-8.200(5)(A)2.
 - Minimum freeboard shall be two feet (2'). 10 CSR 20-8.200(5)(A)3.

- An emergency spillway shall be provided that—
 - Prevents the overtopping and cutting of berms; 10 CSR 20-8.200(5)(A)4.A.
 - Is compacted and vegetated or otherwise constructed to prevent erosion; 10 CSR 20-8.200(5)(A)4.B. and
 - Has the ability for a representative sample to be collected, if discharging. 10 CSR 20-8.200(5)(A)4.C.
- The soil of the lagoon bottom shall be compacted with the moisture content between two percent (2%) below and four percent (4%) above the optimum water content and compacted to at least ninety-five percent (95%) maximum dry density test method. 10 CSR 20-8.200(5)(B)
- The lagoon shall be sealed to ensure that seepage loss is as low as possible and has a design permeability not exceeding 1.0×10^{-7} cm/sec. 10 CSR 20-8.200(5)(C)1.
- Seep collars shall be provided on drainpipes where they pass through the lagoon seal. 10 CSR 20-8.200(5)(C)4.
- The influent line(s) shall be located along the bottom of the lagoon so that the top of the pipe is just below the average elevation of the lagoon seal; however, there shall be an adequate seal below the pipe. 10 CSR 20-8.200(5)(D)3.
- The minimum thickness of the compacted clay liner must be twelve inches (12"). For permeability coefficients greater than 1.0×10^{-7} cm/sec or for heads over five feet (5') such as an aerated lagoon system, the following formula shall be used to determine minimum seal thickness, Equation 200-1 per 10 CSR 20-8.200(5)(C)2.:
Equation 200-1
$$t = \frac{H \times K}{5.4 \times 10^{-7} \text{ cm/sec}}$$

where:
K = the permeability coefficient of the soil in question;
H = the head of water in the lagoon; and
t = the thickness of the soil seal.
- Unlined corrugated metal pipe shall not be used for influent lines due to corrosion problems. 10 CSR 20-8.200(5)(D)1.

8. Upon completion of construction:

- Submit an electronic copy of the as built if the project was not constructed in accordance with previously submitted plans and specifications; and
- Submit the Statement of Work Completed form to the department in accordance with 10 CSR 20-6.010(5)(N) (<https://dnr.mo.gov/document-search/wastewater-construction-statement-work-completed-mo-780-2155>)

IV. REVIEW SUMMARY

1. CONSTRUCTION PURPOSE

Construction of an earthen basin and septic tank for a new facility for a dog kennel and three-bedroom house.

2. FACILITY DESCRIPTION

The Kelly Wolfe WWTF is located at 28019 Monroe Road 211, Shelbina, in Monroe County, Missouri. The facility has a design average flow of 828 gpd and serves a hydraulic population equivalent of approximately 8 people.

3. COMPLIANCE PARAMETERS

The facility will be required to monitor storage basin freeboard and contact the hauler when the basin needs to be pumped.

4. REVIEW of MAJOR TREATMENT DESIGN CRITERIA

- Storage Lagoon – Lagoon will be constructed and sealed with a 1-foot-thick clay liner due to the geohydrologic evaluation finding of slight overall geologic limitations and slight collapse potential performed at the lagoon site on March 25, 2026. The basin will have 3:1 side slopes, a depth from the top of the berm to the lagoon floor of 7 ft, with 2 ft for sludge depth, and 2 ft of freeboard plus 0.5 feet above emergency spillway. The operating depth is 2 ft. The basin is non-aerated, has a surface area of 0.1 acres, and a volume of 93,698 gallons. This provides approximately 113 days of retention at the proposed design flow. The storage lagoon is designed to be pumped to the minimum operating level of 2 feet when the lagoon reaches the 6 ft mark on the depth gauge. The berm width will be 8 ft. This lagoon site is going to be fenced.
- Septic Tank – A septic tank provides passive primary treatment as the settleable solids in raw wastewater settle onto the bottom of the tank. Raw wastewater will flow by gravity to the 1500-gallon septic tank. The septic tanks provide approximately 53 hours of detention at design average flow. The wastewater shall gravity flow into the lagoon. Settled solids in the septic tank shall be removed by a contract hauler.

5. OPERATING PERMIT

This facility is exempt from operating permit requirements as the wastewater is being hauled to a facility with a valid Missouri state operating permit [10 CSR 20-6.015(2)12]. The originator has a written contract with the hauler as required for the exemption.

V. NOTICE OF RIGHT TO APPEAL

If you were adversely affected by this decision, you may be entitled to an appeal before the Administrative Hearing Commission (AHC) pursuant to Section 621.250 RSMo. To appeal, you must file a petition with the AHC within 30 days after the date this decision was mailed or the date it was delivered, whichever date was earlier. If any such petition is sent by registered mail or certified mail, it will be deemed filed on the date it is mailed; if it is sent by any method other than registered mail or certified mail, it will be deemed filed on the date it is received by the AHC. Any appeal should be directed to:

Administrative Hearing Commission
U.S. Post Office Building, Third Floor
131 West High Street, P.O. Box 1557
Jefferson City, MO 65102-1557
Phone: 573-751-2422
Fax: 573-751-5018
Website: <https://ahc.mo.gov>

Megan Hutchcraft
Engineering Section
Megan.hutchcraft@dnr.mo.gov

Chia-Wei Young, P.E.
Engineering Section
Chia-wei.young@dnr.mo.gov



MISSOURI DEPARTMENT OF NATURAL RESOURCES
WATER PROTECTION PROGRAM
**APPLICATION FOR CONSTRUCTION PERMIT –
WASTEWATER TREATMENT FACILITY**

FOR DEPARTMENT USE ONLY

APP NO.	CP NO.
FEE RECEIVED	CHECK NO.
DATE RECEIVED	

APPLICATION OVERVIEW

The Application for Construction Permit – Wastewater Treatment Facility form has been developed in a modular format and consists of Part A and B. **All applicants must complete Part A.** Part B should be completed for applicants who currently land-apply wastewater or propose land application for wastewater treatment. **Please read the accompanying instructions before completing this form. Submittal of an incomplete application may result in the application being returned.**

PART A – BASIC INFORMATION

1.0 APPLICATION INFORMATION (Note – If any of the questions in this section are answered NO, this application may be considered incomplete and returned.)

- 1.1 Is this a Federal/State funded project? ☐ YES ☐ N/A Funding Agency: _____ Project #: _____
- 1.2 Has the Missouri Department of Natural Resources approved the proposed project's antidegradation review?
☐ YES Date of Approval: _____ ☐ N/A
- 1.3 Has the department approved the proposed project's facility plan*?
☐ YES Date of Approval: _____ ☐ NO (If No, complete No. 1.4.)
- 1.4 [Complete only if answered No on No. 1.3.] Is a copy of the facility plan* for wastewater treatment facilities included with this application?
☐ YES ☐ NO ☐ Exempt because _____
- 1.5 Is a copy of the appropriate plans* and specifications* included with this application?
☐ YES Denote which form is submitted: ☐ Hard copy ☐ Electronic copy (See instructions.) ☐ NO
- 1.6 Is a summary of design* included with this application? ☐ YES ☐ NO
- 1.7 Has the appropriate operating permit application (A, B, or B2) been submitted to the department?
☐ YES Date of submittal: _____
☐ Enclosed is the appropriate operating permit application and fee submittal. Denote which form: ☐ A ☐ B ☐ B2
☐ N/A: However, In the event the department believes that my operating permit requires revision to permit limitation such as changing equivalent to secondary limits to secondary limits or adding total residual chlorine limits, please share a draft copy prior to public notice? ☐ YES ☐ NO
- 1.8 Is the facility currently under enforcement with the department or the Environmental Protection Agency? ☐ YES ☐ NO
- 1.9 Is the appropriate fee or JetPay confirmation included with this application? ☐ YES ☐ NO
See Section 7.0

* Must be affixed with a Missouri registered professional engineer's seal, signature and date.

2.0 PROJECT INFORMATION

2.1 NAME OF PROJECT	2.2 ESTIMATED PROJECT CONSTRUCTION COST \$
2.3 PROJECT DESCRIPTION	
2.4 SLUDGE HANDLING, USE AND DISPOSAL DESCRIPTION	
2.5 DESIGN INFORMATION A. Current population: _____; Design population: _____ B. Actual Flow: _____ gpd; Design Average Flow: _____ gpd; Actual Peak Daily Flow: _____ gpd; Design Maximum Daily Flow: _____ gpd; Design Wet Weather Event: _____	
2.6 ADDITIONAL INFORMATION A. Is a topographic map attached? ☐ YES ☐ NO B. Is a process flow diagram attached? ☐ YES ☐ NO	

3.0 WASTEWATER TREATMENT FACILITY

NAME		TELEPHONE NUMBER WITH AREA CODE		E-MAIL ADDRESS	
ADDRESS (PHYSICAL)		CITY		STATE	ZIP CODE COUNTY

Wastewater Treatment Facility: Mo-	(Outfall	Of	)
------------------------------------	----------	----	---

3.1 Legal Description: _____ 1/4, _____ 1/4, _____ 1/4, Sec. _____, T _____, R _____
(Use additional pages if construction of more than one outfall is proposed.)

3.2 UTM Coordinates Easting (X): _____ Northing (Y): _____
For Universal Transverse Mercator (UTM), Zone 15 North referenced to North American Datum 1983 (NAD83)

3.3 Name of receiving streams:

4.0 PROJECT OWNER

NAME		TELEPHONE NUMBER WITH AREA CODE		E-MAIL ADDRESS	
ADDRESS		CITY		STATE	ZIP CODE

5.0 CONTINUING AUTHORITY: A continuing authority is a company, business, entity or person(s) that will be operating the facility and/or ensuring compliance with the permit requirements.

NAME		TELEPHONE NUMBER WITH AREA CODE		E-MAIL ADDRESS	
ADDRESS		CITY		STATE	ZIP CODE

5.1 A letter from the continuing authority, if different than the owner, is included with this application. ☐ YES ☐ NO ☐ N/A

5.2 COMPLETE THE FOLLOWING IF THE CONTINUING AUTHORITY IS A MISSOURI PUBLIC SERVICE COMMISSION REGULATED ENTITY.

A. Is a copy of the certificate of convenience and necessity included with this application? ☐ YES ☐ NO

5.3 COMPLETE THE FOLLOWING IF THE CONTINUING AUTHORITY IS A PROPERTY OWNERS ASSOCIATION.

A. Is a copy of the as-filed restrictions and covenants included with this application? ☐ YES ☐ NO

B. Is a copy of the as-filed warranty deed, quitclaim deed or other legal instrument which transfers ownership of the land for the wastewater treatment facility to the association included with this application? ☐ YES ☐ NO

C. Is a copy of the as-filed legal instrument (typically the plat) that provides the association with valid easements for all sewers included with this application? ☐ YES ☐ NO

D. Is a copy of the Missouri Secretary of State's nonprofit corporation certificate included with this application? ☐ YES ☐ NO

6.0 ENGINEER

ENGINEER NAME / COMPANY NAME		TELEPHONE NUMBER WITH AREA CODE		E-MAIL ADDRESS	
ADDRESS		CITY		STATE	
				ZIP CODE	

[illegible]

☐ CHECK NUMBER ☐ JETPAY CONFIRMATION NUMBER

CHECK NUMBER JETPAY CONFIRMATION NUMBER

8.0 PROJECT OWNER: I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

PROJECT OWNER SIGNATURE _____

PRINTED NAME: <u>John F. McD</u>	DATE: _____
----------------------------------	-------------

PRINTED NAME: <u>John F. McD</u>	DATE: _____
----------------------------------	-------------

TITLE OR CORPORATE POSITION	TELEPHONE NUMBER WITH AREA CODE	E-MAIL ADDRESS
-----------------------------	---------------------------------	----------------

TITLE OR CORPORATE POSITION	TELEPHONE NUMBER WITH AREA CODE	E-MAIL ADDRESS
-----------------------------	---------------------------------	----------------

TITLE OR CORPORATE POSITION	TELEPHONE NUMBER WITH AREA CODE	E-MAIL ADDRESS
-----------------------------	---------------------------------	----------------

Mail completed copy to:	MISSOURI DEPARTMENT OF NATURAL RESOURCES WATER PROTECTION PROGRAM P.O. BOX 176 JEFFERSON CITY, MO 65102-0176
-------------------------	---

END OF PART A.

REFER TO THE APPLICATION OVERVIEW TO DETERMINE WHETHER PART B NEEDS TO BE COMPLETE.

PART B – LAND APPLICATION ONLY

(Submit only if the proposed construction project includes land application of wastewater.)

8.0 FACILITY INFORMATION

8.1 Type of wastewater to be irrigated: ☐ Domestic ☐ State/National Park ☐ Seasonal business
☐ Municipal ☐ Municipal with a pretreatment program or significant industrial users
☐ Other (explain) _____

8.2 Months when the business or enterprise will operate or generate wastewater:
☐ 12 months per year ☐ Part of the year (list months): _____

8.3 This system is designed for:
☐ No-discharge.
☐ Partial irrigation when feasible and discharge rest of time.
☐ Irrigation during recreational season, April – October, and discharge during November – March.
☐ Other (explain) _____.

9.0 STORAGE BASINS

9.1 Number of storage basins: _____ (Use additional pages if greater than three basins.)

9.2 Type of basins: ☐ Steel ☐ Concrete ☐ Fiberglass ☐ Earthen ☐ Earthen with membrane liner

9.3 Storage basin dimensions at inside top of berm (feet). Report freeboard as feet from top of berm to emergency spillway or overflow pipe.

Basin #1: Length _____	Width _____	Depth _____	Freeboard _____	Depth _____	Safety _____	% Slope _____
Basin #2: Length _____	Width _____	Depth _____	Freeboard _____	Depth _____	Safety _____	% Slope _____
Basin #3: Length _____	Width _____	Depth _____	Freeboard _____	Depth _____	Safety _____	% Slope _____

9.4 Storage Basin operating levels (report as feet below emergency overflow level).

Basin #1: Maximum operating water level _____ ft	Minimum operating water level _____ ft
Basin #2: Maximum operating water level _____ ft	Minimum operating water level _____ ft
Basin #3: Maximum operating water level _____ ft	Minimum operating water level _____ ft

9.5 Design depth of sludge in storage basins.
 Basin #1: _____ ft Basin #2: _____ ft Basin #3: _____ ft

9.6 Existing sludge depth, if the basins are currently in operation.
 Basin #1: _____ ft Basin #2: _____ ft Basin #3: _____ ft

9.7 Total design sludge storage: _____ dry tons and _____ cubic feet

10.0 LAND APPLICATION SYSTEM

10.1 Number of irrigation sites _____ Total Acres _____ Maximum % field slopes _____

Location: _____ 1/4, _____ 1/4, _____ 1/4, _____ 1/4	Sec. _____ T _____ R _____	County _____	Acres _____
Location: _____ 1/4, _____ 1/4, _____ 1/4, _____ 1/4	Sec. _____ T _____ R _____	County _____	Acres _____
Location: _____ 1/4, _____ 1/4, _____ 1/4, _____ 1/4	Sec. _____ T _____ R _____	County _____	Acres _____

(Use additional pages if greater than three irrigation sites.)

10.2 Type of vegetation: ☐ Grass hay ☐ Pasture ☐ Timber ☐ Row crops
☐ Other (describe) _____

10.3 Wastewater flow (dry weather) gallons per day: Average annual _____ Seasonal _____ Off-season _____

10.4 Land application rate (design flow including 1-in-10 year storm water flows):
 Design: _____ inches/year _____ inches/hour _____ inches/day _____ inches/week
 Actual: _____ inches/year _____ inches/hour _____ inches/day _____ inches/week

10.5 Total irrigation per year (gallons): Design: _____ gal Actual: _____ gal

10.6 Actual months used for irrigation (check all that apply):
☐ Jan ☐ Feb ☐ Mar ☐ Apr ☐ May ☐ Jun ☐ Jul ☐ Aug ☐ Sep ☐ Oct ☐ Nov ☐ Dec

10.7 Land application rate is based on:
☐ Hydraulic Loading ☐ Other (describe) _____
☐ Nutrient Management Plan (N&P) If N&P is selected, is the plan included? ☐ YES ☐ NO

INSTRUCTIONS FOR COMPLETING APPLICATION FOR CONSTRUCTION PERMIT – WASTEWATER TREATMENT FACILITIES

All blanks must be filled in when the application is submitted to the Missouri Department of Natural Resources. This includes the **required signature**.

Note: Use the form Application for Construction Permit – Sewer Extension, MO 780-1632, if only collection system component(s) are to be constructed.

A land disturbance permit is required if construction will result in the disturbance of one or more acres of land. A land disturbance permit is available through the department's ePermitting system at dnr.mo.gov/env/wpp/epermit/help.htm. A permit fee in accordance with 10 CSR 20-6.011 is required.

After receiving a complete application, the Department enters the application information into the Missouri Clean Water Information System. You may search for the status of a construction permit online at dnr.mo.gov/mocwis_public/applicationInprocessSearch.do.

Part A – Basic Application Information

- 1.0 If the answer to any of the questions in this section is no, this application may be considered incomplete and returned to the applicant.
- 1.1 Check the appropriate box. If the project is funded with federal or state monies, supply the funding agency name and project number.
- 1.2 Check the appropriate box. Provide the date of department approval for the antidegradation report. Include a copy of the approved *Water Quality and Antidegradation Review* with this application. Not every construction project may require an antidegradation review. For more information, guidance documents and forms concerning antidegradation visit dnr.mo.gov/env/wpp/permits/antideg-implementation.htm.
- 1.3 Check the appropriate box and provide the date of department approval. Per 10 CSR 20-8.110(2), a facility plan must be submitted to the department prior to the submittal of a construction permit application. The department has developed a fact sheet to aid in the development of an approvable facility plan, Facility Plan Guidance for Wastewater Treatment Facilities, Fact Sheet--PUB2416.
- 1.4 Complete only if No. 1.3 is answered No. Check the appropriate box. Include the exemption reason from 10 CSR 20-6.010(4)(B).
- 1.5 Check the appropriate box. Provide a copy of the appropriate plans and specifications for department review when applying for a construction permit per 10 CSR 20-8.110 and 10 CSR 20-6.010. A Missouri registered professional engineering seal, signature and date is required on each sheet of the plans and the cover of the technical specifications. An electronic copy of the construction permit application and the information listed below in Portable Document Format (PDF) searchable format or department approved equivalent per 10 CSR 20-6.010(5)(G), along with one (1) paper copy for projects not seeking department funding or two (2) paper copies for projects seeking department funding under 10 CSR 20-4.
- 1.6 Check the appropriate box. A summary of design shall accompany the plans and specifications when applying for a construction permit per 10 CSR 20-6.010(5)(G) and 10 CSR 20-8.110(8). The department has developed a fact sheet to aid in the development of an acceptable summary of design. This document is available online at dnr.mo.gov/pubs/pub2417.htm.
- 1.7 Check the appropriate box if an operating permit modification is needed. Include the applicable operating permit application. New outfalls, discharges, projects converting to land application, or a lagoon upgrade require an operating permit modification application. Contact the Department for clarification. Projects that may not need an operating permit modification check the N/A box and indicate whether you want to review the draft prior to public notice should the Department determine a modification is required. The Department can modify your operating permit without an application for projects that are adding chlorine disinfection, constructing to meet current operating permit limits, or constructing to meet limits in a schedule of compliance.
 - Form A is available online at dnr.mo.gov/forms/780-1479-f.pdf.
 - Form B is available online at dnr.mo.gov/forms/780-1512-f.pdf.
 - Form B2 is available online at dnr.mo.gov/forms/780-1805-f.pdf.
- 1.8 Check the appropriate box. More information about the Compliance and Enforcement Water Protection Program is available online at dnr.mo.gov/env/wpp/enf/index.html.

- 1.9 Check the appropriate box. Include payment or payment confirmation for the fee with your application. See 10 CSR 20-6.011(2) and Wastewater Treatment Facility Permit Fees -- PUB2564.
- Note:** The department returns incomplete construction permit applications and related engineering documents and the application forfeits the fees. See 10 CSR 20-6.011(5)(A). The applicant forfeits the fees when the applicant withdraws construction applications. See 10 CSR 20-6.011(5)(B).
- 2.1 Provide the name of the proposed construction project.
- 2.2 Provide the estimated project construction cost. The estimated and final project construction cost will be useful to the department in conducting affordability analyses.
- 2.3 Briefly describe the construction project by providing the number and capacity of each new unit.
- 2.4 Briefly describe the method of sludge handling, use and disposal at the treatment facility.
- 2.5 Provide the project design information and when required in the units specified.
- A. Provide the current population and the design population to be served by the wastewater treatment facility.
- B. Provide the estimated design flow information in accordance with 10 CSR 20-8.110(3).
- 2.6 Provide the additional project information in accordance with 10 CSR 20-8.110(5).
- A. Attach a topographic map of the area extending at least one mile beyond the facility property boundaries. This map must show the outline of the facility and the following information. A topographic map is available online at dnr.mo.gov/internetmapviewer or from the Department of Natural Resources' Missouri Geological Survey in Rolla, Mo., at 573-368-2125. (Submittals of more than one map may be necessary to show the entire area.)
1. The area surrounding the wastewater treatment facility, including all unit processes.
 2. The major pipes or other structures through which wastewater enters the treatment facility and the pipes or other structures through which treated wastewater is discharged from the treatment facility. Include outfalls from bypass piping, if applicable.
 3. The actual point of discharge.
 4. Wells, springs, other surface water bodies and drinking water wells that are: 1) within ¼ mile of the property boundaries of the treatment facility and 2) listed in public record or otherwise known to the applicant.
 5. Any areas where biosolids produced by the treatment facility are treated, stored, or disposed.
 6. If the treatment facility receives waste classified as hazardous under the Resource Conservation and Recovery Act, or RCRA, by truck, rail, or special pipe, show on the map where hazardous waste enters the treatment works and where it is treated, stored or disposed.
 7. Outline any wastewater land application sites.
- B. Provide a process flow diagram with the influent and effluent design average flow and peak flow capabilities. Also, depict all of the treatment facility components and the corresponding hydraulic capacities of each component. In addition, include all recycle flows in the diagram. If land application is used, depict all irrigation equipment and application sites.
- 3.0 Complete the Wastewater Treatment Facility information. Include the Missouri State Operation Permit number, outfall number, physical location, and other appropriate contact information.
- 3.1 Provide the project legal description. The department's mapping system is available online at dnr.mo.gov/internetmapviewer.
- 3.2 A Global Positioning System, or GPS, is a satellite-based navigation system. The department prefers that a GPS receiver is used and the displayed coordinates submitted. If access to a GPS receiver is not available, use a mapping system to approximate the coordinates.
- 3.3 Provide the name of the receiving stream(s) to which the discharge is directed and any subsequent tributary until a continuous flowing stream is reached.
- 4.0 Complete Project Owner information. Include the legal name, address, phone number with area code and email address.
- 5.0 Complete Continuing Authority contact information. If same as the Project Owner, write "Same as above". A continuing authority is a company, business, entity or person(s) that will be operating the facility and/or ensuring compliance with the permit requirements. A continuing authority is not, however, an entity or individual that is contractually hired by the permittee to sample or operate and maintain the system for a defined time period, such as a certified operator or analytical laboratory. To access the regulatory requirement regarding continuing authority, 10 CSR 20-6.010(2), please visit <https://s1.sos.mo.gov/cmsimages/adrules/csr/current/10csr/10c20-6.pdf>. A continuing authority's name must be listed exactly as it appears on the Missouri Secretary of State's (SoS's) webpage: <https://bsd.sos.mo.gov/BusinessEntity/BESearch.aspx?SearchType=0>, unless the continuing

authority is an individual(s), government, or otherwise not required to register with the SoS. See 10 CSR 20-6.010(2) for the regulatory requirement regarding continuing authority.

- 5.1 Check the appropriate box. Include a letter signed by the continuing authority (if not same as the project owner) stating they will “accept, operate and maintain” the wastewater treatment facility after successful construction. If the continuing authority will not accept and agree to operate and maintain the wastewater treatment facility, this application will be considered incomplete.
- 5.2 Complete if the continuing authority is a Missouri Public Service Commission, or PSC, regulated entity. See 10 CSR 20-6.010(2)(B)3 for more information. This information is not necessary for existing wastewater treatment facilities currently permitted with a PSC entity as owner and continuing authority.
- 5.3 Complete if the continuing authority is a property owners association. See 10 CSR 20-6.010(2)(B)5 for more information. This information is not necessary for existing wastewater treatment facilities currently permitted with the property owners association as owner and continuing authority.
- 6.0 Complete Engineer contact information.
- 7.0 Check the appropriate box and include check or confirmation number. Applicants can pay fees online by credit card or eCheck through a system called JetPay.
- Per Section 37.001, RSMo, a transaction fee will be included. The transaction fee is paid to the third party vendor JetPay, not the Department of Natural Resources.
 - Be sure to select the correct fee type and corresponding URL to ensure your payment is applied appropriately. If you are unsure what type of fee to pay, please contact the Water Protection Program’s Budget, Fees, and Grants Management Unit by phone at (573) 522-1485 for assistance.
 - Upon successful completion of your payment, JetPay provides a payment confirmation. Submit this form with a copy of the payment confirmation if requesting a new permit or a permit modification. For permit renewals of active permits, the Department will invoice fees annually in a separate request.
 - If you are unable to make your payment online, but want to pay with credit card, you may email your name, phone number, and invoice number, if applicable, WPPFEES@dnr.mo.gov. The Budget, Fees, and Grants Management Unit will contact you to assist with the credit card payment. **Please do not include your credit card information in the email.**
 - Applicants can find fee rates in 10 CSR 20-6.011 and Wastewater Treatment Facility Permit Fees -- PUB2564 (<https://dnr.mo.gov/pubs/pub2564.htm>).

WP 04 Construction Permits: <https://magic.collectorsolutions.com/magic-ui/payments/mo-natural-resources/592/>

- 8.0 The owner of the construction project must sign the application.

Part B – Land Application

Complete Part B only if the proposed construction project includes land application of wastewater from a treatment facility.

- 8.0 Provide the applicable Facility Information land application information. Check the appropriate boxes.
- 9.0 Provide the applicable Storage Basins information. Check the appropriate boxes.
- Freeboard – The depth from the top of the berm to the emergency spillway. Minimum depth • is one foot.
 - Safety Volume – The depth to contain the 25-year, 24-hour storm event. Minimum depth is • one foot.
 - Maximum Operating Water Level – The water level at the bottom of the safety volume. • Minimum depth is two feet below the top of the berm.
 - Minimum Operating Water Level – The water level above the bottom of the lagoon basin for • seal protection. Minimum depth is two feet and may be greater when additional treatment volume is included.
 - Total Depth is from the top of the berm to the bottom of the lagoon basin including freeboard. •
- 10.0 Provide the applicable Land Application System information. Check the appropriate boxes.
- 10.7 Check the appropriate box. If the land application rate is based on a Nutrient Management Plan, or N and P, include the plan with this application for department review.

Mail the completed form and applicable fee to the department.

If there are any questions concerning this form, please contact the Department of Natural Resources, Water Protection Program at 800-361-4827 or 573-751-1300 or visit dnr.mo.gov/env/wpp.