

METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

**SEWERAGE SYSTEM PERMIT APPLICATION
MINIMUM SUBMITTAL REQUIREMENTS CHECKLIST**

Before the MWRD can accept a Sewerage System Permit application, assign it a permit application number, and initiate engineering review, the submittal must include all the items listed below. Incomplete permit applications will be returned, unreviewed, to the applicant.

1. Permit application forms – 4 copies (must use current form, as available on District website, at www.mwrdd.org.)
2. Municipality's (Permittee's) signature on permit form (page 8)
3. Owner/developer's (Co-Permittee's) signature on permit form (page 8)
4. Design Engineer's signature and seal on permit form (page 7)
5. Municipal/Systems Engineer's signature and seal on permit form (page 7)
6. Inspection Engineer's signature and seal on permit form (page 7)
7. Permit Fee (personal checks or cash are not acceptable)
8. Plan drawings (4 copies)

Please note that permit application submittals may also have to be returned for other reasons (for example, illegibility).

If you have any questions, please contact the MWRD Engineering Department, Local Sewer Systems Section at (312)751-3255.