

## WATERSHED MANAGEMENT PERMIT

WMO AUTHORIZED MUNICIPALITY PERMIT FORM

## METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

111 EAST ERIE STREET, CHICAGO, IL 60611

www.MWRD.org

## INSTRUCTIONS FOR OBTAINING A PERMIT NUMBER

Complete this form and transmit via U.S. Mail or email. If attachments are required, they must accompany this form in the indicated format. Review by the District will begin once a complete permit application package is received. NOTE: Do not use this form for municipality projects.

Permittee/Municipality		
Co-Permittee/Owner		
Project Name		
Location (street address)		
Design Engineer		
Property Identification Nos.		
APPLICABILITY OF DISTRICT REVIEW (Includes Schedules: 🗌 B & C	$\Box D-Legacy \Box E \Box F \Box G \Box O$	
	□ No	
If yes, one (1) complete permit application package is required to initiate Distr issued until approval from the District, via the signature in the below box, is ob		
If no, Authorized Municipality shall issue the permit without District review.		
Attachments       (One copy of each required)         Application and Schedules:		
CONTACT INFORMATION Permit number will be emailed to the contact listed below. Name Title	The following permit fees are required to be paid to the District as detailed on the reverse of this form:	
Title	\$00	
Phone Email	The Authorized Municipality shall ensure payment of the above amount, plus any amount resulting from permit revisions	
If mailing, send this form, with a complete permit application package to: Metropolitan Water Reclamation District of Greater Chicago Local Sewer Systems Section 111 East Erie Street Chicago, IL 60611	during construction. It is the sole responsibility of the Authorized Municipality to collect all permit fees from the Co- Permittee	
If emailing, send this form and scanned permit documents to: <u>WMOInbox@mwrd.org</u>	For all questions, call: (312) 751-3255	
FOR DISTRICT USE ONLYAPPROVAL	TO ISSUE PERMIT	
Reviewed by:(Local Sewer Systems Section)	Date:	
Approved by:	Date:	
(For the Director of Engineering)		

Permit Number:

## WMO AUTHORIZED MUNICIPALITY PERMIT FORM

- 1. **APPLICABILITY:** This form shall be used by an Authorized Municipality to obtain a District permit number and request review by the District for development activities in which the work consists of:
  - A. Qualified sewer construction within the District's corporate boundaries and/or service areas.
  - B. Direct connection to District interceptors, reservoirs, facilities, or TARP structures.
  - C. New or reconstructed sewer, drainage, or detention outfalls to the waterways or Lake Michigan, within Cook County.
  - D. Reconfiguration of existing major or minor storm water systems which alter the service area of a permitted or existing detention facility.
  - E. Modifications to a permitted or existing detention facility.
  - F. Discharging storm water directly to District property.
  - G. Non-residential septic or private treatment systems proposing a connection to a sanitary sewer.
- 2. INSTRUCTIONS FOR FILING FORMS: Submit typed form in hard copy or electronically via email; complete all applicable information; do not leave any blank spaces; use "X" for checking applicable information. If review by the District is required, submit one (1) copy of a completed permit application package, including all schedules, submittals, specifications, location maps and plans. The attachments may be sent in hard copy or electronic format, but in no case shall the permit application pages, with all applicable schedules, not be included with this form. Address all correspondence to Local Sewer Systems Section; for any inquiries or assistance, call (312) 751-3255.

Upon receipt of this form, a permit number will be issued by the District and sent via email to the indicated contact.

Upon completion of applicable District review, this form will be signed and transmitted to the Authorized Municipality for inclusion in the issued permit. No permit shall be issued by the Authorized Municipality without this signed form as proof of District approval unless District review is not required.

3. **INSPECTION BY THE DISTRICT:** Give advance notice of at least two (2) business days before any qualified work is started (telephone (708) 588-4055). Failure to give advance notice and make written submittal as required constitutes a violation of the Watershed Management Ordinance.

The Authorized Municipality shall not approve final inspection or close out a permit that requires District approval without a completed and approved inspection report by the District. The inspection report will be issued to the Authorized Municipality (bottom portion of this form) upon inspection approval.

4. **PERMIT FEES:** The permit fee to be paid is \$5 per linear foot of qualified sewer plus \$250 for Schedules E and O, if applicable. If not submitted by the Co-Permittee, the Authorized Municipality will be responsible for the following fees as detailed below:

	Linear feet of qualified sewer x \$5.00 / linear foot	\$ .00
	Schedule E is included in the permit (if so, enter \$250.00 here)	\$ .00
	Schedule O is included in the permit (if so, enter \$250.00 here)	\$ .00
TOTAL PER	MIT FEES TO BE PAID BY AUTHORIZED MUNICIPALITY:	\$ .00

- 5. **REVOCATION:** In issuing this permit number and/or approval, the District has relied upon the statements and representations made by the Applicant or his/her agent. Any incorrect statements or misrepresentations shall be cause for revocation of this approval, and all rights of the Applicant hereunder shall immediately become null and void.
- **6.** Upon completion of the entire project and close-out of the issued permit, a copy of the executed Request for Final Inspection (RFI) shall be sent to the District Field Office, located at 6001 S. Pershing Ave, Cicero, IL 60804.

FOR DISTRICT US	E ONLY	INSPECTION REPORT		
Comments:				
APPROVAL BY	Y METROPOLITAN WA	TER RECLAMATON DISTRICT		
The project has been inspected and is hereby approved. This approval does not constitute a release from other obligations under the Watershed Management Ordinance.				
Date:				
	Area Inspector	Area Engineer/Field Supervisor		