

## **Process for requesting a Sanitary Sewer Extension Reviews and Issuance of Water Quality Management Review ('208') Letter from the Bay-Lake Regional Planning Commission:**

The Bay-Lake Regional Planning Commission ("BLRPC") performs conformance reviews of public sanitary sewer extensions, facilities plans, and plumbing plans, and issues subsequent Water Quality Management Letters (often referred to as '208' letters).

The Sewer Service Areas under the water quality management jurisdiction of BLRPC include:

- the cities of Manitowoc and Two Rivers, and the village of Mishicot in Manitowoc County;
  - the city of Marinette in Marinette County; and
  - the cities of Sheboygan and Sheboygan Falls, the Villages of Howards Grove and Kohler, and the towns of Herman, Lima, Mosel, Sheboygan, Sheboygan Falls, and Wilson in Sheboygan County.
- To request a water quality management review letter from BLRPC, submit a letter providing an explanation of the proposed project/activity along with detailed location map(s) to:

**Angela M. Pierce**  
**Natural Resources Planner III**  
**Bay-Lake Regional Planning Commission**  
**441 South Jackson Street**  
**Green Bay, WI 54301**

Note regarding digital maps: Submission of digital engineering maps will help speed our review process. If possible, please submit engineering maps via e-mail to [apierce@baylakerpc.org](mailto:apierce@baylakerpc.org).

- **Requests must be accompanied by a check in the amount of \$200.00 made payable to the "Bay-Lake Regional Planning Commission."**
- SSA reviews and subsequent '208' letters will take no more than 30 days to complete, any requests needed in less than 30 days, should be expedited (see below).
- **A review and '208' letter issuance will be expedited upon request. An expedited request is filled within 10 business days. Expedited requests require an additional payment of \$100.00.**

If you have questions, contact Angela Pierce with the Commission at (920) 448-2820.

## **Does my plumbing project require a water quality management (WQM) letter?**

Question 1: Does the project require plumbing plan review, convey sewage to a municipal sewer, and will it be located in a sewer service area (listed above)?

If no to any part of Question 1, a WQM letter is not required.

If yes to all parts of Question 1, answer Question 2.

Question 2: Will the project create a new private interceptor main sewer (PIMS) or extend and existing PIMS.

If yes to Question 2, a WQM letter is required.

If no to Question 2, then answer Question 3.

Question 3: Will the project discharge more than 54 drainage fixture units to the proposed building sewer?

If no to Question 3, a WQM letter is not required.

If yes to Question 3, answer Question 4.

Question 4: Will the new building sewer be installed to connect to a PIMS or will the proposed building sewer connect to a point outside the lot line or private easement to a municipal sewer?

If yes to Question 4, a WQM letter is required.

If no to Question 4, a WQM letter is not required.