



PERMIT APPLICATION
FOR COMMUNITY WATER SUPPLY SYSTEMS
(CONSTRUCTION – ALTERATION – ADDITION OR IMPROVEMENT)
AS DESCRIBED HEREIN
Required under the Authority of 1976 PA 399, as amended (Act 399).

This application form is not an Act 399 Permit. A permit will be generated and issued by authorized Michigan Department of Environment, Great Lakes, and Energy staff. See [EGLE - Instructions and Explanation for Permit Application for Water Supply Systems \(Michigan.gov\) \(EQP5877a\)](#) for additional information to complete and submit this application.

Water Supply Details

This application is for the following Type I Public Water Supply System.

Public Water Supply ID (PWSID): _____

Public Water Supply (PWS) Name: _____

Water Supply Representative

Please provide the following details about the Water Supply Representative to serve as the primary contact for the PWS.

Contact Name: _____

Title: _____

Email Address: _____ Phone Number: _____

Design Engineer Details (Primary Project Designer)

Please provide the following details about the person that is primarily responsible for design of the project.

Is the Design Engineer preparing this application? ☐ Yes ☐ No

Design Engineer Name: _____

Design Engineer License Number: _____

Engineering Firm Name: _____

Email Address: _____ Phone Number: _____

Project Construction Inspection

Indicate who will provide project construction inspection.

☐ Water Supply

☐ Design Engineer

☐ Other – Name/Email/Phone/Address: _____

Project Details

Provide details about the project.

Project Name: _____

(Provide phase number if project is segmented.)

Purpose: ☐ Alteration ☐ New Development ☐ Replacement

Location (city, village, township): _____

County (location of project): _____

Facilities Summary: Provide a brief narrative of the proposed project, limited to 1,000 characters. Details of each individual facility will be required in the Facility Details section below. Applications without adequate facilities descriptions will be denied.

Proposed Facilities

Check all Facility Types that apply:

☐ Main(s) ☐ Well(s) ☐ Storage Tank(s) ☐ Pump(s) ☐ Treatment Process ☐ Other

Facility Details

For each Facility Type selected, provide at least the relevant information described in the corresponding table. Expected responses are provided as a footnote to each table. Use additional sheets if needed. Applications without adequate Facilities Details will be denied.

Main Facility

Length (ft.)	Size (in.)	Material	Construction Type	Segment Description

Material: Concrete, Cured-in-Place Pipe (CIPP), Ductile Iron (DI), High Density Polyethylene (HDPE), Molecularly-Oriented PVC (PVC), Other, Polyvinyl Chloride (PVC), Steel.

Construction Type: Water Main Expansion, Replacement or Rehabilitation, Minor Repair(s), New Appurtenance(s).

Segment Description: Identify this stretch of water main. Roads and intersections are commonly used.

EXAMPLE – Installed along Lake Street from 1st Avenue to 5th Avenue.

Well Facility

Diameter (in.)	Depth (ft.)	Capacity (GPM)	Well Pump Type	Construction Type	Comments – Include Well ID

Well Pump Type: Submersible, Vertical Turbine.

Construction Type: Replacement or Rehabilitation, Minor Repair(s), New Appurtenance(s), New Well(s).

Comments – Include Well ID: Briefly describe the work being done and the associated well. Include a Well ID, if applicable. Well ID to be sequential with existing and abandoned wells.

EXAMPLE – Pump upgrade and water level device install to East Well (WL004).

Tank Facility

Volume (gal.)	Tank Type	Construction Type	Comments – Include Storage ID and Number of Tanks

Tank Type: Below Ground Storage, Elevated, Ground, Hydropneumatic, Other.

Construction Type: Replacement or Rehabilitation, Minor Repair(s), New Appurtenance(s), New Tank(s).

Comments: Briefly describe the work being done and the associated tank(s). Include a Storage ID and number of tanks, if applicable.

EXAMPLE – Install mixing system and vent replacement to Hill Road Tower (ST301).

Pump Facility

TDH (ft.)	Capacity at Stated TDH (GPM)	Pump Type	Number of Pumps	Construction Type	Comments – Include Pump Facility ID

Pump Type: Horizontal Centrifugal, Other, Submersible, Vertical Turbine.

Construction Type: Replacement or Rehabilitation, Minor Repair(s), New Appurtenance(s), New Pump(s).

Comments – Include Pump ID: Briefly describe the work being done and the associated pump(s). Include a Pump Facility ID, if applicable.

EXAMPLE – Additional pump installed at Booster Station 3 (PF003).

Treatment

Construction Type	Related Treatment	Comments – Include Treatment Plant/Facility ID

Construction Type: Replacement or Rehabilitation, Minor Repair(s), New Appurtenance(s), New Treatment Process or Component.

Related Treatment: Corrosion Control, Disinfection, Filtration, Fluoridation, Other, Prefilter.

Comments: Briefly describe the work being done at the associated treatment site. Include a Treatment Facility ID, if applicable.

EXAMPLE – Media replacement at Hill Road facility (TP103); new IRP at South Street well facility (TP101).

Other

Type	Description

Type: Identify the facility type.

Examples – intake, PRV, etc.

Description: Briefly describe the work being done and the associated facility location.

Is a basis of design needed for any of these Facility Types?

☐ YES ☐ NO

If YES, remember to include a Basis of Design document as described in the permit instructions. For water main, complete the [Basis of Design \(EQP5877b\)](#) template.

If NO, explain why a basis of design is not needed.

1. Is the Water Supply a customer, wholesale purchaser, or bulk purchaser?

☐ YES ☐ NO

If YES, please provide the following details about the Seller Public Water Supply.

Seller PWS Name: _____

Seller PWSID: _____

Does the water service contract require water producer/seller to review and approve customer/wholesale/bulk purchaser water system construction plans?

☐ YES ☐ NO

If YES, please ensure that an approval letter from the water producer/seller is attached to the Permit Application to ensure faster processing of your request.

2. Are sealed and signed engineering plans attached? Please restrict engineering plans to drinking water utilities. Relevant product information should be included as applicable.

☐ YES ☐ NO

If NO, explain why engineering plans are not needed.

3. Are sealed and signed construction specifications attached? Specifications should be up-to-date and reflect current industry standards.

☐ YES ☐ NO

If NO, explain why construction specifications are not needed. Standard specifications need to be on file at EGLE. Provide the name and date of the specifications.

4. Was an evaluation of the project area for sites of contamination conducted? Please reference the [Contaminated Site Evaluation Checklist \(EQP5877c\)](#) for resources and guidance.

☐ YES ☐ NO

If NO, explain why no evaluation was required.

5. Is the project in or adjacent to a site of suspected or known soil or groundwater contamination? Please reference the [Contaminated Site Evaluation Checklist \(EQP5877c\)](#) for resources and guidance.
☐ YES ☐ NO
If YES, estimated contaminant location(s) must be shown and labeled on the plans and a summary of the contaminant nature and extent and other relevant information provided. The water system design must mitigate potential risks from the contamination. Areas of contamination should be avoided to the maximum extent possible. Part 201 and Part 213 of Act 451 requirements must be met, and any contaminated soil and groundwater must be appropriately managed if encountered.

6. Were Recommended Standards for Water Works, Suggested Practice for Water Works, American Water Works Association (AWWA) guidelines, and the requirements of Act 399 and its administration rules followed? If any standards cannot be met, "NO" must be checked.
☐ YES ☐ NO
If NO, explain which deviations were made and why, as described in the permit instructions.

7. Are all coatings, chemical additives, and construction materials ANSI/NSF or other adequate third-party approved?
☐ YES ☐ NO
If NO, describe what coatings, additives, or materials did not meet the applicable standard and why.

8. Are all water system facilities being installed in the public right-of-way or a dedicated utility easement?
☐ YES ☐ NO
If NO, demonstrate how access and control is available for future utility maintenance and repair.

For projects not located in the public right-of-way, include utility easements on the plans and provide adequate maintenance agreements outlining maintenance, repair, and operational responsibilities.

9. Is the project construction activity within a wetland (as defined by Section 324.30301(d) of Part 303, Act 451)?
☐ YES ☐ NO
If YES, a wetland permit has been or will be obtained.

10. Is the project construction activity within a 100-year floodplain (as defined by R 323.1311(e) of Part 31, Act 451, administrative rules)?
☐ YES ☐ NO
If YES, a floodplain permit has been or will be obtained.

11. Is the project construction activity within 500 feet of a lake, reservoir, or stream?
☐ YES ☐ NO
If YES, a Soil and Erosion Control Permit has been or will be obtained or indicate if the owner of the water supply is an Authorized Public Agency (APA) (Section 10 of Part 91, Act 451).
☐ Owner is APA

12. Will the proposed construction activity be part of a project involving the disturbance of five (5) or more acres of land?

☐ YES ☐ NO

If YES, is this activity regulated by the National Pollutant Discharge Elimination System (NPDES) storm water regulations?

☐ YES: NPDES Authorization to discharge storm water from construction activities has been or will be obtained.

☐ NO: Describe why activity is not regulated.

13. **OWNER'S CERTIFICATION:** The owner of the proposed facilities or the owner's authorized representative shall complete the owner's certification. It is anticipated that the owner will either be a governmental agency (city, village, township, county, etc.) or a private owner (individual, company, association, etc.) of a Type I public water supply.

I, _____, acting as the
(Owner's Name)

_____ for
(Title/Position)

(Entity owning proposed facilities)

certify that this project has been reviewed and approved as detailed by the Plans and Specification submitted under this application, and is in compliance with the requirements of 1976 PA 399, as amended, and its administrative rules.

Signature
(Certified electronic signature only)

Phone Number: _____

Please Note:

- a. Applicant must comply with requirements of the MISS DIG Underground Facility Damage Prevention and Safety Act, 2013 PA 174, as amended.
- b. All earth changing activities must be conducted in accordance with the requirements of Soil Erosion and Sedimentation Control, Part 91, Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (Act 451).
- c. All construction activity impacting wetlands must be conducted in accordance with Wetlands Protection, Part 303, Act 451.
- d. Intentionally providing false information in this application constitutes fraud which is punishable by fine and/or imprisonment.
- e. Where applicable for water withdrawals, the issuance of this permit indicates compliance with the requirements of Great Lakes Preservation, Part 327, Act 451.

If you need this information in an alternate format, contact EGLE-Accessibility@Michigan.gov or call 800-662-9278.

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This form and its contents are subject to the Freedom of Information Act and may be released to the public.