

Non-Domestic Wastewater Holding Tank Plan Approval Application

Notice: Under s.281.41, Wis. Stats. and ch. NR 213, Wis. Adm. Code, Department approval of non-domestic wastewater storage tanks is required prior to installation of the tank. Owners of proposed non-domestic wastewater holding tanks must complete and submit this Plan Approval Application form. Additional Department plan review and approval under s. 281.41, Wis. Stats., may be required as stated in Part III of this form. Personally identifiable information will be used for program administration and may be made available to requesters as required under Wisconsin Open Records law [ss. 19.31 – 19.39, Wis. Stats.].

Definitions: Wastewaters originating from plumbing fixtures and appliances such as sanitary (toilets), bath, laundry, dish washing, garbage disposal, and cleaning wastewaters are defined as **domestic wastewater**. Wastewater from restaurants is also generally considered as domestic wastewater. This wastewater is typically discharged from dwellings and from commercial establishments and is commonly called sewage. **Non-domestic wastewater** may include wastewater from any other source including industries, food processing operations, vehicle service facilities, vehicle storage facilities, kennels, car washes, and milkhouses. **Mixed wastewater** refers to a combination of domestic and non-domestic wastewater.

Instructions: Read and complete all parts of this form.

- Holding tanks that will only receive domestic wastewater require approval from the Wisconsin Department of Commerce. Do not use or submit this form for domestic-only wastewater holding tank proposals.
- If you plan to install a holding tank for non-domestic wastewater, or mixed non-domestic and domestic wastewater, complete and submit this form to the WDNR. If your proposed holding tank is for mixed non-domestic and domestic wastewater, you must also obtain approval from the Wisconsin Department of Commerce for the domestic wastewater component prior to installation.
- Submit completed form along with any supporting documentation or plan attachment if required by Part III of this form via one of the following methods:
 - Email: stephen.smith@wisconsin.gov
 - FAX: 608-267-2800
 - Mail: Steve Smith - WT/3, Department of Natural Resources, PO Box 7921, Madison, WI 53707-7921
- **Any approval granted under Part IV of this form will be void unless you submit the completed form with any required supplemental documentation or plans to the Department prior to commencing installation.**
- The Department of Natural Resources does NOT charge a fee for plan review.

All information must be completed for an approval to be valid.

Part I - Applicant Information			
Owner Name	(Area Code) Telephone Number	Fax Number	Email Address
Street Address	City and ZIP Code		County
Address where holding tank will be installed (if different than owner address)	City and ZIP Code		County
Provide a brief description of the activity or business that will be generating wastewater requiring storage and disposal and indicate the general wastewater type and constituents (check appropriate boxes below). Activity / Business: _____ Wastewater Type: <input type="checkbox"/> Non-domestic only <input type="checkbox"/> Mixed non-domestic and domestic Wastewater Source / Constituents (Check all that apply): Design Flow Rate: _____ gallons/day <input type="checkbox"/> Domestic wastewater from toilet, sink, etc. <input type="checkbox"/> Rainwater, snowmelt, or washwater from vehicle or equipment storage areas. <input type="checkbox"/> Motor vehicle fluids (oil, grease, etc.) drippage or spillage from vehicle or equipment service areas. <input type="checkbox"/> Food processing wastes (describe – provide attachment if necessary) _____ <input type="checkbox"/> Other (Describe – provide attachment if necessary): _____			
Designer Company Name	Name of Designer		License Number
Email Address	(Area Code) Telephone Number	Fax Number	
Street Address	City and ZIP Code		County

Part II - Tank Information

Holding tanks receiving non-domestic wastewater are subject to the WDNR site and design requirements of ss. NR 213.08 and NR 213.15, Wis. Adm. Code. For most applications, however, a tank designed in conformance with s. Comm 84.25 and other applicable sections of ch. Comm 83, will be deemed acceptable for WDNR purposes.

- A. Does the tank proposed for installation meet Department of Commerce specifications contained in Comm 84.25, Wis. Adm. Code, for water tightness, strength, and protection from the elements and will the tank be installed in accordance with the manufacturer's specifications? Yes No

Tank Material: _____ Manufacturer: _____ Capacity: _____ gallons

- B. Will the tank have an inspection manhole? Yes No
- C. Will the tank have a vent? Yes No
- D. Will the tank be equipped with a high-level alarm? Yes No
- E. Will the tank be located in compliance with all of the following minimum separation distances? Yes No

- 10 feet to public or private water service pipelines
- 25 feet to private water supply wells
- 200 feet to community water supply wells
- 50 feet to a community water supply well for a holding tank that serves a community water supply pumping or treatment building (Note: This is a special exception to the 200 foot distance that only applies in accordance with ch. NR 811, Wis. Adm. Code, when the contributory wastewater is restricted per NR 811, and the holding tank only serves a floor or hub drain from a community water supply pumping or treatment plant building).

If the answer to the above is No, explain which separation distance cannot be met and why not:

- F. Will the tank be located outside floodway and wetland areas? Yes No
- G. Will the holding tank contents be hauled off-site by a licensed septic or wastewater hauler? Yes No

If yes: Hauler Company: _____ License No. _____
 Address: _____

- H. Will the holding tank contents be hauled to a publicly-owned wastewater treatment facility for disposal and do you have their approval, or have you received or applied to the Department for coverage to land apply the wastewater under a WPDES permit?
 Yes No

If hauled to a publicly-owned wastewater treatment facility, indicate name and address of receiving facility:

Signature of Designer (required)	Date Signed	Signature of Owner (required)	Date Signed

Part III - Attachment of Supplemental Information and / or Construction Plans

If you answered **NO** to any of the questions **A. through H. in Part II - Tank Information**, then you must submit supplemental information and/or construction plans as specified in NR 108, detailing how the project will meet the applicable requirements of NR 213, Wis. Adm. Code. **It is generally recommended that applicants contact the Department to discuss the necessary content of any supplemental information prior to submittal of this form.** Wis. Adm. Code NR 108 allows the Department a 90-day review period for wastewater plans.

Part IV - Plan Approval and Conditions

If you answered **YES** to the questions **A. through H. in Part II – Tank Information**, and all other information on this form is completed in full and has been submitted to the Department of Natural Resources, then **this proposed holding tank installation is hereby approved** by the Department of Natural Resources, subject to the following additional conditions:

1. That for proposed mixed non-domestic and domestic wastewater holding tanks, the owner or designer also obtain plan approval from the Wisconsin Department of Commerce (or designated agent) prior to commencing installation.
2. That a competent resident inspector be provided during the course of construction.
3. That periodic inspection be performed to ensure that water tightness and the integrity of the tank are maintained, in accordance with s. NR 213.15(1)(d), Wis. Adm. Code.
4. That solids be collected and disposed of as needed in a sanitary landfill, and that oil and grease be managed such that they are collected before they enter a drain or catch basin, that they are pumped off and disposed of by a commercial waste oil recycler or other disposer as needed.
5. That hazardous waste be withheld from the holding tank.
6. That if bedrock is encountered in the excavation, the bedrock be excavated and backfilled with adequate bedding material to prevent damage to the holding tank.
7. That if any portion of the holding tank is expected to come into contact with groundwater at any time (based on review of soils maps, observations of the soil profile during excavation, observed groundwater levels, etc.), the tank be installed with adequate anchoring support such that the empty holding tank will not be floated upwards by groundwater.
8. That if the tank will include service suction or discharge lines, the lines shall comply with s. Comm 83.43(8)(j), Wis. Adm. Code.
9. That if the tank is located in a floodplain area that the vent pipe terminates at least 2 feet above the regional flood elevation.
10. That the holding tank and appurtenances be installed in accordance with the above conditions and statements made on this form.

Part V - Other Requirements and Conditions

These plans and specifications have been subject of a review in accordance with Sec. 281.41, Wis. Stats. Where necessary, submit plans and specifications to the Department of Commerce, Division of Buildings and Safety or other State or local agencies to ensure conformance with applicable codes and regulations of such agencies. The Division of Water reserves the right to order changes or additions should conditions arise making this necessary.

This approval is **not** to be construed as a Department determination on the issuance of a Wisconsin Pollutant Discharge Elimination System (WPDES) permit or a determination as to the ability of the proposed system to comply with any terms or condition in such permit. It is also **not** an approval of an Environmental Assessment that may be prepared for this project, or an approval for any activities requiring a permit under any other Statute.

In case installation of these improvements has not been commenced within two years from this date, this approval shall become void. Therefore, after two years, you must submit a new application for approval of these or other plans and specifications before any construction is undertaken.

FOR THE SECRETARY

Thomas J. Muga

Thomas J. Muga, P.E., Chief
Wastewater Section
Bureau of Watershed Management

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Website for additional information and guidance on
WDNR holding tank plan submittals:

dnr.wi.gov/org/water/wm/glwsp/facilities/holding_tanks.htm

Copy: Applicable County