

List 2 — Determining Whether a Project is Eligible for Plan Submittal Waiver

Some distribution water line projects (excluding booster pumps) may qualify for Plan Submittal Waivers, **after a public water system has become eligible to request Plan Submittal Waivers** per R309-500-6(3)(a) **or** (b). For qualified water line projects, eligible water systems can obtain Plan Submittal Waivers from the Division of Drinking Water (the Division) prior to construction. Then there is no need to submit engineering plans and specifications, obtain Plan Approval prior to construction, or obtain an Operating Permit after construction.

To Become Eligible for Plan Submittal Waivers

- **Waiver Eligibility per R309-500-6(3)(a)** —A water system can become eligible to request Plan Submittal Waivers, if **both conditions** below are met:
 - The water system’s standard installation drawings meet the requirements of R309-550 and are approved by the Division.
 - The water system’s master plan, supported by a hydraulic analysis, is approved by the Division.

When a water line project is a part of a master plan approved by the Division, the water system may request a Plan Submittal Waiver.

- **Waiver Eligibility per R309-500-6(3)(b)** — A water system can become eligible to request Plan Submittal Waivers if **all three conditions** below are met:
 - The water system’s standard installation drawings meet the requirements of R309-550 and are approved by the Division.
 - The water system has formally designated a licensed professional engineer as having direct responsibility for the entire water system in a letter to the Division.
 - The water system has formally designated a licensed professional engineer as having responsibility for oversight of hydraulic analysis for the entire water system in a letter to the Division.

When a project’s water line size is within the limits of R309-500-6(3)(b)(i) **through** (iii), shown below, based on the population the water system currently serves, the water system may request a Plan Submittal Waiver. This type of waiver may apply to water line projects not included in a master plan.

- (i) less than or equal to 8 inches in diameter in water systems providing water to a population less than 3,300.
- (ii) less than or equal to 12 inches in diameter in water systems providing water to a population between 3,300 and 50,000
- (iii) less than or equal to 16 inches in diameter in water systems providing water to a population greater than 50,000

Steps for Obtaining Waivers for Distribution System Projects

Once a water system has become eligible for plan submittal waivers per R309-500-6(3)(a) or (b), it should take the following steps **each time** that it requests a waiver for a distribution system project (excluding booster pumps):

- 1. Submit a Project Notification Form (PNF) describing the project.
- 2. Identify on the PNF which waiver, R309-500-6(3)(a) or (b), is being requested.
- 3. Submit a certification of hydraulic analysis by a Professional Engineer (PE) for the project, if the water line project will have a hydraulic impact on the distribution system. *[A template for this certification is available from the Division. The PE certification of hydraulic analysis for the proposed water lines is not required if the water line project meets the descriptions in R309-511-4(1)(a)(i)(A) through (G).]*
- 4. Submit a certification by a Professional Engineer (PE), responsible for the design and construction of the project or designated by the water system in writing as the professional engineer responsible for the design of the entire water system, indicating that:
 - design and construction will meet the requirements of R309-500 through 550,
 - proper flushing and disinfection will be completed according to ANSI/AWWA standards,
 - satisfactory bacteriological sample results will be obtained prior to placing the facilities into service, and
 - the water system will receive a copy of as-built or record drawings.*[A template for this certification is available from the Division. Because of this certification by PE, Operating Permits are no longer required for projects that obtain a Plan Submittal Waiver.]*
- 5. Obtain the “Plan Submittal Waiver” for the project from the Division prior to construction.
- 6. Comply with the conditions in R309-500-6(4)(c) prior to placing the new water lines into service.

(UPDATED PER CHANGES TO R309-500 EFFECTIVE ON JULY 15, 2015)