



SEWER EXTENSION PLAN SUBMITTAL ADMINISTRATIVE GUIDANCE

Plan Submittal Deadlines

Created July 6, 2023

Guidance

The District requires that all materials required for review shall be submitted a minimum of fourteen (14) calendar days prior to a targeted Commission meeting.

An itemized list of general requirements for sewer extension plan review [can be found online](#).

Submittal materials shall be transmitted to the District in electronic format. One 11x17 paper copy of the plans, and all submittal materials on a CD or flash drive shall also be submitted for forwarding to the Wisconsin Department of Natural Resources.

In the event of incomplete submittals, the District will allow for outstanding items to be accepted a minimum of nine (9) calendar days prior to a Commission meeting. If outstanding items remain within nine (9) calendar days of a Commission meeting, the project will not be processed and shall be placed on the tentative agenda for consideration at the following Commission meeting.

Document History

2023 July: Created