



Instructions: This checklist is to be completed and sent with a copy of the ordinance to the Minnesota Pollution Control Agency (MPCA) Commissioner at least 30 days prior to adoption of the ordinance. The Commissioner has up to six months to respond. The ordinance may be adopted and implemented during this time.

Note: To **unlock** this form for editing for MS Word 2003 users, select the Tools Menu/Unprotect Document; for MS Word 2007 users, select the Developer Tab/Protect Document/Restrict Formatting & Editing and click on Stop Protection in lower right corner of screen. (To add Developer Tab to Ribbon, click on the icon in the upper left corner of screen, select Word Options/Popular and check Show Developer Tab.)

Submit checklist, list of differences, and a copy of the ordinance to: Minnesota Pollution Control Agency
Attn: Commissioner's Office
520 Lafayette Road North
St. Paul, Minnesota 55155-4194

Local Unit of Government: _____

Administrator: _____ Date (mm/dd/yyyy): _____

County Programs

Regulatory model chosen:

- Conventional
- Performance
- Alternative Local Standards (for existing systems)
- Alternative Local Standards (for new or replacement systems)

City, Township, or Other Program

County in which your jurisdiction lies: _____

Regulatory model chosen:

- Conventional
- Performance

All Ordinance Requirements

1. **A provision requiring upgrade, replacement, repair, or discontinued use of systems failing to protect ground water as defined in Minn. R. 7080.1500, subp. 4.**
 Included
 Ordinance citation (page or part number): _____
 Upgrade time period: _____
2. **A provision requiring upgrade, replacement, repair, or discontinued use of systems posing an imminent threat as defined in Minn. R. 7080.1500, subp. 4.**
 Included
 Ordinance citation (page or part number): _____
3. **If the local unit issues permits to add a bedroom, a provision requiring a Certificate of Compliance (COC) or Notice of Noncompliance (NON) be issued on the system prior to issuance of a building permit or variance for the addition of a bedroom.**
 Included
 Issue bedroom permits included
 Ordinance citation: _____

4. **Provision requiring all SSTS work to be done by appropriately licensed businesses, qualified employees or person exempt from licensing in Minn. R. 7083.0700, subp. 1.**
 Included
Ordinance citation (page or part number): _____
5. **Provision requiring abandonment of systems no longer in use.**
 Included
Ordinance citation (page or part number): _____
6. **Technical standards and criteria for new and existing SSTS.**
 Included
Ordinance citation (page or part number): _____
7. **Provision specifying whether local variances may be allowed and if so, how to apply.**
 Included
Ordinance citation (page or part number): _____
8. **Provisions for design review, permit issuance, construction inspection and system operation.**
 Included
Ordinance citation (page or part number): _____
9. **Provision requiring space for two Type I soil treatment areas.**
 Included
Ordinance citation (page or part number): _____
10. **Provision specifying conditions for holding tanks.**
 Included
Ordinance citation (page or part number): _____
11. **Provision prohibiting surface discharge of sewage without MPCA National Pollutant Discharge Elimination System (NPDES) permit.**
 Included
Ordinance citation (page or part number): _____
12. **Provision specifying the allowable use and location for SSTS in floodplains.**
 Included
Ordinance citation (page or part number): _____
13. **Provision requiring a management plan for all new and replacement SSTS.**
 Included
Ordinance citation (page or part number): _____
14. **Provision requiring operating permit for Type IV and V systems, and Midsized Sewage Treatment Systems.**
 Included
Ordinance citation (page or part number): _____
15. **Provision, for systems not with a management plan or operating permit, requiring SSTS maintenance as specified in Minn. R. 7080.2450.**
 Included
Ordinance citation (page or part number): _____
16. **Provision requiring that owners of Class V wells submit inventory information to the U.S. Environmental Protection Agency (EPA) and that Class V wells be identified as such in property transfer disclosures.**
 Included
Ordinance citation (page or part number): _____
17. **Provision outlining how periodically saturated soil disagreements between licensed SSTS businesses or between licensed SSTS businesses and a local unit of government will be resolved.**
 Included
Ordinance citation (page or part number): _____

18. **Provision specifying what level of local approval is needed for repair, rejuvenation or remediation of SSTS as defined in local ordinance.**
 Included
 Ordinance citation (page or part number): _____
19. **Provision specifying the allowed methods to determine the loading rate from Minn. R. 7080.2150, subp. 3, item E, Tables IX or IXa.**
 Included
 Ordinance citation (page or part number): _____
20. **Provision that requires all sewage generated in the jurisdiction to be treated either in an agency-permitted facility or a system designed under Minn. R. chs. 7080 and 7081 standards.**
 Included
 Ordinance citation (page or part number): _____
21. **Does the ordinance include a provision that allows a reduced separation distance as described in Minn. R. 7080.1500, subp. 4, item D?**
 Included. *If so, this reduction must not be more than 15 percent in the vertical separation distance ordinarily required for that system.*
 Ordinance citation (page or part number): _____
22. **List of technical differences between Minn. R. chs. 7080 and 7081, and the local ordinance.**
 Included

Additional Requirements for Performance Programs

1. **An education program for SSTS owners**
 Included
 Ordinance citation (page or part number): _____
2. **A program to evaluate risks of SSTS receiving environments and work with local planning authority to evaluate impacts of SSTS regulation on land use.**
 Included
 Ordinance citation (page or part number): _____
3. **A program to determine performance requirements necessary for each receiving environment that ensures that underground sources of drinking water are protected to the standard of Minn. R. ch. 4717 and surface water are protected to the standards of Minn. R. ch. 7050.**
 Included
 Ordinance citation (page or part number): _____
4. **Specify site evaluation requirements to define the process to characterize the receiving environment.**
 Included
 Ordinance citation (page or part number): _____
5. **A program for operating permits for all system owners, including tracking and review of compliance monitoring reports.**
 Included
 Ordinance citation (page or part number): _____
6. **A program to track residuals hauling, treatment and disposal according to EPA's 503 regulations and applicable state, tribal and local requirements.**
 Included
 Ordinance citation (page or part number): _____
7. **A program for notifying owners of pending scheduled submittals and for performing system inspections randomly or at the time of operating permit reissuance.**
 Included
 Ordinance citation (page or part number): _____

8. **An enforcement program including penalties for failure to comply with the compliance schedule and requiring system inspection by certified inspection at the time of operating permit reissuance.**

Included

Ordinance citation (page or part number): _____

9. **A recordkeeping program that includes a database inventory with locations, site evaluations, record drawings, permits, inspection reports, tracking for operating permits and compliance reporting.**

Included

Ordinance citation (page or part number): _____

10. **A financial assistance and funding program to support the management program.**

Included

Ordinance citation (page or part number): _____

Additional Requirements for Alternative Local Standards

The draft local ordinance must be submitted to the MPCA at least 30 days before adoption. The submittal package must include the following:

For existing systems:

1. **The draft standard that is less restrictive than the Minn. R. ch. 7080 standard for existing systems.**

Included

Ordinance citation (page or part number): _____

2. **Demonstration that the alternative local standards adequately protect public health and the environment. Include information on soil separation, soil classification, vegetation, system use, localized well placement and construction, localized density of systems and wells, ground water flow patterns, and existing natural or artificial drainage.**

Included

For new or replacement systems:

1. **The draft standard that is less restrictive than the Minn. R. ch. 7080 standards for new or replacement systems.**

Included

Ordinance citation (page or part number): _____

2. **A map showing the areas of the county covered by the alternative local standards for new or replacement systems.**

Included

3. **Documentation of population density in the area covered by the alternative local standard.**

Included

4. **Description of the reasons why conformance to Minn. R. ch. 7080 standards is difficult or otherwise inappropriate.**

Included

5. **Description of the hardship that would result from strict conformance to Minn. R. ch.7080.**

Included

6. **Evidence of sustained and projected low population density.**

Included

7. **Demonstration that the alternative local standards adequately protect public health and the environment. Include information on soil separation, soil classification, vegetation, system use, localized well placement and construction, localized density of systems and wells, ground water low patterns, and existing natural or artificial drainage.**

Included

8. **Date the draft ordinance was submitted to the county's local water planning advisory committee, and any comments that may be received.**

Included