



Calumet • Fond du Lac • Menominee • Outagamie  
Shawano • Waupaca • Waushara • Winnebago

**“208” Water Quality Management (WQM) Letter / SSA Review Request/Fee Payment Form**

On July 27, 2018 the East Central Wisconsin Regional Planning Commission approved fee increases for the issuance of WQM letters and SSA Amendment Reviews (see complete fee schedule on reverse side). This form should be completed and submitted, (along with your check payable to East Central RPC), in conjunction with the normal/required project submittal documents. Project proposals may be emailed in .pdf format provided they are legible and complete, (as described above), and additionally, review comments will be returned via email for expediency and convenience. Applicants may request a receipt of payment upon request. Questions should be directed to Todd Verboomen at [tverboomen@ecwrpc.org](mailto:tverboomen@ecwrpc.org) or by calling (920) 751-4770. A copy of this form in .pdf format is available on East Central’s website ([www.ecwrpc.org](http://www.ecwrpc.org)) under the SSA Planning Program.

(PLEASE PRINT)

Submittal Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Project Name: \_\_\_\_\_

Project Type (circle one):    Sewer Extension    Private Lateral    Lift Station    WWTF Facility Plan    SSA Amendment

Fee Amount (from schedule on reverse): \$\_\_\_\_\_ (please note ‘member’ or ‘non-member’ categories)  
*(Note – please pay only the initial fee indicated. If additional charges are incurred, you will be notified to authorize continuation of the review)*

Municipality Name: \_\_\_\_\_     RPC Member     RPC Non-Member

Sanitary District Name (if applicable) \_\_\_\_\_

Primary Project Contact: \_\_\_\_\_

Company/Business: \_\_\_\_\_

Phone No. \_\_\_\_\_

E-mail: \_\_\_\_\_

**ECWRPC USE ONLY:**

REVIEW NO. \_\_\_\_\_

DATE RCVD. \_\_\_\_\_

CHECK NO. \_\_\_\_\_

DATE COMPLETED: \_\_\_\_\_

BY: \_\_\_\_\_

*Please paper clip check payable to East Central RPC to this page. If the check is not attached, the review will not be initiated!*

**East Central Wisconsin Regional Planning Commission  
SSA Planning / Conformance Review Fee Schedule**

<b>ACTIVITY</b>	<b>NON-MEMBER FEES*</b>	<b>MEMBER FEES</b>
<b>SSA Plan Updates</b>	A fee to be determined by the proportionate share of the total budget cost for the plan update study using per capita basis for the planning area population estimates prepared by East Central	N/A
<b>SSA Amendments</b>	\$500.00 initial charge + per hour charge at current staff rates after 4 hours	\$250.00 + per hour charge at 1/2 current staff billing rates after 4 hours
<b>SSA Amendment Appeals*</b>	\$1,000.00 initial charge + per hour charge at current staff rates after 4 hours*	\$500.00 + per hour charge at 1/2 current staff billing rates after 4 hours*
<b>NR-110 Facility Plan / Amendment Reviews</b>	\$1,000.00 initial charge + per hour charge at current staff rates after 6.5 total hours	\$500.00 (no additional charges for follow up)
<b>Sewer Extension Reviews</b>	\$150.00 + per hour charge at current staff rates after 1 hour	\$75.00 (no additional charges for follow up)
<b>Private Lateral Reviews</b>	\$150.00 + per hour charge at current staff rates after 1 hour	\$75.00 (no additional charges for follow up)
<b>Other Reviews (Lift Stations, etc.)</b>	\$120.00 + per hour charge at current staff rates after 1 hour	\$60.00 (no additional charges for follow up)
<b>Initial Request for Population Information</b>	\$30.00	No Charge

\* SSA amendment appeals are 'double' the regular SSA amendment cost due to potential for attorney expenses.

\*\* Member communities include any that lie within Calumet, Fond du Lac, Outagamie, Shawano, Menominee, Waupaca, Waushara, or Winnebago Counties. All other MCDs, (Green Lake & Marquette Counties), are considered to be 'non-members'. Please contact Commission staff if you have any questions regarding membership status of communities.