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ABSTRACT

This guidance document provides necessary information and direction to management and operation agencies, utility departments, consultants, planners, or wastewater managers for amending the North Front Range Water Quality Planning Association (NFRWQPA, Association) 208 Areawide Water Quality Management Plan (208 AWQMP). The primary goal of the 208 AWQMP is to provide regional land-use management planning mechanisms for reasonable, feasible, and economical wastewater service to areas designated for development within the South Platte watershed. The 208 AWQMP should consider the water quality impacts the treatment system and interrelated service areas nonpoint pollution sources have on receiving waters in the watershed. Recommendations in the 208 AWQMP for protecting, maintaining, or restoring impaired waters within the South Platte watershed originates from information provided in agency Utility Plans. The 208 AWQMP should include any strategy and actions for meeting all applicable, and known future, water quality standards, classifications, and TMDLs, while quantifying the potential impact a discharger may have on other dischargers and the river basin. Utility Plans are the primary support documents to construct and periodically update the regions 208 AWQMP. As planning documents, the 208 AWQMP, Utility Plans, and Site Applications all collectively overlap to protect, maintain, or restore the regional watershed quality. Figure 1 below shows the relationship of the 208 AWQMP, Utility Plans, and Site Applications all have overlapping information and must support each other to gain 208 AWQMP amendment approval.

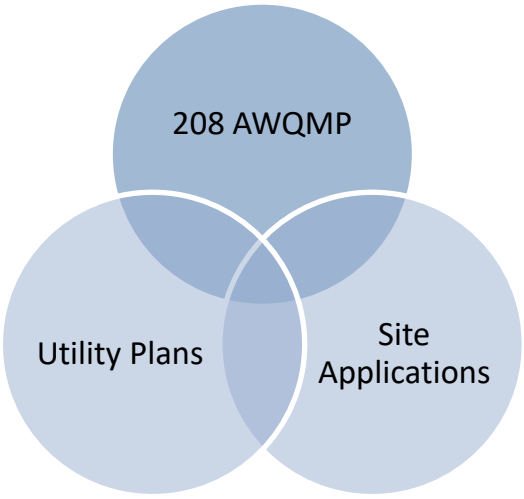

Figure 1 Relationship of planning documents

Purpose:

The Regional Plan adopted by NFRWQPA details the regional considerations for protection of water quality and is known as the 208 Areawide Water Quality Management Plan (208 AWQMP). In so doing, the 208 AWQMP projects growth and development trends in the area and establish a rational plan for accommodating related urbanization. The 208 AWQMP objective is to avoid unacceptable adverse water quality and environmental impacts, which might be caused by allowing numerous wastewater services to provide services in an uncoordinated fashion. The 208 AWQMP amendment process maintains flexibility in the plan to accommodate unanticipated events in the best interests of the region. These events include site approvals for new facilities or projects and service area boundary changes. Pursue in conjunction projects requiring both Site Location and Design Approval (Regulation No. 22) and a 208 AWQMP amendment.

State regulations specify to amend the 208 AWQMP to incorporate projects not identified in the plan before approval of Site Location and Design applications. Amendment of the 208 AWQMP adds time to the site location and design approval process. The added time can be minimized by the expeditious pursuit of a plan amendment as soon as possible before submission of the site approval application.

Any significant modification of wastewater utility service area (WUSA) boundaries of an existing Management Agency or any formation of a new Management or Operation Agency requires an amendment of the 208 AWQMP. According to State Regulations, a new wastewater collection and treatment facility must be a designated Management Agency in the 208 AWQMP to review and approve. Likewise, any new Operating Agency responsible for controlling all aspects of the collection, treatment, and discharge within its service area boundaries requires an amendment of the 208 AWQMP. An application for a 208 AWQMP amendment should be submitted to NFRWQPA by the responsible Management/Operating Agency.

Amendments include the upmost attention to detail and are incorporated into the 208 AWQMP through routine updates and as needed. Amendments include, but are not limited to:

- Changes in planning or management agency designation or membership.
- Changes that impact water quality or have generated public controversies.
- Changes to stream standards, classifications, or regulations approved by the Commission.
- Changes that affect the local, regional, state, or Commission policies and guidelines.
- Changes that alter watershed management strategies.
- Changes to discharge permits or permitting processes.
- Changes to facility capacity.
- Changes to a service area population projection.
- Wastewater utility service area formation of greater than or equal to 35 acres.
- Addition of greater than or equal to 10 acres to a wastewater utility service area.
- Other changes identified by the Division or Commission can be subject to an informational hearing process (Policy #98-2, 2018).

The following 208 AWQMP amendment process details the criteria for determining whether a given project would require an amendment or not, and it represents the amendment procedure. An applicant should be aware of this procedure, and the supplemental information and processing time it requires.

1) Determination of Amendment Requirement.

a) NFRWQPA evaluates the proposed project and determines whether a 208 AWQMP amendment is necessary.

2) Basis for Determination.

a) No amendment necessary if the proposed project is in conformance with the 208 AWQMP.

b) A 208 AWQMP amendment will not typically be required when:

i) The project proposes changes in treatment processes for improving water quality that does not increase the capacity of the treatment plant.

ii) The project is a lift station to serve an area that is within the approved service area of the applying Operations Agency, with the lift station and population served already included in the 208 AWQMP projections through an approved Utility Plan.

iii) The project proposes a minor adjustment in service area boundaries involving less than 10 acres.

c) A 208 AWQMP amendment is typically necessary if the proposed project involves providing sewerage service which meets one, or more, of the following:

i) Formation of a wastewater utility service area greater than or equal to 35 acres, or addition of greater than or equal to 10 acres to an existing wastewater utility service area.

ii) The addition of an area to a defined service area that is an increase of population greater than 667people or 50,000 gpd (population equivalent of 667 people based on 75 gpcd).

iii) The formation of a Management/Operation Agency, or addition of a new domestic wastewater treatment facility receiving >2,000 gallons per day to the region producing a permitted discharge, or effluent treated for reuse under Regulation No. 84.

iv) The amount of sewage generated and served through a treatment facility, pump station, or interceptor increases more than 50,000 gpd.

v) An amendment will be required if it involves a proposal to serve a new area or provide increased capacity more than 50,000 gpd.

3) Amendment Procedure.

a) Upon initial submittal of a Site Location and Design Application or the submittal of a 208 AWQMP amendment request to NFRWQPA by the responsible Management/Operating Agency, a determination of whether the application is complete is made first, generally within 30 days of receiving the submittal. Incomplete applications are returned to the applicant.

b) For complete applications, NFRWQPA then decides on whether a plan amendment is necessary. If a 208 AWQMP amendment is required, NFRWQPA requests the proper information necessary for the project from the applicant according to Section 4 within 30 days.

c) Incomplete applications do not proceed until determined complete by NFRWQPA.

d) For wastewater utility service area boundary changes by any Management or Operating Agency, a public notice is circulated for the next 60-days by NFRWQPA. The Association gives the executive director the authority to modify WUSA boundaries within existing WUSAs, resulting in insignificant nonpoint and point flow and loading exchanges and water quality impacts between DMOAs that agree to the modification. To determine flow and loading concerning nonpoint and point source collection and treatment regionally, the incorporation of new or additional WUSA areas must go through the application process. Projects included are wastewater utility service area formations greater than or equal to 35 acres or additions to a

wastewater utility service area greater than or equal to 10 acres. Public notice may include notice to, but not limited to, the project sponsor, the applicant, the Management and or Operating Agency, local jurisdiction planning and health departments, other potentially affected Management and Operations Agencies, membership via email, association website, and local newspapers. Comments are requested from all referral agencies notified. Once the public notice period (60-days) is complete, the association schedules a *public hearing* at the next available association meeting for consideration of the 208 AWQMP amendment.

e) For new Management or Operation Agencies, a public notice is circulated for the next 60-days by NFRWQPA. Projects included are new Management or Operation Agencies intending to create a wastewater utility service area greater than or equal to 35 acres. Public notice may consist of notice to, but not limited to, the project sponsor, the applicant, the Management and or Operating Agency, local jurisdiction planning and health departments, other potentially affected Management and Operations Agencies, membership via email, association website, and local newspapers. Comments are requested from all referral agencies notified. Once the public notice period (60-days) is complete, the association schedules a *public hearing* at the next available association meeting for consideration of the 208 AWQMP amendment.

f) For new domestic wastewater treatment facilities, a public notice is circulated for the next 60-days by NFRWQPA. Projects included are new domestic wastewater treatment facilities associated with the formation of a new or existing Management or Operation agency; and, Management and Operation agencies with approved wastewater utility service areas in the 208 AWQMP proposing new domestic wastewater facilities. Public notice may include notice to, but not limited to, the project sponsor, the applicant, the Management and or Operating Agency, local jurisdiction planning and health departments, other potentially affected Management and Operations Agencies, membership via email, association website, and local newspapers. Comments are requested from all referral agencies notified. Once the public notice period (60-days) is complete, the association schedules a *public hearing* at the next available association meeting for consideration of the 208 AWQMP amendment.

g) For 208 AWQMP amendments for increasing or decreasing treatment capacity or updating population projections for current identified domestic wastewater treatment facilities or wastewater utility service areas within the plan, a public notice is circulated for the next 60-days by NFRWQPA. Public notice may include notice to, but not limited to, the project sponsor, the applicant, the Management and or Operating Agency, local jurisdiction planning and health departments, other potentially affected Management and Operations Agencies, NFRWQPA membership via email, association website, and local newspapers. Comments are requested from all referral

agencies notified. Once the public notice period (60-days) is complete, the association schedules a *public hearing* at the next available association meeting for consideration of the plan amendment.

h) For 208 AWQMP amendments for lift stations and interceptors not identified in the plan nor documented within approved Utility Plans, a public notice is circulated for the next 60-days by NFRWQPA. Public notice may include notice to, but not limited to, the project sponsor, the applicant, the Management and or Operating Agency, local jurisdiction planning and health departments, other potentially affected Management and Operations Agencies, membership via email, association website, and local newspapers. Comments are requested from all notified. Once the public notice period (60-days) is complete, the association schedules a *public hearing* at the next available association meeting for consideration of the plan amendment.

4) Project Information Necessary for 208 AWQMP Amendment.

a) The required information for a project allows a determination of whether a plan amendment is necessary and the processing of the amendment. Most of this necessary information is also required to process a site location and design application (i.e., Regulation No. 22).

b) All public wastewater treatment agencies submitting a 208 AWQMP amendment request (including a service area boundary change is required to have a current (10-years or newer) utility plan, which has been approved by NFRWQPA before the plan amendment request.

c) Provide the project or facility location, including geographical wastewater utility service area boundaries on a map, and the existing population of the proposed wastewater utility service area, and the 5, 10, 15, and 20-year population projections.

d) Provide the project or facility design hydraulic and organic loading capacity and the expected initial flows and loadings as well as the 5, 10, 15, and 20-year loading projections.

e) For the wastewater utility service area, describe the future nonpoint source contributions and stormwater sewer collection system(s), including outfalls, BMPs improvements, planned developments, future service area additions that would contribute to nonpoint source pollution. Provide mapping showing the current and future planned stormwater outfalls within the river basin identifying the segments and locations of future outfalls. Determining what those future outfalls and differing BMP technologies are within the legend of the map. Including return and runoff flows from irrigated agriculture, concentrated livestock operations, mining-related activities, saltwater intrusions, and their cumulative effects, including runoff loading on the

watershed and or the individual basin(s) within the service area. Provide this information in lbs./yr. and percentages (%) in linear graphs or tables with access to the data. Note permitted MS4s, CAFOs, and Oil and Gas activity are not nonpoint sources. Nonpoint source data may be obtained through Colorado State Universities' eRAMS database at https://erams.com/ or other acceptable environmental engineering practices.

f) Provide the project names of existing sewer service entities within 5 miles of the proposed service area and facility, a map indicating their boundaries, and direction of gravity flow from the proposed area.

g) Provide the project estimated construction costs, and an estimate of the cost differential between building the proposed facility and the least costly alternative for connecting to an existing facility identified above in section (f) including a map indicating construction required to accomplish any such connection.

h) For the project, provide a letter from all existing sanitation districts or other sewer service entities within 5 miles stating the feasibility of providing service to the service area and the justification for not connecting to an existing facility where feasible.

i) Identification of other permittees discharging to the same receiving water body segment and downstream discharges on main streams and any effect the proposed discharge would have on any of them and the river basin water quality (i.e., TMDL loading). TMDL loading analysis should be coordinated with the division.

j) For the project, provide the proximity to the nearest domestic drinking water source or diversion downgradient from the discharge. Identify all drinking water providers and districts within 1-mile of the proposed service area, project, or facility, a map indicating their boundaries (crosshatched) as well as domestic water wells, and direction of groundwater flow from the proposed area.

k) For the project, provide the proposed permit (PELs) or Notice of Authorization effluent water quality-based limits as developed by the Water Quality Control Division for any discharge or treated reuse effluent.

l) For the project, provide an analysis of treatment alternatives considered and a detailed justification for choosing the selected option in terms of surface or groundwater quality and other environmental impacts and economic and institutional considerations.

m) For the project, institutional arrangements such as a contract or covenant terms for all users. Institutional arrangements must include Articles of

Incorporation and By-laws for homeowners' groups to include powers and authority to ensure proper operation and maintenance of the facility for its projected life.

n) For the project, provide the agency and personnel management capabilities for controlling the wastewater throughout and maintaining treatment within the capacity limitations of the facility on a continuous long-term basis. Documentation would include user contracts, operating agreements, and pretreatment requirements.

o) Potential for water reuse, including water rights limitations and any water augmentation plan. Including a management plan for receiving and treating all possible water rights scenarios for new or existing wastewater utility service areas or additions for the scope of the project. Agencies are expected to provide sewage service within their wastewater utility service areas to existing and new customers.

p) For the project, provide the present population and flow commitments of existing facilities of the Management or Operation Agency, to demonstrate the adequate capacity for existing or new development.

q) For the project, indicate as to how this project relates to existing and envisioned facilities and the needs of a regional service area for the entire drainage basin.

r) For new wastewater utility service areas or additions, a map delineating the additional area requested and a report on the reasons that this area would best be served by the entity seeking the expansion of their wastewater utility service area. The service agency requesting a 208 AWQMP amendment to its wastewater utility service area must provide adequate long-term planning information including, at a minimum, the following factors over a 20-year planning period:
   i) The identified wastewater utility service area.
      i. Illustrated by a map from the Association's GIS website; https://data-nfrwqpa.hub.arcgis.com/app/6dade190ad8b427cbfacd2545c237be7.
   ii) Population datasets, forecasts, and land use status.
   iii) Collection system requirements.
   iv) Treatment facility requirements.
   v) Costs of capital improvement projects.
   vi) Sequence and timing of capital improvement projects.
   vii) User Rates and sewer tap fees necessary to finance improvements when required.
   viii) A management plan for receiving and treating all possible water rights

scenarios (Mapping, see j above).

ix) The entity requesting the amendment must also submit, at a minimum, the following current information:

(1) Population
(2) Peak and average flow
(3) Peak and average loading
(4) Inflow / infiltration
(5) Treatment capacity, hydraulic and organic
(6) NPDES permit requirement and constraints
(7) Service area nonpoint source contributions
    (a) Irrigated agriculture;
    (b) Livestock operations excluding permitted CAFOs;
    (c) Urban Stormwater excluding permitted MS4s;
    (d) Mining related activities (abandoned mines, legacy effects, etc.);
    (e) Possible Saltwater intrusions; and
    (f) Other.
    (g) Cumulative runoff effects (lbs./yr.)

5) Plan Amendment Checklist.

208 AWQMP Plan Amendment Checklist

Plan Amendment Process **Entity:**
Review Date:

1. Beginning January 1, 2008, all public wastewater treatment agencies submitting a plan amendment request (including a service area boundary change) must have a current utility plan (10-years or newer), which has been approved by NFRWQPA before the request. Other agencies not falling into this category must include utility plan information in conjunction with a plan amendment request.	Location in Report:	Comments:
2. The location of the proposed facility, the geographical area, intended to serve by the specific delineation of projected service area boundaries on a map, and the existing population of the proposed service area and the 5, 10, 15, and 20-year population projections.		
3. Design hydraulic and organic loading capacity of the proposed facility and the expected initial flows and loadings and the projected flows and loadings in 5, 10, 15, and 20-year projections.		
4. For the service area, describe the future nonpoint source contributions and stormwater sewer collection system(s), including outfalls, BMPs improvements, planned developments, future service area additions that would contribute to nonpoint source pollution. Provide mapping showing the current and future planned stormwater outfalls within the river basin identifying the segments and locations of future outfalls. Determining what those future outfalls and differing BMP technologies are within the legend of the map. Including return and runoff flows from irrigated agriculture, concentrated livestock operations, mining-related activities, saltwater intrusions, and their cumulative effects, including runoff loading on the watershed and or the individual basin(s) within the service area. Provide this information in lbs./yr. and percentages (%) in linear graphs or tables with access to the data. Note permitted MS4s, CAFOs, and Oil and Gas activity are not nonpoint sources.		
5. The names of existing sewer service entities within 5 miles of the proposed service area and facility, a map indicating their boundaries, and the direction of gravity flow from the proposed area.		
6. Estimated construction costs for the proposed facility and an estimate of the cost differential between building the proposed facility and the least costly alternative for connecting to an existing facility, including a map indicating construction required to accomplish and such connection.		
7. A letter from all existing sanitation districts or other sewer service entities within 5 miles stating the feasibility of providing service to the service area and the justification for not connecting to an existing facility where feasible.		
8. Identification of other permittees discharging to the same receiving water body and downstream discharges on main streams and any effect the proposed discharge would have on		

any of them and the river basin water quality (i.e., TMDL loading).		
9. Proximity to the nearest domestic drinking water source or diversion downgradient from the discharge. Identifying drinking water entities (i.e., providers & districts) entities within 5 miles of the proposed service area and facility, a map indicating their boundaries as well as wells, and direction of groundwater flow from the proposed area.		
10. Proposed permit or NOA effluent limits as developed by the Water Quality Control Division of the State Department of Health for any discharge.		
11. Analysis of treatment alternatives considered and a detailed justification for choosing the proposed alternative in terms of surface and/or groundwater quality and other environmental impacts and economic and institutional considerations.		
12. Institution arrangements such as contract and/or covenant terms for all users. Documentation must include Articles of Incorporation and By-laws for homeowners' groups to include powers and authority to ensure proper operation and maintenance of the facility for its projected life.		
13. Management capabilities for controlling the wastewater throughout and maintaining treatment within the capacity limitations of the facility on a continuous long-term basis. Documentation would include user contracts, operating agreements, and pretreatment requirements.		
14. Potential for water reuse, including water rights limitation and any water augmentation plan. Including a management plan for receiving and treating all possible water rights scenarios within the defined service area or scope of the project.		
15. Provide the present population and flow commitments of existing facilities of the Management or Operation Agency, to demonstrate the adequate capacity for the development.		
16. An indication as to how this project relates to existing and envisioned facilities and the needs of a regional service area for the entire drainage basin.		
17. For new service areas or additions, a map delineating the additional area requested and a report on the reasons that this area would be best serviced by the entity requesting the expansion of their service area. The service agency requesting a 208 AWQMP amendment to its wastewater utility service area must provide adequate long-term planning information, including, at a minimum, the following factors over a 20-year planning period.		

• The identified service area.
• Population datasets, forecasts, and land use status.
• Collection system requirements
• Treatment facility requirements.
• Sequence and timing of capital projects.
• Rates and fees necessary to finance improvements when needed.
• The entity requesting the amendment must also submit, at a minimum, the following current information.
• Population
• Peak and average flow
• Peak and average loading
• Inflow / infiltration
• Treatment capacity, hydraulic and
  o Organic.
• NPDES permit requirements and
  o Constraints.
• Nonpoint source contributions (lbs./yr.)
  o Agriculture, CAFOs, Stormwater, Mining, Saltwater intrusions, other, etc. and BMPs.		