



Illinois Environmental Protection Agency

1021 North Grand Avenue East • P.O. Box 19276 • Springfield • Illinois • 62794-9276 • (217) 782-3397

Division of Public Water Supplies, Permit Section Application for Operating Permit

This form may be completed online, a copy saved locally and printed before it is signed. You may also complete a printed copy manually. Submit the completed and signed form to the Illinois EPA, Division of Public Water Supplies, Permit Section at the address listed above.

Facility Name: _____ Facility ID: _____
 Address 1: _____ Construction Permit No.: _____
 Address 2: _____ Permit Type: _____
 City: _____ State: ____ Zip Code: _____ Date Permit Issued: _____
 County: _____
 Project Title: _____
 Firm Name: _____

Project Status: Final
 Partial

Partial A, B, C, etc.

Application Requirements (check when complete):

- Permit Number, Facility Number, and Facility Name identified on the Lab Report(s).
- Sample results attached to the Application.
(If a new well was constructed, provide a copy of the sample results as required by Section II, Part g of the C-I application).
- For water main projects subject to Section 17.12 of the Act (415 ILCS 5/17.12), attach a statement on lead service lines and a copy of the lead informational notice (if one was distributed). See the instructions page for additional information.

If you select Partial, you must *also* submit the following items:

- Cover letter describing which sections were completed.
- General project layout plans.
- For water main projects, identify the length the Partial: _____ LF

Date of Project Completion: _____ (Provide the date construction was completed on the project or partial)

Certified Operator in Responsible Charge:

Name: _____ Classification: _____ Number: _____
 Telephone: _____ Email (optional): _____

Owner of the Completed Project:

Name: _____ Title: _____ Telephone: _____
 Address: _____ City: _____ State: ____ Zip Code: _____

The Owner hereby certifies that the project named and described has been constructed in accordance with plans and specifications approved by the Illinois EPA. See instructions for further information. For Verbal Approvals, please call 217-782-1724.

Owner/Authorized Personnel Signature

Date

Any person who knowingly makes a false, fictitious, or fraudulent material statement, orally or in writing, to the Illinois EPA commits a Class 4 felony. A second or subsequent offense after conviction is a Class 3 felony. (415 ILCS 5/44(h))

FOR IEPA USE ONLY

This operating permit _____ issued on _____ is valid until revoked.
This permit is valid only for the work completed under the Construction Permit of the same number.

David C. Cook, P.E.
Manager, Permit Section
Division of Public Water Supplies

Instructions for Operating Permit Application

The Operating Permit Application must be submitted for all Public Water Supply projects that required a construction permit. The Operating Permit *must* be obtained before the project is placed in service.

Fill out the top section using the corresponding Construction Permit for reference.

- **Facility Name** is the name of the village, city or entity distributing community water supplies.
- **Facility ID Number** can be found on the Construction Permit. This number is specific to your facility.
- **Address** is the same as the address on the Construction Permit.
- **Construction Permit Number** is the assigned permit number of the corresponding Construction Permit. The Operating Permit and the corresponding Construction Permit will have the same permit number.
- **Permit Type** identifies whether the project involved is a Water Main, a Plant Improvement or Both.
- **Date Permit Issued** is the date the Construction Permit was granted.
- **Date of Project Completion** is the date construction was completed for the section of project you are requesting the Operating Permit for. If you are requesting an Operating Permit for a Partial project, the Date of Project Completion is the date construction was completed on that partial section. The Date of Project Completion will never be a date in the future, and must be a date *after* the issue date of the Construction Permit.
- **Title of Project** is the same title of project listed on the corresponding Construction Permit. The Operating Permit and the Construction Permit will have the same Title of Project.
- **Firm Name** is the engineering entity that designed the project.

Project Status will either be Final or Partial.

- **Final:** If construction on the project is complete, you will select **Final**.
- **Partial:** If construction on the total project is only *partially* complete, but you want to operate the completed section, you will select **Partial**. If this is the first partial, you will identify it as "Partial A", if this is the second partial, you will identify it as "Partial B" and so forth. Once the last partial section has been completed, identify it as such and also select Final in the Project Status.

The **Certified Operator in Responsible Charge** and **Owner of the Completed Project** should fill out his/her respective section. Please print your name legibly and sign where appropriate. By signing the application, the owner hereby certifies that the project named and described has been constructed in accordance with plans and specifications approved by the Illinois EPA, including specifications for bacteriological samples, and that bacteriological samples (if required) were taken under the supervision of a representative from the Public Water Supply. The owner also certifies that the project will be operated in accordance with the provisions of the Illinois Environmental Protection Act and the Rules and Regulations adopted by the Illinois Pollution Control Board pursuant to provisions of the Act.

Requests for **Verbal Approval** and questions can be addressed at (217) 782-1724.

Disinfection and bacteriological analysis must be performed for the completed project in accordance with the requirements of AWWA C651, C652, C653 or C654. For projects requiring these procedures, the sample results must be attached to the application. The construction permit number should be clearly visible on the sample results. Two consecutive sets of samples collected at least 24 hours apart must show the absence of coliform bacteria and the presence of a 0.5 mg/L minimum free chlorine residual or a 1.0 mg/L minimum combined chlorine residual. Samples must be collected every 1,200 feet of new water main along each branch and from the end of the line unless otherwise approved by the Illinois EPA.

All operating permit applications for water main construction permits that have additional conditions for lead service line inventory, replacement, and notification must include a statement indicating either that no full or partial lead service lines were identified or that they were replaced in accordance with Section 17.12 of the Act, 415 ILCS 5/17.12. A copy of the **Lead Informational Notice** satisfying the requirements of Section 17.12(jj) of the Act, 415 ILCS 5/17.12(jj) must also be attached. The notice must contain the following statement translated in the Spanish, Polish, Chinese, Tagalog, Arabic, Korean, German, Urdu, and Gujarati languages: "This notice contains important information about your water service and may affect your rights. We encourage you to have this notice translated in full into a language you understand and before you make any decisions that may be required under this notice."

This form may be completed online, a copy saved locally and printed before it is signed. You may also complete a printed copy manually. Submit the completed form to the Illinois EPA, Bureau of Water, Permit Section at the following address:

Illinois Environmental Protection Agency
Division of Public Water Supplies, Permit Section #13
1021 North Grand Avenue East, PO Box 19276
Springfield, IL 62794-9276