

**GUIDELINES FOR NEENAH-MENASHA SEWERAGE COMMISSION
APPROVAL OR DISAPPROVAL OF LOCAL SEWER SYSTEM
NEW CONNECTIONS OR EXTENSIONS
AS AMENDED, 5/26/2020**

BASIC PROVISIONS

The September 28, 1982, Wastewater Treatment Service Contract/Ordinance, jointly enacted by the City of Neenah, the City of Menasha, the Town of Neenah Sanitary Districts No. 1, No. 1-1 and No. 2, the Town of Menasha Sanitary District No. 4, the Town of Harrison Waverly Sanitary District, the Town of Neenah, the Town of Menasha, and the Town of Harrison, which jointly reorganizes the Neenah-Menasha Sewerage Commission, pursuant to Wis. Stats., sec. 66.0301 (formerly 66.30), contains basic provisions, set forth in sec. 604, as follows (all capitalized terms being terms defined in Section 101 of such Contract/Ordinance):

1. No Contracting Municipality shall make or permit any new connection to or extension of its Local Sewer System which is designed or permits entrance of Inflow/Infiltration directly or indirectly into the Regional System.
2. Each Contracting Municipality, before making any new connection to or extension of its Local Sewer System, shall submit the plans therefor to the Commission and, in making the same, shall permit the Commission to inspect the work, and shall comply with all requests of the Commission with respect thereto reasonably designed to assure exclusion from the Regional System of any such Inflow/Infiltration.
3. The Commission shall have sixty (60) days in which to approve any new connections to or extensions of the Local Sewer System of a Contracting Municipality.
4. If the Commission does not indicate its approval within sixty (60) days after receipt by the Commission of plans for any new connections or extensions, the Commission shall be deemed to have approved such plans.
5. Approval of such connections or extensions shall not be made unless it is reasonably determined that the downstream facilities are of sufficient capacity to handle the increased flow and waste load which reasonably would be forthcoming from such connections or extensions.

ADDITIONAL APPLICATION APPROVAL REQUIREMENTS

All applications to the Neenah-Menasha Sewerage Commission for approval of a new connection to or extension of its Local Sewer System by a Contracting Municipality shall be made

by and in the name of such Contracting Municipality, not by or in the name of the individual property owner(s) affected. The application shall be in writing and shall include the following documentation:

1. A fully completed copy of Department of Natural Resources Form No. 3400-59 (or its successor form), pertaining to such proposed new connection or extension, together with all enclosures thereto.
 - a. The ultimate design capacity for the area being served, which shall include: flow (gallons per day), BOD (pounds per day), TSS (pounds per day), phosphorus (pounds per day). (approved 5/26/2020)
2. A detailed drawing of the plan for such proposed new connection or extension.
3. Certification by applicant that the geographic area encompassed by the proposed new connection or extension lies entirely within the territorial limits of the Contracting Municipality making the approval request, evidenced by a map showing both the area encompassed by the new connection or extension requested and the relevant territorial limits of the applicant municipality.
4. A formal written request to the Neenah-Menasha Sewerage Commission by the Contracting Municipality that the Commission approve the request.
 - a. Submittal of new connection or extension requests prior to approval being granted by the Contracting Municipality, if approved by the Commission, will be approved contingent upon approval being granted by the Contracting Municipality. (approved April 25, 1995)

STANDARD OF REVIEW

In considering the application of a Contracting Municipality for Neenah-Menasha Sewerage Commission approval of a new connection or extension request, the Commission shall be guided by the following criteria:

1. The application should be determined by the Commission to contain all the information required by these guidelines.
2. The application should be determined by the Commission to be in the form required by these guidelines.
3. The facilities downstream of the proposed new connection or extension should be reasonably determined by the Commission to be of sufficient capacity to handle the increased flow and waste load which reasonably could be expected to be forthcoming from such connection or extension and the Commission should determine that the new connection or extension will be free of Inflow/Infiltration as that term is defined in the Ordinance/Contract.

**NEENAH-MENASHA SEWERAGE COMMISSION APPROVAL
OF CONNECTION OR EXTENSION SUBJECT TO
DEPARTMENT OF NATURAL RESOURCES APPROVAL**


Approval of an application to the Neenah-Menasha Sewerage Commission by a Contracting Municipality for a new connection or extension of its Local Sewer System shall be granted only on the condition that the extension or connection requested is approved also by the Wisconsin Department of Natural Resources.

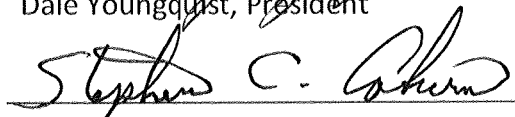
IN WITNESS WHEREOF, the Neenah-Menasha Sewerage Commission has approved and adopted these guidelines for approval or disapproval of Local Sewer System new connections or extensions and has caused same to be signed and attested to by its duly authorized officers.

Passed and adopted by the Neenah-Menasha Sewerage Commission in the County of Winnebago, Wisconsin, on the 26TH day of MAY, 2020.

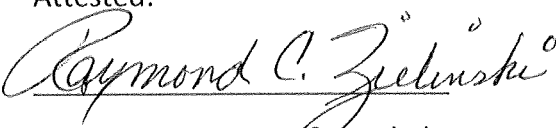
Ayes 6 Nays 0


NEENAH-MENASHA SEWERAGE COMMISSION

By: 
Dale Youngquist, President


Steve Coburn, Secretary

Attested:


Commissioner


Commissioner