

Wastewater Project Process

A simplified flow chart of the steps needed to identify, evaluate, and implement a wastewater management project

	What	By whom	Town Status
1	Identification of need to prepare an engineering report	WPCA or DEEP	done
2	Selection of Consulting Engineer	WPCA	done
3	Development of scope of study	Consulting Engineer	done
4	Approval of scope of study	WPCA and DEEP	done
5	File application for Clean Water Fund planning grant	WPCA	done
6	Development of draft engineering report	Consulting Engineer	done
7	Review of draft report*	WPCA	done
8	Revisions based on WPCA review*	Consulting Engineer	done
9	Submission of revised report to DEEP	WPCA	done
10	Determination of requirements under CEPA	DEEP	done
11	Review of revised report*	DEEP	done
12	Revisions based on DEEP Review*	Consulting Engineer	
13	Publication of Environmental Impact Evaluation (EIE)	DEEP	
14	Comments on EIE	State agencies, local agencies, public	
15	Responses to comments and revisions to EIE*	DEEP and Consulting Engineer	
16	Determination of EIE sufficiency	OPM	
17	Approval of engineering report	DEEP	
18	Local Funding Authorization for project	WPCA, voters	
19	Selection of Consulting Engineer	WPCA	
20	Development of scope of work	Consulting Engineer	
21	Approval of scope of work	WPCA and DEEP	
22	File application for Clean Water Fund small community grant & loan	WPCA	
23	Design	Consulting Engineer	
24	Review of design documents*	DEEP	
25	Revisions based on DEEP Review*	Consulting Engineer	
26	Approval of Design	DEEP	
27	Advertisement for Bids	WPCA and Consulting engineer	
28	Construction	Utility contractor	

* may occur multiple times before all comments are satisfactorily addressed	NOTE: Identification and negotiation of any needed intermunicipal agreements begins during step 9 - 18.
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