**Section 174.401 Application Requirements**

In order to enter into a delegation agreement, the applicant must submit a letter requesting delegation and include:

a) A statement that the technical staff is in the full time employ of the applicant or a copy of the contract between the consultant and the unit of local government pursuant to Section 174.302(d);

b) The name, registration number, and qualifications of the person(s) who will be responsible for

1) the issuance of the construction and operating permits, and,

2) if applicable, the preparation of plan documents;

c) A resolution by the governing body of the unit of local government or existing ordinance authorizing the chief officer of the applicant to designate persons to sign permits on behalf of the applicant;

d) Standard specifications adopted by the unit of local government for sewer or water main construction, whichever is applicable, at least as stringent as Agency standards, or a certification that the applicant has adopted such specifications by ordinance;

e) A certification that the applicant possesses an atlas or other documents as required by Sections 174.203(c)(1) or 174.303(b);

f) Administrative Procedures

1) For sewer permits, those procedures that will be used to process applications;

2) For water main extension permits, those procedures that will be used to correlate permitted projects with corresponding plan documents and bacteriological analysis report sheets;

g) Capacity Information

1) For sewer permit delegation, a certification that by issuance of a construction permit the applicant acknowleges adequate capacity in its wastewater collection system and at its treatment plant as required by 35 Ill. Adm. Code 309.222(b).

2) For water main extension delegation, a report which provides information as to raw and finished water production capacity, average daily demand, peak monthly demand, peak day demand, peak hour demand, number of service connections, population served, and pressures in the distribution system.

(Source: Amended at 14 Ill. Reg. 4891, effective March 16, 1990)