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| **Project Name:** |       | **Date:** |       |
| **Engineer Name:** |       | **AK P.E. License No.:** |       |
| Use of this guide is required for a separation distance waiver request between a public water system’s piped distribution and potential source(s) of contamination such as septic systems, sewer mains, fuel tanks, storm drains, etc., as discussed in 18 AAC 80.020 (water) and 18 AAC 72.020 (wastewater). **Important**: Waiver requests must be accompanied by the following:* Facility and project information forms (see Checklist 0.0)\*
* Sealed engineer’s report

\*An Applicant Certification Form (Checklist 0.0a) must be used in lieu of facility and project information forms when an applicant other than the PWS owner is requesting a waiver for a potential source(s) of contamination owned by the applicant or located on the applicant’s property.**Note:** When completing this checklist, please answer the question and also include where in the submittal detailed information is found for each submittal requirement. Please be as specific as possible (specify document name, page number, section number, paragraph, etc.). This will accelerate the review process. |

| **Submittal Requirements** | ***Regulatory Reference*** |
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| 1. **Waiver Request:** Has the engineer submitting the waiver request sealed the engineer’s report as required? The report must clearly identify the drinking water source and the potential source(s) of contamination involved, provide the reason(s) the separation distance(s) cannot be met, and justify the lesser distance(s) explaining how the lesser distance(s) do not threaten public health. Information outlined below should be included in the report.
 | *18 AAC 80.020(f)&(g)* |
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| 1. **Waiver Fee and Contact Information:** The required waiver review fee shall be included with all waiver requests. If the request includes sanitary- or storm- sewer mains, how many feet of water main will be subject to the waiver? A blank invoice may be obtained on our website at <http://dec.alaska.gov/media/10877/plan-review-invoice.pdf>or by contacting DEC. If payment is received and the fee calculation is incorrect, the check will be returned or shredded per the payer’s preference. If the applicant has requested the Department invoice for the fee, the submittal must include contact information for the person, agency, or company responsible for payment including a name, mailing address, telephone number, and email address. A waiver submittal will not be reviewed until payment is received.
 | *18 AAC 80.020(g)**18 AAC 80.1910(a)(11)* |
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| 1. **Waiver Type:** For each situation not meeting required separation distances, describe the applicable design and construction condition(s) identified in numbers 15 to 18 in the Distribution - Piped Checklist (Checklist Number 5.0). For situations where a waiver is being requested, information provided should include all proposed separation distances and prescriptive conditions not met, their location(s), and the details of each of these conditions for all potential sources of contamination (e.g. sanitary sewer mains, manholes, storm sewer main, etc.) and water mains involved.
 | *18 AAC 80.020(f)&(g)* |
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| **Note:** For projects requesting a separation distance waiver to multiple potential sources of contamination, the engineer should include a summary table listing each instance where the separation distance or prescriptive condition(s) are not met. The table should include the location (i.e. station) and a description of how each of the conditions (horizontal installations or crossings) is met for those locations. A template is available upon request. |
| 1. **Protective of Public Health:** Is justification included showing the design, management, and operations of the potential risk(s) and the distribution system are or will be protective of public health? This may include a discussion of such things as construction methods, environmental factors, proposed mitigation techniques, weld logs, and construction verification field notes.
 | *18 AAC 80.020 (g)* |
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