



**ENGINEERING REVIEW SECTION
TIME EXTENSION REQUEST FORM
DRINKING WATER FACILITIES**

INSTRUCTIONS

Please fill out and submit this time extension request form to obtain additional time with which to submit an Engineers Certificate of Completion for an Approval of Construction of the drinking water system in accordance with Arizona Administrative Code (A.A.C.) R18-5-505 (E). A time extension of time may be granted by the Department within 90 days after the passage of one of the following:

1. Construction does not begin within one year after the date the Approval to Construct is issued, or
2. Construction is not completed within three years after the date construction begins.

GENERAL APPLICATION PROCESS

1. Submit this Time Extension Request form to the Arizona Department of Environmental Quality (ADEQ) if you received a time extension for an Approval to Construct from ADEQ and you meet the time requirements noted above. ADEQ can give an extension for up to one year to either begin or complete construction.
2. Time extensions are 50% of the standard fee, not to exceed \$500.00. Use the following table to calculate fees for drinking water systems:

Fee Category (R18-14-202)	Fee ^{a, b}
Approval to Construct for a Public Water Distribution System:	
o 150 or fewer service connections	\$900
o 151 to 300 service connections	\$1,400
o 301 to 450 service connections	\$1,900
o 451 to 600 service connections	\$2,400
o 601 to 750 service connections	\$2,900
o Each additional 150 service connections	Add \$500
Water Treatment Plants and Blending Plans (including new source approval if applicable):	
o < 0.1 Million gallons per day (MGD)	\$1,500
o ≥ 0.1 MGD and < 1.0 MGD	\$2,000
o ≥ 1.0 MGD and < 5.0 MGD	\$3,000
o ≥ 5.0 MGD	\$5,000
Well (including new source approval if applicable), each	\$1,250
Storage Tank, each	\$800
Booster Pump, each	\$800
Main Line Extension (for minor water line extensions only)	\$250
Chlorinators/Disinfection Devices, each	\$250
Extension of Time to Construct ^c	50% of the application fee, not to exceed \$500
Priority Review Fee ^d	Double the Standard Fee

Notes:

- a. Fees are calculated on a per-unit basis: i.e., a separate fee is assessed for each separate storage tank, booster pump, disinfection device or well.
- b. Fees for each application type are cumulative; an applicant must pay the total of all pertinent fees.
- c. Extensions of time to construct are issued pursuant to A.A.C. R18-5-505(E): the Section states than an Approval to Construct becomes void if construction is not commenced or completed within a specific time period, unless the Department grants an extension of time.
- d. Priority Review projects require Department authorization prior to filing.

3. Receive the time extension and continue the project. ADEQ will only issue 2 extensions per project.
4. Begin construction or submit an Engineer's Certificate of Completion within the time frame specified in ADEQ's letter granting a time extension.



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LICENSING TIME FRAMES

Licensing Time Frames are specified by the Arizona Department of Environmental Quality in AAC R18-1-525, which limits the number of business days ADEQ can review your project without a penalty. They are:

License Type	Administrative Review	Substantive Review	Overall Time Frame
Time Extension Approval			
Standard	16	16	32



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GENERAL INFORMATION

1 Project Name and Information

Project Name _____
 Project Description _____

 ADEQ File # _____ LTF Number _____
 Date ATC Issued _____

2 Applicant (to whom the ATC was issued)

Name _____ Phone _____
 Title _____ Firm Name _____
 Mailing Address _____ City _____ State _____ Zip _____
 E-mail Address _____

3 Applicants Agent

Name _____ Phone _____
 Arizona BTR Registration Number _____
 Title _____ Firm Name _____
 Mailing Address _____ City _____ State _____ Zip _____
 E-mail Address _____

SUPPLEMENTAL INFORMATION

4 Reason for this Request (select one)

- The construction on this project was not started (or will not start) within one year. We request an additional year to start construction.
- The construction was started within a year and construction has continued for 3 years. We request an additional year to complete construction.

5 Additional Information (fill out applicable items)

I requested a time extension on the following date: _____
 Date Construction Started: _____ Date Construction Stopped: _____

DEPARTMENT USE ONLY		DATE STAMP
LTF Number		
Time Extension issued	<input type="checkbox"/> Yes / <input type="checkbox"/> No Date: _____	



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6 Certification Statement (To be completed by the Applicant or Applicant's Agent in item 2 or 3 above)

I, _____, certify that the information provided on this form is based on the best available information. The sanitary facilities will be constructed according to the ADEQ Certificate of Approval and the approved plan documents.

Signature of Applicant or Applicant's Agent
(Owner, Developer, Engineer or Consultant)

Date