



VIRTUAL/TELECONFERENCE
PRIVATE ONSITE WASTEWATER TREATMENT SYSTEMS (POWTS)
TECHNICAL CODE ADVISORY COMMITTEE
Virtual, 4822 Madison Yards Way, Madison
Contact: Brad Wojciechowski (608) 266-2112
September 3, 2026

The following agenda describes the issues that the Committee plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Committee.

AGENDA

9:00 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

- A. Adoption of Agenda (1-2)**
- B. Approval of Minutes for April 14, 2026 (3)**
- C. Reminders: Conflicts of Interest, Scheduling Concerns**
- D. Introduction, Announcements, and Recognition**
- E. Administrative Matters – Discussion and Consideration**
 - 1. Committee, Department, and Staff Updates
 - 2. Committee Members
 - a. Hammes, Jeffrey
 - b. Hegeman, Frederick
 - c. Keymer, Daniel
 - d. Schmidt, Robert
 - e. Stair, Todd
 - f. Vander Leest, Daniel
 - g. Wellauer, Eric
 - h. Wieser, Mark
- F. Technical Advisory Matters – Discussion and Consideration (4-6)**
 - 1. SPS 383 Proposed Appendix – Discussion and Consideration
 - 2. Sand Blanket Component Manual – Discussion
- G. Public Comments**

ADJOURNMENT

NEXT MEETING: TBD 2027

MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held virtually unless otherwise indicated. In-person meetings are typically conducted at 4822 Madison Yards Way, Madison, Wisconsin, unless an alternative location is listed on the meeting notice. In order to confirm a meeting or to request a complete copy of the board's agenda, please visit the Department website at <https://dsps.wi.gov>. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of any agenda item may be changed by the board for the convenience of the parties. The person credentialed by the board has the right to demand that the meeting at which final action may be taken against the credential be held in open session. Requests for interpreters for the hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer or reach the Meeting Staff by calling 608-267-7213.

**VIRTUAL/ TELECONFERENCE
PRIVATE ONSITE WASTEWATER TREATMENT SYSTEMS (POWTS)
TECHNICAL CODE ADVISORY COMMITTEE
MEETING MINUTES
APRIL 14, 2026**

PRESENT: Jeffrey Hammes, Frederick Hegeman, Daniel Keymer, Robert Schmidt, Daniel Vander Leest, Todd Stair, Eric Wellauer, Mark Wieser (*arrived at 9:53 a.m.*)

STAFF: Brad Wojciechowski, Executive Director; Joseph Ricker, Legal Counsel; Ashley Sarnosky, Board Administration Specialist and other Department staff

CALL TO ORDER

Brad Wojciechowski, Executive Director, called the meeting to order at 9:00 a.m. A quorum was confirmed with six (6) members present.

ADOPTION OF AGENDA

MOTION: Robert Schmidt moved, seconded by Frederick Hegeman, to adopt the Agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES AUGUST 7, 2025

MOTION: Jeffrey Hammes moved, seconded by Daniel Vander Leest, to approve the Minutes of August 7, 2025, as published. Motion carried unanimously.

Mark Weiser arrived at 9:53 a.m.

ADJOURNMENT

MOTION: Jeffrey Hammes moved, seconded by Robert Schmidt, to adjourn the meeting. Motion carried unanimously.

The meeting was adjourned at 10:02 a.m.

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and title of person submitting the request: Brad Wojciechowski, Executive Director		2) Date when request submitted: 8/24/2026 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: POWTS Technical Advisory Committee			
4) Meeting Date: 9/3/2026	5) Attachments: ☒ Yes ☐ No	6) How should the item be titled on the agenda page? Technical Advisory Matters – Discussion and Consideration 1) SPS 383 Proposed Appendix – Discussion and Consideration 2) Sand Blanket Component Manual - Discussion	
7) Place Item in: ☒ Open Session ☐ Closed Session	8) Is an appearance before the Board being scheduled? <i>(If yes, please complete Appearance Request for Non-DSPS Staff)</i> ☒ Yes <Appearance Name(s)> ☐ No	9) Name of Case Advisor(s), if applicable: <Click Here to Add Case Advisor Name or N/A>	
10) Describe the issue and action that should be addressed:			
11) Authorization  8/24/2026 Signature of person making this request Date Supervisor (Only required for post agenda deadline items) Date Executive Director signature (Indicates approval for post agenda deadline items) Date			
Directions for including supporting documents: 1. This form should be saved with any other documents submitted to the Agenda Items folders. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

Table A-383.43-1
Public Facility Wastewater Flows

Category	Source	Unit	GPD
Assembly Hall	Church (no kitchen)	Person	2
	Church (with kitchen) ^b	Person	5
	Entertainment Venue (dance hall, theatre, etc.)	Seat or Person (10 sq. ft./person)	2
	Health Club or Gym (no showers)	Person	2
	Meeting or Town hall (no kitchen)	Person (10 sq. ft./person)	2
	Wedding or Banquet Facility (catered) ^b	Person	5
Education Facility	Day Care Facility (no meals prepared)	Child	12
	Day Care Facility (with meal preparation) ^b	Child	16
	School (without meals or showers)	Student	12
	School (with meals ^a or showers)	Student	16
	School (with meals and showers) ^a	Student	20
Lodging	Apartment or Condominium	Bedroom (2 persons/bdrm)	100
	Bed & Breakfast	Room	65
	Camp, day and night	Person	25
	Camp, day use only (no meals served)	Person	10
	Campground, RV with sewer connection	Space	50
	Campground, Park Model or Camping Cabin	Space	100
	Campground, served by toilet building (no showers)	Space	20
	Campground Sanitary Dump Station ^a	Camping unit or RV served	30
	Hotel or Motel	Room	65
	Hotel or Motel (with kitchen or spa tub)	Room	100
	Labor/Construction/Migrant camp (central bath/laundry)	Person	20
	Labor/Construction/Migrant camp	Person	50
	Manufactured Home Community	Manufactured home site	200
	Multi-Unit Residential Facility (>10 units and >30 BDRM) ^a	Bedroom (2 persons/bdrm)	65
	Institutions (Prison, etc.)	Person	125
	Short Term Rental ^d	Person	50
Medical	Hospital	Bed space	135
	Medical Office, professional (doctor/nurse)	Person	50
	Medical Office, patient	Person	6.5
	Nursing, Rest Home, Community-Based Residential Facility (CBRF) ^b	Bed space	65
Outdoor Facility	Concession Stand (prepackaged food only)	Per sq.ft.	1
	Parks (toilets waste only)	Patron	3.5
	Sport/Event Facilities (toilet waste only)	Patron	3.5
	Swimming Pool Bathhouse	Patron	6.5
Restaurant/Food	Bar, Tavern or Lounge (no kitchen waste) ^b	Patron (10 sq. ft./patron)	5
	Catering Kitchen (kitchen waste only) ^a	Meal served	8
	Coffee Shop ^a	Person (10 sq. ft./person)	5
	Dining Hall (kitchen waste only) ^a	Meal served	5
	Dining Hall (toilet waste only)	Meal served	3
	Restaurant, 24-hr. (kitchen waste only) ^a	Patron seating space	16
	Restaurant, 24-hr. (toilet waste only)	Patron seating space	28
	Restaurant (kitchen waste only) ^a	Patron seating space	8
	Restaurant (toilet waste only)	Patron seating space	14
Miscellaneous	Restaurant, take-out (kitchen waste only) ^a	Per sq.ft.	2
	Animal Shelter, Kennel, Veterinarian ^c	Run (pen, cage, stall)	15
	Animal Shelter, Kennel, Veterinarian ^c	Grooming Station/Vet.	125
	Beauty Salon or Barber Shop ^c	Station	100
	Bowling Alley	Bowling Lane	65
	Catch Basin ^c	Basin	65
	Convenience Store ^b	Parking Space	15
	Drive-in Theater	Person	2
	Employees (total/all shifts)	Employee	13
	Floor Drain (not discharging to catch basin)	Drain	25
	Fuel station (associated toilet waste)	Pump or Charging Station	50
	Laundry (self service/non-commercial)	Machine	400
	Public Shower Facility	Shower taken	10
	Retail Store	Patron (70% of retail area / 10 sq. ft.)	1
^a Expected to be high in Biological Oxygen Demand (BOD); Total Suspended Solids (TSS); Fats, Oil & Grease (FOG) ^b At-Risk (potentially high in Biological Oxygen Demand (BOD); Total Suspended Solids (TSS); Fats, Oil & Grease (FOG)) ^c Possible Industrial Wastewater ^d As licensed by DATCP or local authority			
NOTE: Facilities may include more than one category. (For example, schools would need to include both students and employees.)			



STATE OF WISCONSIN

Department of Safety and Professional Services

INDUSTRY SERVICES
Field Services

Governor Tony Evers

Secretary Dan Hereth

To the members of the Technical Advisory Committee,

The staff of DSPS POWTS intends to begin work on a new DSPS-produced component manual – the Sand Blanket Component Manual. The goal of the manual is to standardize design and provide uniform guidance for Sand Blankets using aggregate and aggregate alternatives, which have become increasingly common statewide. Because Sand Blanket designs involve additional considerations and significant deviations from the requirements of the existing In-Ground Component Manual, we believe a new component manual is better suited to address these systems than a revision to the existing manual.

As required by SPS 384.10(3), the Department is seeking input from the Technical Advisory Committee. We welcome and value your comments and input as we develop the manual, particularly:

- Now: Design considerations, useful research to inform the manual, or other recommendations that should be considered as we begin developing the manual.
- At the next Technical Advisory Committee meeting: Review and feedback on the draft manual.
- Prior to May 2027: Final comments as the manual moves through the public comment and approval process.

This timeline is intended to coincide with the renewal and minor revisions to the existing DSPS-produced component manuals.

The Sand Blanket Component Manual will follow the same general format as the existing DSPS-produced component manuals. The manual will establish basic design criteria while maintaining flexibility in system design. As with any other component manual, Individual Site Design Sand Blankets would still be allowed if the design does not meet the component manual requirements, provided the proposed design is still a functional, code-compliant system.

The design criteria in the manual will be informed by research conducted by SSWMP and other organizations, as well as by Sand Blanket systems that have previously been designed and approved as Individual Site Designs, and the currently approved component manuals.

On behalf of the DSPS POWTS team,

Katie Petzel

POWTS Plan Reviewer – Field

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