



Tony Evers, Governor
Dawn Crim, Secretary

April 4, 2022

David Sadenwasser, Assistant Zoning Administrator
County of Vilas
330 Court Street
Eagle River, WI 54521
dasade@vilascountywi.gov

VIA EMAIL

Re: County of Vilas Agent Delegation Request for Private On-Site Wastewater Treatment System (POWTS) Plan Review

Dear David Sadenwasser,

I am pleased to inform you that your county has been delegated POWTS plan review authority per your request. Per Wis. Stat. § 145.20 and Wis. Admin. Code § SPS 383.23(1), I delegate your municipality the primary responsibility to do plan review for the following commercial POWTS installations utilizing approved component manuals:

1. Non-pressurized in-ground systems with a DWF of up to 3,000 gallons per day.
2. Replacement septic and pump tanks for facilities with a design wastewater flow of up to 3,000 gallons per day.

Per Wis. Admin. Code § SPS 383.23(1), I also delegate your county the responsibility to do plan review for POWTS holding tanks based on $\geq 3,000$ gallons per day estimated flow utilizing approved component manuals and products.

An exception to this delegation is that our agency retains jurisdiction for plan review for all state-owned buildings, as well as projects for which the owner chooses to submit plans to our agency.

As a condition of this delegation, you are required to comply with the following:

- Notify the department, in writing, immediately of any personnel changes to plan review staff.
- Notify the Department, in writing, at least 30 days prior to the date upon which the appointed agent intends to relinquish the responsibilities assumed under this section.

The Department will periodically monitor delegated agents and request activity reports to ensure that the delegated responsibilities are being properly fulfilled by the municipality. We do require that delegated municipal code official(s) hold the Wisconsin POWTS Inspector certification and the Wisconsin Soils Tester license. Note this requirement does not require the utilization of two individuals to perform a plan review.

In accordance with 2017 Wisconsin Act 198, the Department will be implementing a five-year electronic renewal process. Please continue to monitor Department correspondence as further details regarding this process are communicated.

I understand that the primary POWTS plan reviewer for your municipality is you, David Sadenwasser, and that you have the proper certification(s) to do so.

Our POWTS consultant for your area, Katie Petzel, at (608) 574-1189, is available to assist in any questions or concerns your county may have with implementing these POWTS enforcement services. Plan review training is available by contacting Jerry Swim at (608) 789-7892, which is offered during non-peak review months.

The Division of Industry Services looks forward to working with you.

Sincerely,

Bradley A Johnson

Bradley A. Johnson, P.E., Section Chief, POWTS Program, Field Services Bureau

cc: Garry Krause, Bureau Director, Technical Services Bureau
Katie Petzel, POWTS Inspector, Field Services Bureau