

Owner Construction/Operating Permit Checklist

- Title 124 - Rules and Regulations for the Design, Operation, and Maintenance of On-site Wastewater Treatment Systems [permit application](#), [citizenship attestation](#) (if applicable), soils information, and 3 sets of P.E. sealed plans/specifications completed and submitted to the Nebraska Department of Environment and Energy (NDEE), *date:* _____
- If applicable:* Title 122 - Rules and Regulations for Underground Injection and Mineral Production Wells [Authorization to Operate Class V Injection Well](#) submitted to NDEE, *date:* _____
- If applicable:* Title 122 Authorization to Operate issued by NDEE, *date:* _____
- Title 124 permit application review completed, design issues resolved and Title 124 Construction Permit issued by NDEE, *date:* _____
- If applicable:* Operation and Maintenance Manual submitted to NDEE, *date:* _____
- Owner review of approved plans with engineer and installer prior to construction
engineer: _____ *installer:* _____ *date:* _____
- If applicable:* Proposed revision submitted to NDEE, *date:* _____
- If applicable:* Revision approved by NDEE, *date:* _____
- [System registration](#) and [fee](#) submitted to NDEE by [Installer](#), *date:* _____
- If applicable:* Operation and Maintenance Manual approved by NDEE, *date:* _____
- Engineer's [certification of completion](#) submitted to NDEE, *date:* _____
- Title 124 Operating Permit issued by NDEE, *date:* _____

Reminders:

- This checklist is provided as a courtesy to help with typical onsite wastewater treatment system permit related requirements. Additional regulatory requirements may apply.
- Please check for local requirements which are separate and may be different than Title 124 requirements.
- Permit applications are reviewed in the order received by the Department. Please allow sufficient time in your planning for application preparation, review, and any needed clarifications or revisions, some of which may require additional field work. The Department may request additional information as needed for its review and permit decision.
- When a permit application is required, Title 124 requires a construction permit prior to any onsite system construction and an operating permit prior to wastewater discharge to or any use of the onsite system.
- When a construction permit is issued, Title 124 requires that any modifications, revisions, or changes to the system or design be approved by NDEE prior to changes being made to the system.
- Title 124 requires system registration (Installer) and certification of completion (Engineer) before an operating permit can be issued.
- Forms referenced here are available from the NDEE website: <http://dee.ne.gov>

For purposes of system registration, the Department has interpreted completion of work to mean that all onsite wastewater treatment system components have been installed, constructed or modified so that the system piping, treatment devices or other appurtenances that convey, treat or dispose of wastewater are ready to be used. The NDEE does not consider construction completion of an onsite system to be dependent upon construction of any dwelling or building to which the system may be connected, final grading, seeding, or the date of receipt of payment for work performed.