

# FREQUENTLY ASKED QUESTIONS

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**INSIDE THIS ISSUE:**

<i>Where to submit</i>	1
<i>Number of copies</i>	1
<i>Project Status and Reviewer</i>	1
<i>Review timeframes</i>	1
<i>Approval documentation</i>	2
<i>Verbal approvals</i>	2
<i>Professional Engineer Required</i>	2
<i>Permit through both the Division and State Engineers office</i>	2

## FAQS FOR DRINKING WATER PROJECTS

This document summarizes some of the most frequent questions that Engineering Section staff members receive related to the Drinking Water design reviews.



### WHERE SHOULD THE SUBMITTAL PACKAGE BE SUBMITTED?

Mailing address:  
CDPHE WQCD B2  
Attn: Engineering Section  
4300 Cherry Creek Drive  
Denver CO 80246  
Electronic submittal:  
CDPHEWQEngReview@state.co.us



### HOW MANY COPIES SHOULD BE SUBMITTED?

The Division prefers one (1) hard copy sent to the address above and one (1) electronic copy of the submittal.

### HOW WILL I KNOW THAT THE DIVISION RECEIVED THE DESIGN SUBMITTAL, THE DIVISION REVIEWER, OR THE CURRENT PROJECT STATUS?

The Division lists the design submittal case status on our website. Alternatively you can email the Engineering Section at: CDPHEWQEngReview@state.co.us or call at 303-692-6298.

### I'M CURRENTLY WORKING ON A DESIGN SUBMITTAL – MAY I FIND OUT WHO MY DIVISION REVIEWER WILL BE PRIOR TO SUBMITTAL?

Unfortunately, no. The Division assigns reviewers based on the work load. If you have a question about a future design review please contact the Engineering Review Unit Manager for the County where the project is located. You may request a certain reviewer but the Division cannot guarantee that reviewer request will be granted.

### HOW LONG DOES THE DESIGN APPROVAL PROCESS TAKE?

The Division aims to approve or disapprove projects within 45 days. However, the Engineering Section is backlogged and review projects are typically taking longer than the 45 day review goal period. Please call the Engineering Section Manager to discuss the current backlog period.

Please note that the 45-day review goal does not include any time awaiting responses to requests for information from water systems or their representatives.





### WHAT DOCUMENTATION WILL I GET ONCE MY PROJECT IS APPROVED?

The system will receive a letter approving the project (aka approval letter) which will be sent on State of Colorado letterhead to the administrative contact. The Division does not give verbal or email approvals for water system projects. The approval is valid for 365 days from the letter date.



### DOES THE DIVISION PROVIDE VERBAL DESIGN REVIEW APPROVALS?

No. All correspondence goes out on State of Colorado letterhead. The project is not approved until a formal approval letter is issued.

### DO I NEED TO HIRE AN ENGINEER?

Depends on the public water system classification. Community water systems are required by CPDWRs Section 1.11.2 to have a professional engineer licensed in the State of Colorado design potable water system projects. Non-community water systems are not required to have a professional engineer; however, it may be beneficial for non-community public water systems to enlist the aid of a person who is experienced with water system design.

Please note that State of Colorado statute requires that any person practicing engineering work must be a registered professional engineer in Colorado. To verify a professional engineer's status in Colorado contact the Colorado Division of Regulatory Agencies at: <http://www.dora.state.co.us/registrations/contact.htm> or 303-894-7800.



### I ALREADY HAVE A WELL PERMIT FOR MY SOURCE. DO I NEED TO GO THROUGH THE DIVISION'S APPROVAL PROCESS?

Yes. Water sources, such as wells and infiltration galleries, that are being used for public water system have to be approved by both the Colorado Division of Water Resources aka the State Engineer's office (<http://water.state.co.us/>) and the division.

The Colorado Division of Water Resources is responsible for regulating quantity of water (e.g., well permits, water rights) and the Division is responsible for regulating public water system quality.

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