



*Lac qui Parle – Yellow Bank
Clean Water Partnership
600 6th Street
Madison, MN 56256
(320) 598-3319*

TO: Low Interest Individual Sewage Treatment System (ISTS) Loan Applicants
FROM: Mary Homan, Clean Water Partnership Project Coordinator
SUBJECT: ISTS Loan Process

Thank you for your interest in this low interest loan program for upgrading ISTS. You will need to follow the following steps to ensure that you are eligible for this funding.

- 1) Apply for the loan and receive approval of the application
The Lac qui Parle-Yellow Bank Clean Water Partnership accepts the loan application and verifies that you are eligible for the loan. An estimate for the replacement of your current system is required on the loan application. Your property taxes must be current and the property is assessed at least \$10,000 by the county assessor. Your system must be failing or need to be upgraded (this is not for new systems) and you have agreed to properly maintain your system till the loan is repaid in full. Construction can not begin until you receive your approval letter.
- 2) Lac qui Parle County Zoning Permit
The Lac qui Parle Environmental Office in the Courthouse issues Zoning Permits for the county. They have developed a list of steps for you to follow to get your ISTS installed or replaced. By following these steps, your system will meet the required standards which are required for the loan and will go on record. This also helps protect you in the event there are problems later.
- 3) Contactor Bills for Services Performed
You will need to bring all the invoices and bills into the Clean Water Partnership office as soon after installation is complete. The Clean Water Partnership will process them and sent them into Minnesota Pollution Control Agency and then they forward money to the Watershed District who then pays the invoices. The check will be made out to you and then you will pay your contractors. The payment should be completed within 30 days.

Your project is eligible for funding only if you are replacing/upgrading a failing system. If the work is begun before the first two steps are met, you become ineligible for the loan. All expenses including zoning permits and inspector fees are eligible expenses for this loan.

