



City of Prescott
Pretreatment Program

Chapter 5: Industrial Wastewater Discharge Permits

July 2013



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Acronyms

BMPs	Best Management Practices
CFR	Code of Federal Regulations
City	City of Prescott
gpd	gallons per day
IWDP	Industrial Wastewater Discharge Permit
IWS	Industrial Waste Survey
NSCIU	Non-Significant Categorical Industrial
POTW	Publicly Owned Treatment Works
SIC	Standard Industrial Classification
SIUs	Significant Industrial Users



5. Industrial Wastewater Discharge Permits

5.1. Background

The General Pretreatment Regulations, 40 Code of Federal Regulations (CFR) Part 403, require the City of Prescott (City) to control wastewater discharges from significant industrial users (SIUs) through permits or similar means to ensure compliance with pretreatment standards and requirements. The regulations also specify that individual control mechanisms, in the form of Industrial Wastewater Discharge Permits (IWDP), be issued to SIUs and be enforceable by the City. The IWDP must contain, at a minimum, the following elements specified in 40 CFR 403.8 (f)(1)(iii)(A - E):

- Statement of duration (in no case more than five years)
- Statement of non-transferability without prior notification to the Public Works Director and provisions for transferring IWDP conditions to a new owner or operator
- Wastewater discharge limits based on applicable general pretreatment standards, categorical pretreatment standards, and local limits
- Self-monitoring, sampling, reporting, notification, and recordkeeping requirements
- Statement of applicable civil and criminal penalties for violation of pretreatment standards and compliance schedules

This chapter describes the procedures for permitting SIUs and includes templates for the IWDP application (Appendix A) and permit contents (Appendix B).

5.2. Permitting Requirements

The City's legal authority to issue IWDP is described in City Code, Title II, Chapter 2-1-65. Each SIU is responsible for obtaining an IWDP from the City's Public Works Director prior to discharging wastewater to the Publicly Owned Treatment Works (POTWs). An SIU, as defined by 40 CFR 403.3, is an industrial user which falls into one or more of the following categories:

- Subject to categorical pretreatment standards, found in 40 CFR 405 through 471

- Discharges an average of 25,000 gallons per day (gpd) or more of process wastewater
- Discharges process waste stream which makes up five percent or more of the average dry weather hydraulic or organic capacity of the POTW
- Designated as such by the Public Works Director on the basis that it has a reasonable potential to adversely affect the POTW's operations or violate any pretreatment standard or requirement

The Public Works Director may determine that an industrial user subject to categorical pretreatment standards is a non-significant categorical industrial user (NSCIU), rather than an SIU, if the industrial user discharges less than 100 gpd of total categorical wastewater and has consistently complied with the categorical pretreatment standards and does not discharge untreated process wastewater. For an industrial user that meets the SIU criteria, but has no reasonable potential for adversely affecting POTW operations, the Public Works Director may determine that the industrial user should not be considered an SIU (City Code, Title II, Chapter 2-1-9). The Public Works Director may also require an SIU to obtain an IWDP even if discharge of wastewater is not anticipated (e.g., zero dischargers).

Any violation of the IWDP will be considered a violation of City Code, Title II, Chapter 2-1 and will be subject to enforcement actions. Obtaining an IWDP does not relieve a Permittee of its obligation to comply with all federal, state, and local pretreatment standards.

5.3 Permit Application

An application for an IWDP must be filed at least 45 calendar days prior to the date of beginning to discharge wastewater. An example of the IWDP application is included in Appendix A. Permits are issued for a specified time period, not to exceed five years from the effective date of the permit. A permit may be issued for a period of less than five years at the discretion of the Public Works Director. Each IWDP will indicate the specific date of expiration.

An industrial user with an expiring IWDP must apply for reissuance by submitting a complete permit application at least 45 calendar days prior to the IWDP expiration date.

5.4 Permit Contents

The IWDP will include such conditions as are deemed reasonably necessary by the Public Works Director to prevent pass-through or interference, protect the quality of the POTW effluent, facilitate sludge management and disposal, protect against damage to the collection system and POTW, prevent sanitary sewer overflows, and protect worker

health and safety. Information contained in the permit may include, but is not limited to, the following:

- General facility information, including name, address, and contact information for the owner/operator
- Number of employees and hours of operations
- Standard Industrial Classification (SIC) code
- Description of the operations, including nature, average production rate, and schematic process diagram
- Description of the contributing wastewater streams that comprise each identified non-domestic discharge into the sewers
- List of raw materials and chemicals used or stored at facility
- Site map indicating the locations of all compliance sampling points, sewer connections, sewer laterals, and floor drains
- Pretreatment processes and equipment
- Time, volume, and duration of discharges (e.g., batch or continuous)
- Wastewater discharge limits based on applicable pretreatment standards and/or requirements for Best Management Practices (BMPs)
- Rationale for the wastewater discharge limits
- Flow measurement procedures and limits on average and/or maximum discharge flow rates
- Applicable federal categorical pretreatment standards (adjusted if necessary to account for dilution), supporting production data (if necessary), and the compliance sampling point where the standards apply
- Self-monitoring requirements, sampling, and reporting limits, including a list of pollutants to be monitored, sampling location(s), sampling frequency, and sample type
- Reporting, notification, and recordkeeping requirements
- Permit expiration date (not to exceed five years in duration)

- A statement that the permit is non-transferable without prior notification to and approval by the Public Works Director
- A statement of applicable civil and criminal penalties for violation of pretreatment requirements or compliance schedule
- Requirements for the installation of pretreatment technology, pollution control, or construction of appropriate containment devices, designed to reduce, eliminate, or prevent the discharge of pollutants into the POTW
- Requirements for development and implementation of spill control plans and other special conditions, including management practices necessary to adequately prevent accidental, unanticipated, or non-routine discharges
- Development and implementation of waste minimization plans, including but not limited to BMPs, to reduce the amount of pollutants discharged to the collection system and POTW
- Requirements for installation and maintenance of inspection and sampling facilities and equipment, including flow measurement devices
- A statement that compliance with the permit does not relieve the Permittee of responsibility for compliance with all applicable federal and state pretreatment standards, including those which become effective during the term of the permit
- Other special conditions as deemed appropriate by the Public Works Director to ensure compliance with the City Code, and federal and state laws, rules, and regulations

The IWDP application will be signed by an authorized representative of the industrial user, per City Code, Title II, Chapter 2-1-9, and contain the following certification statement:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

5.5 Permit Decisions

The Public Works Director will evaluate the data provided by the SIU in the IWDP application and may require additional information. The Public Works Director will provide written notice to the IWDP applicant within 60 calendar days of receipt of the application of the decision to issue or deny the permit and the terms of the permit, if a permit is issued, and will provide public notice of the issuance of an IWDP.

Any person, including the industrial user, may petition the Public Works Director to reconsider a permit decision within 20 calendar days after public notice of the permit issuance. If the Public Works Director does not provide feedback of the decision within 30 calendar days, the request for reconsideration will be deemed to be denied. Decisions to not to issue, or not to modify a permit, will be considered final administrative actions for the purposes of judicial review.

5.6 Permit Modifications

Pursuant to City Code, Title II, Chapter 2-1-66-4, the Public Works Director may modify an IWDP for good cause, including, but not limited to the following reasons:

- To incorporate new or revised federal, state, or local pretreatment standards
- To address significant alterations or additions to the industrial user's operation, processes, or wastewater volume or characteristics
- A change occurs in the POTW that requires either a temporary or permanent reduction or elimination of permitted discharge
- Information is obtained indicating that permitted discharge poses a threat the City's POTW, personnel, or effluent
- A violation of any terms or conditions of the IWDP occurs
- Misrepresentations or failure to fully disclose all relevant facts in the IWDP application or in any required reporting
- Revision of, or a grant of variance, from categorical pretreatment standards pursuant to 40 CFR 403.13
- To correct typographical or other errors in the IWDP
- To reflect transfer of the facility ownership or operation to a new owner or operator

A permitted user shall notify the Public Works Director at least 60 calendar days in advance of a change in ownership or operation to request a transfer of the IWDP to the new owner/operator. Failure to request in advance will render the IWDP void as of the date of the transfer of ownership/operations.

The Public Works Director may also revoke an IWDP for the following reasons:

- Failure to notify the Public Works Director of significant changes in discharge volume or wastewater characteristics prior to discharge
- Failure to provide prior notification to the Public Works Director of changed conditions, per City Code, Title II, Chapter 2-1-67-5
- Misrepresentation of information or failure to fully disclose all relevant facts in the IWDP application
- Falsification of any documents, including self-monitoring reports and certification statements
- Tampering with monitoring equipment with intent to falsify monitoring results or impact the outcome of sampling
- Refusing to allow City staff timely access to the facility premises or records
- Failure to meet wastewater discharge limits
- Failure to pay fees or fines in a timely manner (i.e., after 30 calendar days)
- Failure to meet compliance schedules
- Failure to complete the Industrial Waste Survey (IWS) or the IWDP application
- Failure to provide advance notice of transfer of business ownership or operation of a permitted facility and request a transfer of IWDP
- Violation of any pretreatment standards or any terms of the IWDP

The IWDP shall be voidable upon ceasing operations or transfer of business ownership. Issuance of an IWDP shall void all previous wastewater discharge permits for that facility.

Table 1 Permitting Timetable	
Element	Schedule
Permit Application	
New Connections	File IWDP application 45 calendar days before discharging wastewater
Existing Connections	File IWDP application within 45 calendar days after June 27, 2013 (Ordinance adoption by City Council); do not continue to discharging wastewater 30 day after Ordinance adoption unless have obtained IWDP or have been granted extension from Public Works Director
Permit Issuance/Transfer	
Notice to Issue	Within 60 calendar days after receiving completed IWDP application, Public Works Director will send written notice to applicant regarding decision to issue permit
Reconsider Permit Terms	Within 20 calendar days after publication of notice of final permit issuance, anyone can petition Public Works Director to reconsider terms and conditions of the IWDP
	Within 30 calendar of receiving request to reconsider permit, if the Public Works Director does not respond, the request to reconsider the permit terms and conditions will be deemed to be denied
Permit Expiration	Permitted industrial user must submit completed application within 45 calendar days of the permit expiration date
Transfer to New Owner/Operator	Permitted industrial user must notify Public Works Director at least 60 calendar days in advance of the transfer

Notes: IWDP = Industrial Wastewater Discharge Permit

Appendix A
Industrial Wastewater Discharge Permit Application Template



**City of Prescott
Public Works Department
Industrial Wastewater Discharge Permit Application**

City Use Only <input type="checkbox"/> Permit Not Required <input type="checkbox"/> SIU <input type="checkbox"/> Zero Discharger <input type="checkbox"/> High Strength <input type="checkbox"/> Pollution Prevention <input type="checkbox"/> Other This Permit is for: <input type="checkbox"/> New Permit <input type="checkbox"/> Existing Permit
--

Note: In accordance with 40 CRF 403.14 and City Code, Title II, Chapter 2-1-69, information and data provided in this permit application which identifies wastewater constituents and characteristics shall be available to the public without restriction. Requests for confidential treatment of other information shall be governed by procedures specified in 40 CRF Part 2.

The following application should be submitted to the Public Works Department at least 30 days prior to the anticipated wastewater discharge.

SECTION A. GENERAL INFORMATION

1. BUSINESS INFORMATION

Business Name:	
Mailing Address:	
Facility Address:	
Facility Contact/Title:	
Contact Telephone No.	
Contact E-mail:	
Signatory Authority*/Title:	
Signatory Authority Telephone No:	
Signatory Authority E-Mail:	
Building Owner: (if applicable)	
Building Owner Mailing Address:	
Building Owner Contact Telephone No.	
Building Owner Contact E-mail:	

* Signatory Authority is the authorized representative of industrial discharger per City Code, Title II, Chapter 2-1-9.

2. OPERATING INFORMATION

Type of Industry:							
Description of Operations:							
List chemicals and metals used in the process (raw materials):							
SIC Code(s):							
Days of Operation (circle):	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Hours of Operation:							
Number of shifts per day:							
Total number of employees per shift:							
Is operation continuous throughout the year?							
Is operation seasonal? (circle corresponding months of active production)	Jan	Feb	Mar	Apr	May	Jun	
	Jul	Aug	Sep	Oct	Nov	Dec	

SECTION B. OPERATIONAL PROCESSES

1. WATER USAGE

Is water used in operation processes? (circle)	YES	NO
Describe processes that use water:		
Water Source (circle):	City Supply	Private Well
Describe treatment processes used for incoming water (if applicable):		
List water consumption in plant process ¹ :		
Non-contact cooling water:		gallons per day
Boiler Feed / Manufacturing Process / Business Operations		gallons per day

1. WATER USAGE (cont.)

Personnel Sanitary Use		gallons per day
Contained in Product		gallons per day
Landscaping / Other		gallons per day
TOTAL:		gallons per day

¹ Provide daily average based on 12 months of water billing records, for new facility provide best engineering estimate

2. WASTEWATER DISCHARGED

Type of discharge (circle):	Batch (Intermittent)	Continuous (Steady)
List average volume of wastewater discharged ¹ :		
City sanitary sewer		gallons per day
City storm sewer		gallons per day
Waste hauler		gallons per day
Does the facility have flow metering equipment?	YES	NO
If yes, what type of equipment:		
Are there any planned expansions or changes in the immediate future that could alter wastewater discharge volumes or characteristics?	YES	NO
If yes, please describe:		

¹ For new facility provide best engineering estimate

3. STORM SEWERS AND WELLS

Are any of the following located on the property? (CIRCLE)		
Storm sewers	YES	NO
Private wells	YES	NO
Dry wells	YES	NO
Abandoned water wells	YES	NO

Provide two schematic drawings (on separate sheets) that include the following information:

SCHEMATIC #1:

- 1) Wastewater flows and types

SCHEMATIC #2:

- 1) Location of wastewater treatment systems and devices including interceptors, traps (grease, sand/oil, grit, or other), ion exchange, filtration, neutralization systems, or any other wastewater treatment device in use
- 2) sampling locations
- 3) connection(s) to sanitary sewer
- 4) floor drains
- 5) chemical storage area(s)
- 6) berms or other spill control devices
- 7) waste holding area(s)
- 8) storm sewers, private wells, dry wells, and abandoned water wells (if applicable)

In addition, provide available construction drawings, as-builts, building plans, civil plans, mechanical plumbing and electrical plans, and manufacturer specifications for all process and pretreatment equipment and machinery.

SECTION C. PRETREATMENT

1. WASTEWATER PRETREATMENT

<p>Describe wastewater streams that are treated before discharge and the associated pretreatment method:</p>		
<p>Indicate which pretreatment methods are used at the facility:</p>		
Grease Trap	YES	NO
Grease Interceptor	YES	NO
Solids Interceptor	YES	NO
Sand/Oil Interceptor	YES	NO
Lint Interceptor	YES	NO
Neutralization	YES	NO
Evaporation	YES	NO
Ultra Filtration	YES	NO
Reverse Osmosis	YES	NO
Other (describe)		

SECTION D. DISCHARGE CHARACTERISTICS

Complete the following information regarding chemicals stored on-site and analytes discharged to the sanitary sewer, waste hauler, or other location. If you do not know the amount of chemicals stored or analytes discharged, but know or suspect the analyte is present, mark an "X" in the tables.

1. METALS AND INORGANICS

ANALYTE	Amount Stored On-Site (lbs or gals)	Amount Discharged to Sanitary Sewer (lbs/day or gals/day)	Amount sent to Waste Hauler (lbs/day or gals/day)	Amount to Other (Describe) (lbs/day or gals/day)
Antimony				
Arsenic				
Asbestos				
Beryllium				
Cadmium				
Chromium				
Copper				
Cyanide				
Lead				
Mercury				
Nickel				
Selenium				
Silver				
Thallium				
Zinc				

2. VOLATILE ORGANIC COMPOUNDS (VOCs)

ANALYTE	Amount Stored On-Site (lbs or gals)	Amount Discharged to Sanitary Sewer (lbs/day or gals/day)	Amount sent to Waste Hauler (lbs/day or gals/day)	Amount to Other (Describe) (lbs/day or gals/day)
Acetone				
Benzene				
Bromobenzene				
Bromochloromethane				
Bromodichloromethane				
Bromoform				
Bromomethane				
2-Butanone (MEK)				
n-Butylbenzene				
sec-Butylbenzene				
tert-Butylbenzene				
Carbon disulfide				
Carbon tetrachloride				
Chlorobenzene				
Chloroethane				
Chloroform				
Chloromethane				
2-Chlorotoluene				
4-Chlorotoluene				
Dibromochloromethane				
1,2-Dibromo-3-chloropropane				
1,2-Dibromoethane (EDB)				
Dibromomethane				
1,2-Dichlorobenzene				

ANALYTE	Amount Stored On-Site (lbs or gals)	Amount Discharged to Sanitary Sewer (lbs/day or gals/day)	Amount sent to Waste Hauler (lbs/day or gals/day)	Amount to Other (Describe) (lbs/day or gals/day)
1,3-Dichlorobenzene				
1,4-Dichlorobenzene				
Dichlorodifluoromethane				
1,1-Dichloroethane				
1,2-Dichloroethane				
1,1-Dichloroethene				
cis-1,2-Dichloroethene				
trans-1,2-Dichloroethene				
1,2-Dichloropropane				
1,3-Dichloropropane				
2,2-Dichloropropane				
1,1-Dichloropropene				
cis-1,3-Dichloropropene				
trans-1,3-Dichloropropene				
Ethylbenzene				
Hexachlorobutadiene				
2-Hexanone				
Iodomethane				
Isopropylbenzene				
p-Isopropyltoluene				
Methylene chloride				
4-Methyl-2-pentanone (MIBK)				
Methyl-tert-butyl ether (MTBE)				
n-Propylbenzene				
Styrene				

ANALYTE	Amount Stored On-Site (lbs or gals)	Amount Discharged to Sanitary Sewer (lbs/day or gals/day)	Amount sent to Waste Hauler (lbs/day or gals/day)	Amount to Other (Describe) (lbs/day or gals/day)
1,1,1,2-Tetrachloroethane				
1,1,2,2-Tetrachloroethane				
Tetrachloroethene				
Toluene				
1,2,3-Trichlorobenzene				
1,2,4-Trichloroebenzene				
1,1,1-Trichloroethane				
1,1,2-Trichloroethane				
Trichloroethene				
Trichlorofluoromethane				
1,2,3-Trichloropropane				
1,2,4-Trimethylbenzene				
1,3,5-Trimethylbenzene				
Vinyl acetate				
Vinyl chloride				
Xylenes, Total				

3. SEMIVOLATILE ORGANIC COMPOUNDS (SVOCs)

ANALYTE	Amount Stored On-Site (lbs or gals)	Amount Discharged to Sanitary Sewer (lbs/day or gals/day)	Amount sent to Waste Hauler (lbs/day or gals/day)	Amount to Other (Describe) (lbs/day or gals/day)
2-Chloronaphthalene				
2-Chlorophenol				
2-Methylnaphthalene				
2-Methylphenol				

ANALYTE	Amount Stored On-Site (lbs or gals)	Amount Discharged to Sanitary Sewer (lbs/day or gals/day)	Amount sent to Waste Hauler (lbs/day or gals/day)	Amount to Other (Describe) (lbs/day or gals/day)
2-Nitroaniline				
2-Nitrophenol				
2,2'-oxybis (1-Chloropropane)				
2,4-Dichlorophenol				
2,4-Dimethylphenol				
2,4-Dinitrophenol				
2,4-Dinitrotoluene				
2,4,5-Trichlorophenol				
2,4,6-Trichlorophenol				
2,6-Dinitrotoluene				
3-Nitroaniline				
3,3'-Dichlorobenzidine				
4-Bromophenyl phenyl ether				
4-Methylphenol				
4-Nitroaniline				
4-Nitrophenol				
4,6-Dinitro-2-methylphenol				
Acenaphthene				
Acenaphthylene				
Anthracene				
Benzo (a) anthracene				
Benzo (a) pyrene				
Benzo (b) fluoranthene				
Benzo (g,h,i) perylene				
Benzo (k) fluoranthene				

ANALYTE	Amount Stored On-Site (lbs or gals)	Amount Discharged to Sanitary Sewer (lbs/day or gals/day)	Amount sent to Waste Hauler (lbs/day or gals/day)	Amount to Other (Describe) (lbs/day or gals/day)
bis (2-Chloroethoxy) methane				
bis (2-Chloroethyl) ether				
Butylbenzylphthalate				
Carbazole				
Chrysene				
Di-n-butylphthalate				
Di-n-octylphthalate				
Dibenz (a,h) anthracene				
Dibenzofuran				
Diethylphthalate				
Dimethylphthalate				
Fluoranthene				
Fluorene				
Hexachlorobenzene				
Hexachlorobutadiene				
Hexachlorocyclopentadiene				
Hexachloroethane				
Indeno (1,2,3-cd) pyrene				
N-Nitrosodi-di-n-propylamine				
N-Nitrosodiphenylamine				
Naphthalene				
Nitrobenzene				
Pentachlorophenol				
Phenanthrene				
Phenol				

ANALYTE	Amount Stored On-Site (lbs or gals)	Amount Discharged to Sanitary Sewer (lbs/day or gals/day)	Amount sent to Waste Hauler (lbs/day or gals/day)	Amount to Other (Describe) (lbs/day or gals/day)
Pyrene				

4. OTHER ORGANICS

ANALYTE	Amount Stored On-Site (lbs or gals)	Amount Discharged to Sanitary Sewer (lbs/day or gals/day)	Amount sent to Waste Hauler (lbs/day or gals/day)	Amount to Other (Describe) (lbs/day or gals/day)
Acrolein				
Aldrin				
BHC(alpha)				
BHC(beta)				
BHC(gamma) (Lindane)				
BHC(delta)				
Chlordane				
DDD				
DDE				
DDT				
Dieldrin				
Endosulfan (alpha)				
Endosulfan (beta)				
Endosulfan sulfate				
Endrin				
Endrin aldehyde				
Heptachlor				
Heptachlor epoxide				
Isophorone				

ANALYTE	Amount Stored On-Site (lbs or gals)	Amount Discharged to Sanitary Sewer (lbs/day or gals/day)	Amount sent to Waste Hauler (lbs/day or gals/day)	Amount to Other (Describe) (lbs/day or gals/day)
TCDD (Dioxin)				
Toxaphene				
PCB-1016				
PCB-1221				
PCB-1232				
PCB-1242				
PCB-1248				
PCB-1254				
PCB-1260				

5. REPRESENTATIVE SAMPLING

Is sampling data representative of facility discharges to sanitary sewer available?	YES	NO
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6. CERTIFICATION STATEMENT

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature of Authorized Representative

Date

Appendix B
Industrial Wastewater Discharge Permit Template



City of Prescott
Public Works Department
433 North Virginia Street
Prescott, AZ 86301
Phone: (928) 777-1130
Fax: (928) 771-5929

INDUSTRIAL WASTEWATER DISCHARGE PERMIT # XXXXXXXXX

Facility Name: xxxxxx
Facility Address: xxxxx, Prescott, AZ XXXXX
Mailing Address: xxxxx, Prescott, AZ XXXXX
Facility Contact: xxxxxx Title: xxxxx
Phone #: xxxxxxxx e-mail: xxxxxxxxxxxx
Building Owner: xxxxxx Phone #: xxxxxxxx
SIC Code(s): _____ Categorical Industry: _____

In accordance with the provisions of the City of Prescott (City) Code, Title II, Chapter 2-1 (commonly known as the Sewer Use Ordinance), [FACILITY NAME], located at [FACILITY ADDRESS] is authorized to discharge industrial wastewater through outfalls identified in this permit to the City's Publicly Owned Treatment Works (POTW) in accordance with the conditions and limitations identified in this permit. Compliance with this permit does not relieve the permittee of its obligations to comply with applicable federal and state pretreatment standards, or any other requirements of federal, state, and local law.

Noncompliance with the terms and conditions of this Permit constitutes a violation of the Sewer Use Ordinance, City Code, Title II, Chapter 2-1.

This permit shall become effective on [beginning date], and shall expire at midnight on [expiration date].

Signature: _____
Mark Nietupski
Public Works Director

Date: _____

A. OUTFALLS and DISCHARGE LIMITATIONS

The outfalls (i.e., sewer connections) for [FACILITY NAME] are listed in Table 1 and are referred to by their number in the remainder of the text of this Permit.

Table 1. Outfalls

Outfall Number	Description
[X-1]	[i.e., Northeast building drain, Restroom connection]
[X-2]	[Description]
[X-3]	[Description]
[X-4]	[Description]

Figure 1 presents the facility layout, including compliance sampling points, sanitary sewer connections, sewer laterals, and stormwater drains.

The permissible average monthly flow and maximum daily flow are listed in Table 2 for each outfall. The monthly average flow shall be calculated at the end of each month for each reporting period.

Table 2. Permissible Discharge Volumes

Outfall Number	Average Monthly Flow (gallons/day)	Maximum Flow (gallons/day)
[X-1]	[Average Monthly Flow]	[Maximum Daily Flow]
[X-2]	[Average Monthly Flow]	[Maximum Daily Flow]
[X-3]	[Average Monthly Flow]	[Maximum Daily Flow]
[X-4]	[Average Monthly Flow]	[Maximum Daily Flow]
TOTAL DISCHARGE	[Total Average Monthly Flow]	[Total Maximum Daily Flow]

Flow measurements: The Permittee shall measure the daily maximum and monthly average flows discharged through the compliance sampling point(s) described in Table 1 Outfalls and include these results in the Permittee’s periodic self-monitoring monitoring report. Appropriate flow measurement devices and methods consistent with standard industry practices shall be used to ensure the accuracy and reliability of flow measurements. The devices shall be installed, calibrated, and maintained according to manufacturer specifications.

To determine compliance with all applicable federal, state, and local standards, the discharge from each outfall shall not exceed the following effluent limitations listed in Table 3 Discharge Limitations in accordance with Federal Pretreatment Categorical Standards in 40 CFR 433.17 and the City Code, Title II, Chapter 2-1-38, 2-1-39, and 2-1-44:

Table 3. Discharge Limitations

Parameter	Units	Daily Maximum	Monthly Average	Minimum Sampling Frequency	Sample Type	Source
[X-1]						
[Parameter]	[i.e., ug/L, mg/L]	[Daily Maximum]	[Monthly Average]	[i.e., Annual, 1 per month]	[i.e., Composite, Grab]	[i.e., Categorical, Local Limits]
[X-2]						
[Parameter]	[i.e., ug/L, mg/L]	[Daily Maximum]	[Monthly Average]	[i.e., Annual, 1 per month]	[i.e., Composite, Grab]	[i.e., Categorical, Local Limits]
[X-3]						
[Parameter]	[i.e., ug/L, mg/L]	[Daily Maximum]	[Monthly Average]	[i.e., Annual, 1 per month]	[i.e., Composite, Grab]	[i.e., Categorical, Local Limits]
[X-4]						
[Parameter]	[i.e., ug/L, mg/L]	[Daily Maximum]	[Monthly Average]	[i.e., Annual, 1 per month]	[i.e., Composite, Grab]	[i.e., Categorical, Local Limits]
[Insert additional rows as needed]						

NOTES:
 [List any notes regarding sampling methods, definitions, special requirements, etc.]

Rationale for Discharge Limits

[Describe basis for discharge limits – either categorical (include reference), local limits, or prohibited standard. This may be easiest on table format. If combined wastestream formula or contributory flow limit is referenced, provide back-up calculations in attachment to permit]

Analytical Procedures: The analysis of all samples required under the Permit shall be performed using approved laboratory procedures as established in 40 CFR Part 136 and City Code, Title II, Chapter 2-1-48, performed by an environmental laboratory licensed in the State of Arizona pursuant to A.R.S. Section 36-495 et. seq. The Public Works Director, in accordance with applicable federal regulations, may approve alternative procedures.

B. FACILITY OPERATIONS

General Operations

[Description of operations (e.g., the products made or services provided, building names, the process in each building, when current operations began)]

Wastewater Streams and Pretreatment Requirements

[Description of wastewater characteristics and pretreatment requirements]

C. OPERATION AND MAINTENANCE OF POLLUTION CONTROLS

1. **Operation and Maintenance of Pretreatment Devices:** [FACILITY NAME] shall properly operate and maintain pretreatment equipment to achieve compliance with the terms of [IDWP#]. Proper operation and maintenance includes, but is not limited to: effective performance, adequate funding, adequate operator staffing and training, and adequate laboratory and process controls, including appropriate quality assurance procedures. This provision requires the operation of back-up or auxiliary facilities or similar systems only when necessary to achieve compliance with the conditions of [IDWP#].
2. **Duty to Halt or Reduce Activity:** Upon reduction, loss or failure of pretreatment equipment operations, [FACILITY NAME] shall, to the extent necessary to maintain compliance with [IDWP#], control its production and/or discharges until operation of the pretreatment equipment is restored or an alternative method of treatment is provided. This requirement applies, for example, when the primary source of power to the pretreatment equipment fails or is reduced. [FACILITY NAME] is required to maintain compliance with [IDWP#], even if that requires [FACILITY NAME] to halt or reduce the permitted activity in order to maintain compliance with the conditions of [IDWP#].
3. **Bypass of Pretreatment Equipment:** Bypass is the intentional diversion of waste streams from any portion of the pretreatment equipment. Bypass is prohibited unless it is unavoidable to prevent loss of life, personal injury or severe property damage and no feasible alternative exists. [FACILITY NAME] may allow a bypass to occur which does not cause discharge limitations to be exceeded, but only if it is for essential maintenance to assure efficient operation. If a bypass should occur after hours, [FACILITY NAME] shall immediately notify the sewer emergency answering service at (928) 777-1603.
4. **Notification of Noncompliance:**
 - a. **Anticipated Bypass.** [FACILITY NAME] shall submit request to the Public Works Director at least ten (10) days before the date of the bypass. [FACILITY NAME] may allow a bypass to occur which does not result in any violation of [IDWP#], but only if it is for essential maintenance to assure efficient operation.
 - b. **Unanticipated Bypass.** [FACILITY NAME] shall notify the Public Works Director within twenty-four (24) hours from the time [FACILITY NAME] becomes aware of the bypass. Written notification of unanticipated events shall be submitted to the Public Works Department within five (5) days of [FACILITY NAME] becomes aware of the bypass.
 - c. **Slug Discharge.** Slug discharge is any discharge of a non-routine, episodic nature, including, but not limited to, an accidental spill or a non-customary batch discharge. [FACILITY NAME] shall notify the Public Works Director within twenty-four (24) hours and submit a written report within five (5) calendar days of becoming aware of a slug discharge that results in a violation of any limitation or prohibition specified in the [IDWP#]. The noncompliance notification shall include location of discharge, date

and time thereof, type of wastewater including concentration and volume, and corrective actions taken.

- d. **Violation/Automatic Re-sampling:** If the results of self-monitoring indicate that a violation has occurred, the [FACILITY NAME] must notify the Public Works Director within twenty-four (24) hours of becoming aware of the violation. [FACILITY NAME] must repeat the sampling and analysis and submit in writing the results of this second analysis within thirty (30) days of becoming aware of the violation. [FACILITY NAME] is not required to resample if the City obtained a sample at the same discharge point for the same pollutant between the time [FACILITY NAME] performed its sampling and the time [FACILITY NAME] receives the results of the sampling.

D. SAMPLING AND MONITORING REQUIREMENTS

1. Reporting Requirements

- a. **Submit To:** All reporting (including written notifications, oral notifications, and self-monitoring reports) required by [IWDP#] shall, unless otherwise specified, be addressed to:

City of Prescott Telephone: (928) 777-1130
Public Works Department - Water Protection Facsimile: (928) 771-5929
433 North Virginia Street
Prescott, AZ 86301

- b. **Baseline Monitoring Reports:** Baseline Monitoring Reports shall be submitted to the Public Works Director per City Code, Title II, Chapter 2-1-67-1, within one-hundred eighty (180) days after the effective date of a Categorical Pretreatment Standard, or the final administrative decision on a category determination under 40 CFR 403.6(a)(4), whichever is later. New Permittees must submit a Baseline Monitoring Report ninety (90) days prior to beginning discharge.
- c. **Compliance Reports:** Reports on Compliance with Categorical Pretreatment Standard Deadline shall be submitted to the Public Works Director per the City Code, Title II, Chapter 2-1-67-3, within ninety (90) days following the date for final compliance with applicable Categorical Pretreatment Standards. Reports on Compliance Schedule Progress, per City Code, Title II, Chapter 2-1-67-2, should be submitted to the Public Works Director no later than fourteen (14) days following each milestone date in the compliance schedule.
- d. **Self Monitoring Report:** Self Monitoring Reports are due no later than the twenty-eighth (28th) day of the month at a frequency specified in the Permit. Each report will indicate, for the identified time period, the nature and concentration of all pollutants required to be analyzed by the Permit and the measured maximum and average daily flows. If the Permittee samples any pollutant more frequently than required by

the Permit at the compliance point, then the results of such sampling shall be included in the report (per City Code, Title II, Chapter 2-1-67-4).

- e. **Changed Conditions:** Reports of Changed Conditions shall be submitted to the Public Works Director per the City Code, Title II, Chapter 2-1-67-5, at least forty-five (45) days prior to an applicable change.
- f. **Potential Problems:** Reports of Potential Problems shall be submitted to the Public Works Director per the City Code, Title II, Chapter 2-1-67-6, within five (5) days following an applicable discharge. The report will describe the location of the discharge, the type of waste, the concentration and volume, if known, and the corrective actions taken by the Permittee.
- g. **Certification:** Per City Code, Title II, Chapter 2-1-67-12, permit applications, self monitoring reports, and any other reports addressing Permit noncompliance or required by any enforcement action taken by the City must be signed by the appropriate signatory or duly authorized representative as defined in the City Code, Title II, Chapter 2-1-9 and include the following certification:

“I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified Personnel properly gather and evaluate the information submitted. Based on my inquiry of the Person or Persons who manage the system, or those Persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.”

2. Sampling Requirements

- a. **Sampling Procedures:** Samples and measurements taken as required by the Permit shall be representative of the volume and nature of the sampled discharge. All samples shall be taken at the compliance sampling point(s) specified in this Permit. All equipment used for sampling and analysis must be routinely calibrated, inspected, and maintained according to manufacturer specifications. The Permittee shall ensure that records of equipment calibrations, maintenance activities and inspections are maintained.
- b. **Flow Measurements:** The Permittee shall measure the daily maximum and monthly average flows discharged through the compliance sampling point(s) described in this Permit and include these results in the Permittee’s periodic self-monitoring monitoring report. Appropriate flow measurement devices and methods consistent with standard industry practices shall be used to ensure the accuracy and reliability of flow measurements. The devices shall be installed, calibrated, and maintained according to manufacturer specifications.

- c. Analytical Procedures:** The analysis of all samples required under the Permit shall be performed using approved laboratory procedures as established in 40 CFR Part 136 and City Code, Title II, Chapter 2-1-48, performed by an environmental laboratory licensed in the State of Arizona pursuant to A.R.S. Section 36-495 et. seq. The Public Works Director, in accordance with applicable federal regulations, may approve alternative procedures.
- d. Documentation:** The Permittee shall retain records of all monitoring information, including all calibration and maintenance records, copies of all reports required by the Permit, and records of all data used to complete the application for the Permit, for a period of at least three (3) years from the date of the sample, measurement, report, or application. All records that pertain to matters that are the subject of special orders or any other enforcement or litigation activities brought by the City shall be retained and preserved by the Permittee until all enforcement activities have concluded and all periods of limitation with respect to any and all appeals have expired. Records of sampling information shall include:
- Sample location(s)
 - Sample volume and type (e.g., grab vs composite, flow proportional vs time proportional)
 - Sample date and time
 - Sampling procedures
 - Analytical methods
 - Sample preservation techniques or procedures
 - Name and title of sampler
 - Date(s) analyses were performed
 - Name of laboratory that analyzed samples (or name of person)
 - Sample results

3. Prohibitions

The Permittee shall not introduce or cause to be introduced into the POTW any pollutant or wastewater which causes pass through or interference, or any wastewater that would constitute a violation of any federal categorical standard, local limit, prohibited standards, or other federal, state, or local regulation. Prohibited discharges are presented in Table 4 and are applicable to all wastewaters discharged from the [FACILITY NAME] to the sanitary sewer (per City Code, Title II, Chapters 2-1-38 and 2-1-39).

Wastewater containing any pollutant, including pesticides and polychlorinated biphenyls (PCBs), which is not registered to be legally used in the United States, is strictly prohibited from being discharged into the City sanitary sewer. Other prohibited discharge characteristics are listed in Table 4.

Table 4. Discharge Prohibitions

Discharge Characteristic	Effluent Limitation Description
Flash Point	<ul style="list-style-type: none"> • Wastewaters with a closed cup flashpoint of less than 140°F (60°C) the test methods specified in 40 CFR 261.21. • Wastewater causing two readings on an explosion hazard meter at the point of discharge into the sanitary sewer of more than 5% or any single reading over 10% of the Lower Explosive Limit of the meter. • Any gasoline, benzene, naphtha, fuel oil or other flammable or explosive liquids, solids or gases which, by reason of their nature or quantity could be sufficient, either alone or by interaction with other substances, to cause injury to the sanitary sewer from fire or explosion.
pH	No less than 5.5 SU or greater than 9.0 SU or having any other corrosive property capable of causing damage or hazard to structures, equipment or personnel.
Temperature	Heat greater than 110°F (43.3°C), or which will inhibit biological activity resulting in interference, but in no case wastewater which causes the temperature at the introduction into the sanitary sewer to exceed 104°F (40°C).
Solid or viscous substances, e.g., fats, oils, or greases of animal or vegetable origin	Amounts which will cause or contribute to obstruction of the flow in the sanitary sewer, but in no case solids greater than 0.5 inch or 1.27 cm in any dimension.
Petroleum oil, non-biodegradable cutting oil, or products of mineral oil origin	Amounts which will cause or contribute to obstruction of the flow in the sanitary sewer, interference, pass through, or damage to the sanitary sewer.
Slug flow	<ul style="list-style-type: none"> • Any discharge with increased flows which would cause the average daily flow to any of the City's treatment facilities to exceed eighty percent of their treatment capacity, unless specifically allowed by the Public Works Director. • Wastewater having an average daily flow of greater than 2.5% of the treatment capacity of the treatment facility to which it is discharged, unless specifically authorized by the Public Works Director

Discharge Characteristic	Effluent Limitation Description
Shock Loadings	<ul style="list-style-type: none"> • Wastewaters containing suspended solids of such character of quantity that unusual attention or expense is required to handle treatment, unless specifically authorized by the Public Works Director. • Wastewater containing more than 300 mg/L of BOD₅ • Wastewater containing more than 350 mg/L of TSS
Toxic gases, vapors, or fumes	Wastewaters containing pollutants in concentrations that pose a risk of fume toxicity or other health and safety risks to sanitary sewer and POTW workers.
Toxic, poisonous, radioactive or other substances	Amounts which cause, or have the potential to cause, injury or interfere with any wastewater treatment process, cause effluent of the POTW to come out of ADEQ compliance, cause corrosive structural damage or equipment degradation, constitute a hazard to humans or animals or create any hazard to the sanitary sewer or in the receiving waters and aquifer, or pollutants which result in the presence of toxic gases, vapors, or fumes within the sanitary sewer in a quantity that may cause acute worker health and/or safety problems.
Noxious or malodorous liquids, gas or substances	Amounts which, either singly or by interaction with other wastes, are sufficient to create a public nuisance or hazard to life, or prevent entry into the sanitary sewer for maintenance and repair.
Trucked or hauled pollutants	<p>Except at discharge points designated by the Public Works Director in accordance with the City Code, Title II, Chapter 2-1-46-3, including any wastewater that is transported from the point of generation to the POTW by any septic tank pumper or chemical waste hauler, or similarly transported unless the transporter has first:</p> <ol style="list-style-type: none"> a. Disclosed to the Public Works Director the origin, nature, concentration and volume of all Pollutants to be discharged; and b. Obtained written consent of the Public Works Director to discharge.
Stormwater, surface water, groundwater, roof runoff, subsurface drainage, single-pass cooling water or condensate	No rain spout, roof drain or other form of surface drainage and no foundation drainage or sump pump shall be connected to, or discharge into, any sanitary sewer. Stormwater and all other unpolluted drainage shall be discharged to such sewers or drains as are specifically designated as such by the City.
Sludges, screenings, or other residues from the pretreatment of industrial wastes	No discharge.

Discharge Characteristic	Effluent Limitation Description
Medical wastes	No discharge, except as specifically authorized by the Public Works Director in an industrial wastewater discharge permit.
Detergents, surface-active agents, or other substances	Substances which may cause excessive foaming in the POTW.
Hazardous wastes	No discharge, other than domestic wastewater, that exhibits a characteristic of a hazardous waste or contains a substance that is listed as a hazardous waste pursuant to either the AAC R18-8-261 or 40 CFR Part 261, shall be allowed in the sanitary sewer. The Public Works Director may allow a discharge of such wastes, if the Public Works Director determines that the discharge would not cause interference or pass through with POTW operations.
Other	<ul style="list-style-type: none"> • Wastewater causing, alone or in conjunction with other sources, the POTW effluent to fail a toxicity test. • Any garbage that has not been properly shredded. • Any ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, paunch, manure, grit, such as brick, cement, onyx, carbide, or any solid or viscous substance capable of obstructing flow in sanitary sewer or other interference. • Wastewater that has been diluted in any way as a substitute for pretreatment for the purpose of obtaining compliance with any categorical standard or pretreatment requirement imposed by the City Code, except where dilution is expressly authorized by any categorical standard.

NOTES: % = percent; °C = degrees Celsius; °F = degrees Fahrenheit; cm = centimeters; SU = standard units; ug/L = micrograms per liter; mg/L = milligrams per liter; AAC = Arizona Administrative Code; BOD₅ = Biochemical Oxygen Demand; POTW = Publicly Owned Treatment Works

a. Federal Categorical Pretreatment Standards

The Permittee shall not introduce or cause to be introduced into the POTW any pollutant or wastewater that would constitute a violation of any Categorical Pretreatment Standard found at 40 CFR Chapter I, Subchapter N, Parts 405-471, per the City Code, Title II, Chapter 2-1-38.

b. State Pretreatment Standards

The Permittee shall not introduce or cause to be introduced into the POTW any pollutant or wastewater that would constitute a violation of any State Pretreatment Standard located at Arizona Administrative Code (AAC) R18-9-A905 (A)(8)(b).

c. Local Limits

The Public Works Director is authorized to establish Local Limits pursuant to 40 CFR 403.5(c) and City Code, Title II, Chapter 2-1-44. The Permittee shall not discharge or cause to be discharged to the POTW any wastewater with pollutant concentrations in excess of the Local Limits, listed in Table 5.

Table 5. Local Limits

Parameter	Limit (mg/L)	Sample Type
Arsenic	0.1	Composite
Cadmium	1.2	Composite
Copper	2.7	Composite
Chromium	4.0	Composite
Cyanide	1.0	Grab
Fluoride	16.3	Composite
Lead	0.4	Composite
Mercury	0.001	Composite
Nickel	1.04	Composite
Silver	0.7	Composite
Zinc	2.6	Composite

NOTES: mg/L = milligrams per liter

- i. The City reserves the right to establish standards for pollutants not listed in Table 5. The local limits shall be the maximum allowable concentration permitted in a discharge as measured, where feasible and appropriate for a given parameter, in a 24-hour composite sample obtained by flow-proportional sampling techniques. The Public Works Director may allow composite sampling by time-proportional techniques or by compositing or averaging of one or more grab samples.
- ii. The Public Works Director may impose mass-based limits in addition to the concentration-based local limits.

4. General Permit Conditions

- a. **Authority to Issue Permit:** The Public Works Director is authorized to issue Industrial Wastewater Discharge Permits, per the City Code, Title II, Chapter 2-1-44. The Industrial Wastewater Discharge Permits shall be expressly subject to all provisions of the City Code, Title II, Chapter 2-1-65, as amended and all other applicable codes and regulations.
- b. **Inspection and Entry of Facility:** The Public Works Director, or an authorized representative, shall have the right to enter the premises of any Permittee to determine whether the Permittee is in compliance with all requirements of this Permit. The Permittee shall allow the Public Works Director ready access to all parts of the premises for the purposes of inspection, sampling, records examination and copying, and the performance of any additional duties in accordance with City Code, Title II, Chapter 2-1-68-1.
- c. **Adverse Impact:** At the Permittee's sole cost and expense, the Permittee shall take all reasonable steps to minimize or correct any adverse impact to the City's sanitary sewer and the environment resulting from noncompliance with the Permit, including such accelerated or additional monitoring as necessary to determine the nature and impact of the noncompliant discharge.
- d. **Planned Changes:** The Permittee shall give written notice to the Public Works Directory no less than ninety (90) days prior to any facility expansion, production increase, or process modifications which results or may result in new or increased discharges or a change in the nature of the discharge.
- e. **Non-Transferability of Permit:** This Permit is nontransferable without prior notification to and approval from the City in accordance with the City Code, Title II, Chapter 2-1-66-5.
- f. **Civil and Criminal Penalties:** Nothing in this Permit shall be construed to relieve the Permittee from civil and/or criminal penalties for noncompliance under City Code 2-1. Applicable civil and criminal penalties for violation of Pretreatment Standards and requirements, and any applicable compliance schedule, will be administered to the Permittee per the City Code, Title II, Chapter 2-1-50. No schedule may extend the time for compliance beyond that required by applicable Federal, State, or local law.

In addition to civil and criminal penalty that may be imposed for any violation of the Permit, the Permittee shall be liable to the City for any expense, loss, or damage caused by such violation. The Permittee shall be liable for any charges assessed by the Public Works Director to recover extra costs incurred by the City in surveillance, sampling and testing, for additional operating and maintenance expenses, including

overheard charges, and for any other action required to identify, handle, process, or supplement normal activities due to the unauthorized discharge of wastewaters.

- g. Property Right:** The issuance of this Permit does not convey any property right or exclusive privilege, nor does it authorize any injury to private property or any invasion of personal rights, nor any infringement of federal, state, or local laws or regulations.
- h. Duty to Provide Information:** The Permittee shall provide any information that the Public Works Director may request to determine whether cause exists for modifying, revoking, or terminating the Permit, or to determine compliance with the Permit.
- i. Severability:** The provisions of the Permit are severable per City Code, Title II, Chapter 2-1-50-3. If any provision of the Permit, or the application of any provision of the Permit to any circumstance is held invalid, the application of such provision to other circumstances, and the remainder of the Permit, shall not be affected thereby.

5. Special Conditions

[List any other addition requirements or limits, can include requirements for BMPs]