



Instructions for Completing the Permit Application for Wastewater Discharges

Use these instructions to: 1) complete the permit application form DEP-PED-APP-100; 2) prepare supporting documents; and 3) publish the applicant's notice of permit application, if applicable. These instructions are not a substitute for the requirements of the relevant statutes and any regulations thereunder. You should review all applicable laws prior to completing this application. Remember that it is your responsibility to comply with all applicable laws.

Introduction

This permit program, administered by the Permitting, and Enforcement Division (PED) of the Department of Environmental Protection (DEP), regulates discharges to the waters of the state, including surface water, ground water and Publicly Owned Treatment Works (POTW) (which includes sanitary sewers) to prevent pollution of the waters of the state and to prevent adverse impacts upon the operation of POTWs.

DEP uses both individual and general permits to regulate discharges. Individual permits are issued directly to an applicant. General permits are issued to authorize similar minor discharges by one or more applicants. Authorization and registration requirements under a general permit are specified by each general permit. Since the general permit process is quicker, hence less costly, be sure to check the *List of General Permits* (DEP-FS-004) in order to determine whether any of your discharges may be eligible for authorization under a general permit before applying for an individual permit. The permit application form (DEP-PED-APP-100) and these instructions must be used to apply for individual permits. Other short processes such as emergency and temporary authorizations may apply to your proposed discharge. Consult the *Short Permit Process Fact Sheet* (DEP-FS-003) or call PED at 860-424-3018 for more information.

DEP issues individual discharge permits in three major categories depending on where the wastewaters are discharged; permits for discharges to surface water, permits for discharges to ground water, and permits for discharges to a POTW. DEP will issue up to three permits for a single site, one for each type of receiving water utilized. A single permit application form (DEP-PED-APP-100) may be used to apply for up to three permits for all discharges originating from the same site. DEP will

include all discharges to a common type of receiving water (e.g., surface waters) in a single permit.

- **The Surface Water Discharge Permit Program**, also known as the National Pollutant Discharge Elimination System (NPDES) under Federal Law, regulates discharges into surface waters, directly or through municipal *storm* sewer drainage systems or through other drainage systems such as wetlands or swales.
- **The Ground Water Discharge Permit Program** regulates discharges to ground water from any source, including but not limited to large septic systems, agricultural waste management systems and all waste landfills.
- **The Pre-treatment Permit Program** regulates discharges to a POTW, through municipal sanitary sewer drainage systems or through *combined storm and sanitary* sewer systems. All wastewaters, (excluding domestic sewage), hauled directly to a POTW will require either a pre-treatment permit or will be regulated under the POTW's permit. The Connecticut Department of Public Health and Addiction Services regulates domestic sewage hauled directly to a POTW.

Who Needs a Permit?

Any person or municipality that discharges water, substance or material into the waters of the state, which includes surface waters, storm drains, ground waters, and POTWs, is required to obtain a permit from DEP prior to initiating the discharge. However, DEP has delegated the authority to issue permits for household and small commercial subsurface disposal systems to the Commissioner of Public Health and Addiction Services. In general, such systems involve the discharge of less than 5,000 gallons per day (gpd) of domestic sewage to any one lot. See section 22a-430-1 of the Regulations of Connecticut State

Agencies (RCSA) for further information.

Any person or municipality who proposes to initiate, create, originate or maintain a *new* discharge must submit a completed permit application to DEP and obtain a permit from DEP prior to discharging. If the owner and the operator of the discharging activity or facility are different, the operator is responsible for submitting the permit applications.

Any person proposing to continue a previously permitted discharge, must apply for renewal of the existing permit by submitting a sufficient permit application at least one hundred eighty (180) days prior to the expiration date of the existing permit. If your application is or may be untimely, (i.e. submitted less than 180 days before the expiration date), please refer to section 22a-6j of the Connecticut General Statutes (CGS). If a renewal application is not submitted prior to the expiration date of the existing permit, then the existing permit is deemed to have expired.

Any person proposing to transfer a DEP permit must submit a completed *Permit Transfer Form* (DEP-APP-006) and transfer fee to DEP. The Permit Transfer Form may be used for changes in owners and operators of the licensed activity; if other changes are proposed to the facility, the site, and/or to facility operations, the proposed transferee must also request a permit modification. In some cases, permit modifications may require submittal of parts of or up to an entire individual permit application. For further information concerning permit transfers or to obtain a Permit Transfer Form, please contact the Permit Assistance Office at 860-424-3003. For further information concerning modifications, please contact the PED at 860-424-3018.

How to Apply

Your permit application must include the following:

- A *Permit Application Transmittal Form* (DEP-APP-001),
- A *Permit Application for Wastewater Discharges* (DEP-PED-APP-100) and all supporting documents,
- The appropriate number of copies of the application package as specified by the *Permit Application Transmittal Form*, (Note: If you are applying for permits to discharge to more than one type of receiving water (i.e., surface water, ground water, or POTW) submit one original and three copies of the application package),

- The applicable initial fee paid by check or money order, made payable to the "Department of Environmental Protection".

You must submit the above materials together as a package to the:

CENTRAL PERMIT PROCESSING UNIT
DEPARTMENT OF ENVIRONMENTAL PROTECTION
79 ELM STREET
HARTFORD, CT 06106-5127

When submitting your permit application, label your supporting documents as directed on your application form and always include, on each document, the applicant's name as indicated on the *Permit Application Transmittal Form*. Be sure to list these supporting documents in your table of contents in the Executive Summary. When additional space is necessary to answer a question stated in the application, please insert additional sheets by the appropriate question. Label each sheet with the applicant's name as indicated on the *Permit Application Transmittal Form*, along with the corresponding part number and question number indicated on the permit application form. You should retain a copy of all documents for your files.

Notice of Permit Application

Section 22a-6g CGS imposes public notification requirements on applicants for certain permits issued by DEP.

In order to comply with these requirements, you must:

1. Immediately after you submit your application to DEP, publish notice of the permit application in a newspaper of general circulation in the area potentially affected by the activity that is the subject of your permit application. Refer to the following list, (www.ct.gov/dep/lib/dep/permits_and_licenses/newspapers.pdf) for newspapers of general circulation in Connecticut. This notice must follow the format appearing at the end of these notice instructions. The format contains instructions in brackets. You must insert the appropriate information to replace the instructions in the brackets. Be sure to *delete* all instructions that are specified in brackets, in bold and in uppercase type. When a choice is specified in brackets, do not include any of the words in brackets unless they specifically apply to the activity you intend to conduct.

2. Send a copy of the notice to the chief elected official of the municipality in which the regulated activity is proposed. The chief elected official is generally the mayor, 1st selectman, town manager or the chairman or president of the town council, depending on the form of government of the municipality. Specific information for each municipality is listed in The State Register and Manual (often referred to as the Blue Book), which is available on the Secretary of the State's website (www.ct.gov/sots), and is also usually available at town clerk's offices, the State Library and public libraries. The Secretary of the State's website also has a list of mayors and first selectmen available. If you have questions, you can call the Secretary of the State's office at 860-509-6190 or the town clerk of the appropriate municipality.

3. Attach an *Affidavit of Publication* from the newspaper to a completed *Certification of Notice Form - Notice of Application* (DEP-APP-005A). This form asks you to:

a) specify the date and newspaper in which the notice was published;

b) certify that a copy of the notice was provided to the chief elected municipal official; and

c) identify the municipal official(s) to whom the notice was provided.

This form must be mailed to:

PUBLIC NOTICE COORDINATOR
PERMITTING & ENFORCEMENT DIV.
BUREAU OF MATERIALS MANAGEMENT AND
COMPLIANCE ASSURANCE
DEPARTMENT OF ENVIRONMENTAL PROTECTION
79 ELM STREET
HARTFORD, CT 06106-5127

If you have any questions about this notice call PED at 860-424-3018.

Your application will not be processed until DEP receives the Affidavit of Publication from the newspaper and the Certification of Notice Form - Notice of Application.

In addition, DEP may notify you that other forms of notice are required, including the posting of a sign in accordance with section 22a-6l CGS.

Notice of Permit Application

Town(s): **[LIST ALL TOWNS IN WHICH THE REGULATED ACTIVITY IS LOCATED]**

Notice is hereby given that **[INSERT NAME OF APPLICANT HERE]** (the "applicant") of **[INSERT ADDRESS OF APPLICANT HERE]** has submitted to the Department of Environmental Protection an application under section 22a-430 of the Connecticut General Statutes for a permit to initiate, create, originate or maintain a discharge of water, substance or material to the waters of the state.

Specifically, the applicant proposes to **[INSERT A BRIEF DESCRIPTION OF THE PROPOSED ACTIVITY AND ITS PURPOSE]**. The proposed activity will take place at **[INSERT THE STREET ADDRESS OR IF NOT AT A STREET ADDRESS GIVE THE SPECIFIC LOCATION OF THE PROPOSED ACTIVITY WITH REFERENCE TO FIXED LANDMARKS E.G., ROADWAY INTERSECTIONS, BRIDGES, OR OTHER STRUCTURES]**. The proposed activity will potentially affect **[INSERT NAME AND LOCATION OF THE WATERS RECEIVING THE DISCHARGE, INCLUDING NAME OF POTW IF APPLICABLE, AND ANY OTHER NATURAL RESOURCES POTENTIALLY AFFECTED BY SUCH ACTIVITY (I.E., WETLANDS; WATERCOURSES, BY NAME; GROUND WATERS; AIR; LAND; TIDAL WETLANDS)]**.

Interested persons may obtain copies of the application from **[INSERT NAME, MAILING ADDRESS AND TELEPHONE NUMBER OF THE APPLICANT'S REPRESENTATIVE]**.

The application is available for inspection at the Department of Environmental Protection, Bureau of Materials Management and Compliance Assurance, Permitting, and Enforcement, 79 Elm Street, Hartford, CT 06106-5127 (860-424-3018) from 8:30 to 4:30, Monday through Friday.

Permit Application Instructions (DEP-PED-APP-100)

Please read the application form and instructions carefully. They have been designed to obtain specific information and any information that is missing or unclear will cause delays in the review process. All applicants must complete Parts I through VII of the permit application form. If any sections are not applicable, please enter "N/A" in the space provided and explain why it is not applicable. If a question or supporting document is only required for specific discharge categories it will be noted on the application form and in these instructions. See Part VI of these instructions for a list of supporting documents applicable to your type of discharge.

If there is any application information which you feel may be confidential, please discuss these issues with PED staff *before* submitting your permit application. It may not be necessary to submit such information. Please be advised that in accordance with section 22a-430-3(b)(5) RCSA all information submitted as part of a permit application, including all supporting documents, is public information. In addition, all claims of confidentiality must comply with the requirements of section 22a-430-3(b)(5) RCSA.

Please be advised that these instructions are not a substitute for any state or federal statutes or regulations. These instructions reference sections 22a-430-1 through 2, 22a-430-3 through 4 and 22a-430-6 through 7 of the Connecticut General Statutes and RCSA, which incorporate by reference certain federal regulations. Be sure to refer to the applicable statutes and regulations while completing your application.

Check the "Available Resources" section at the end of these instructions for assistance in obtaining guidelines, maps, etc. which are referenced in these instructions.

Part I: Application Type

In the table provided, place a check mark in the appropriate box(es) in the left column to identify the type(s) of wastewater you are proposing to discharge. The "Categories of Discharge Sources" column identifies types of wastewater discharges.

Categories of Discharge Sources

"*Process wastewater*" is "wastewater from Manufacturing, Commercial, Mining, or Silvicultural Activities which comes into direct contact with, or results from the production, use or handling of any process, raw material or intermediate or final product, by-product or waste product. Process wastewater does not include non-contact cooling water, domestic sewage, blowdown from heating and cooling equipment, stormwater, or wastewater from agricultural activities." [section 22a-430-3(a) RCSA]

Discharges from *Domestic Sewage Treatment Facilities* include discharges from POTWs and privately owned domestic sewage treatment facilities. "Domestic sewage" is "sewage that consists of water and human excretions or other waterborne wastes incidental to the occupancy of a residential building or non-residential building but not including manufacturing process water, cooling water, wastewater from water softening equipment, commercial laundry wastewater, blowdown from heating or cooling equipment, water from cellar or floor drains or surface water from roofs, paved surfaces or yard drains." [section 22a-430-3(a) RCSA]

Discharges from *Solid Waste Disposal Areas or Landfills* require a ground water discharge permit, in addition to any surface water or POTW discharge permits, if applicable. A landfill must also obtain an individual permit for its stormwater discharge(s) or, if eligible, register for the stormwater general permit. "Solid waste disposal area" means "any location, including a landfill or other land disposal site, used for the disposal of more than ten cubic yards of solid waste." [section 22a-207 CGS]

Land Treatment Non-point Source System means a system which consists of primary, secondary, or tertiary treatment followed by a structure or device to apply effluent to the soil either above grade or below grade which will then discharge to the ground water of the state. Land Treatment Non-point Source Systems include septic/leachfield systems.

In general, wastewaters treated by Land Treatment Non-point Source Systems include domestic sewage wastewater that is primarily of animal, plant, or natural origin and amenable to treatment by soil based systems.

Please note that DEP has delegated the authority to issue permits for household and small commercial subsurface disposal systems to the Commissioner of Public Health and Addiction Services. In general, such systems involve the discharge of less than 5,000 gallons per day (gpd) of domestic sewage to any one lot. See section 22a-430-1 RCSA for further information.

For discharges of domestic sewage from Land Treatment Non-point Source Systems, a pre-application meeting with DEP is strongly recommended prior to application submittal. Contact the Subsurface Disposal Section of the PED at 860-424-3018 for additional information.

Discharges from *Concentrated Aquatic Animal Production Facilities* are "Fish Hatchery and Farm Wastewaters" which means "wastewaters generated by the breeding and/or raising of fish or other aquatic organisms". [section 22a-430-6(b) RCSA]

Discharges from *Agricultural Activities*, is defined as "agricultural operations generating more than 1,000 gallons per day of wastewater OR animal feeding operations with more than the following number of animals on-site: 300 slaughter or feeder cattle; 200 mature dairy cattle; 750 swine; 150 horses; 3,000 sheep or lambs; 16,500 turkeys; 30,000 laying hens or broilers; 1,500 ducks; or 250 veal calves." [section 22a-430-6(b) RCSA]

Discharges from *Privately Owned Treatment Works* means discharges from a system which is not a POTW and which is used to collect, treat and/or dispose of *only nondomestic sewage* from any facility whose operator is not the operator of the treatment works. [section 22a-430-3(a) RCSA]

In the *Other* category, please fill in the type of wastewater that is the subject of this application, if not represented by any of the wastewater discharge categories listed (e.g., non-contact cooling water, backwash from a water treatment system).

Application Type

In the "Application Type" column, identify the application type by placing an "N", if you are applying for a new permit; an "R", if you are applying for a renewal of an existing permit; or an "M", if you are applying for a modification of an existing permit, in the row corresponding to the type of receiving water (i.e., surface water, POTW, and/or ground water) for the discharge.

If you are applying for a *new* permit:

- a permit must not have been issued for the discharge(s) or,
- a permit issued for the discharge(s) must have expired.

If you are applying for a *renewal* of an existing permit:

- a permit issued for the discharge must not have expired.

Note that a permit is deemed to be "existing", *only* if it has not yet expired on the date you file your permit application. If your permit for the discharge has expired, you need to apply for a new permit.

If you are applying for a *modification* of a permit:

- a permit issued for the discharge must not have expired.

If you are applying for a new individual permit for a discharge formerly licensed by a general permit or an authorization, or if you are applying for a renewal or modification of an existing permit, provide the following information on page 2 of the application:

- the facility ID number (formerly known as the DEP/WPC number),
- the permit or authorization number,
- the expiration date of the existing permit or authorization and,
- the category of discharge source.

The facility I.D. number, permit number and expiration date are located on either the first or last page of the permit.

Note that if you are seeking a *permit modification*, you should consult PED at 860-424-3018 prior to submitting a permit application to determine whether a permit application form is necessary.

Section 22a-430-4(p)(5)(B) RCSA lists minor modifications, which can be made to permits without the need, in many cases, for public notice, *and without submitting a full application form.*

These minor modifications include modifications to:

- correct typographical errors;
- require more or less frequent or new monitoring or reporting by the permittee, provided the minimum requirements of section 22a-430-3(j) RCSA are met and the new monitoring does not authorize the discharge of a new substance not authorized by the previous permit;
- extend interim compliance dates with no changes to the final compliance date, with the permittee's consent;
- transfer ownership or operational control, with the permittee's consent;
- delete a discharge, pollutant or substance from a permit without producing a discharge from another location above existing permit limits, with the permittee's consent;
- incorporate permit changes due to new or revised collection or treatment methods approved by DEP, provided the new permit is at least as stringent as the existing permit;
- establish stricter permit conditions or pollutant limits, with the permittee's consent.

For additional information regarding minor modifications, see section 22a-430-4(p)(5)(B) RCSA; for permit and application transfers, see section 22a-430-4(o) RCSA; and for facility modification, see sections 22a-430-3(i)(1) through (5) RCSA.

Part II: Fee Information

An initial fee of \$1300.00 must be included with your application package for each permit that you are applying for, in order for the application to be processed. If you are applying for permits to discharge to more than one type of receiving water (i.e., surface water, ground water, or POTW), remember that DEP will be issuing a separate permit for each type of receiving water, therefore please submit a \$1300.00 initial fee for *each* permit with your application package. For example, if you are applying for permits to discharge to a POTW and a surface water, you must submit initial application fees of $\$1300.00 \times 2 = \2600.00 . The information contained in Part I will be used by DEP to determine subsequent fees, if any, for your application. The remaining balance for each permit application fee will be invoiced at a later date. Although application fees can vary widely depending on the flow and category of discharge, typical permit application fees

for significant industrial users range from \$7,600.00 to \$14,950.00.

If the applicant is a municipality, the 50 percent fee discount applies.

Part III: Applicant Information

When completing this part, please use the following standards:

- **Name** - Provide the full, legal *company/firm* name. (If identifying an entity registered with the Secretary of the State, fill in the name exactly as it is shown on the registration.) If identifying an *individual*, provide the legal name (include suffix) in the following format: First Name; Middle Initial; Last Name; Suffix (Jr., Sr., II, III, etc.).
 - **Phone** - Unless otherwise indicated, the phone number provided should be the number where the individual can be contacted during daytime business hours.
 - **Contact Person** - Provide the name of the specific individual within the company whom DEP may contact.
1. **Applicant** - Fill in the applicant's name and phone number exactly as it appears on the *Permit Application Transmittal Form*.
 2. **Primary Contact** - If you have authorized a consultant, engineer, attorney or other individual to act for you during the processing of the permit application, complete this section. DEP will direct copies of all correspondence and inquiries to this primary contact.
 3. **Attorney** - It is not required that an applicant be represented by an attorney or any other agent. If you do have an attorney, complete this section.
 4. **Facility Owner** - Please list the owner of the facility at which the activity generating the discharge is to be conducted.
 4. **Facility Operator** - Please list the operator of the facility at which the activity generating the discharge is to be conducted.
 5. **Engineers or Consultants** - Please list engineers or consultants employed or retained to assist in preparing the application or to design or construct the activity, which will generate the

proposed discharge(s).

Part IV: Site Information

1. Facility Location

The facility name, if applicable, should be the name by which the facility is commonly known and/or uniquely identified.

The information given as the location address should be the address of the property at which the proposed activity will take place. Include the street address and municipality [and the Tax Assessor's Map, Block and Lot Number of the site. These numbers may be found on the most recent tax bill for the property or obtained from the tax assessor's office in the town in which the property is located.] If the property does not have a street number, describe the location in terms of the distance and direction from an obvious landmark such as an intersection with another roadway, a bridge, or a river. For example, “. . . on River Street, approximately 1000 feet north of its intersection with Bear Swamp Road.”

Provide the latitude and longitude, in degrees, minutes and seconds, of the approximate center of the facility or site of the proposed work. In addition, please indicate the method used to determine the latitude and longitude coordinates. There are a variety of methods of deriving latitude and longitude coordinates with the Global Positioning System (GPS) being the most accurate.

2. Indian Lands

Check the appropriate box to specify if the premise is or will be located on federally recognized Indian lands.

DEP strongly encourages all applicants to conduct a review of the following Coastal, Natural Diversity Data Base and Aquifer Protection information as soon as possible and to resolve any outstanding issues, where feasible, before submitting their permit application to DEP to ensure a more timely and efficient review of their permit application.

2. Coastal Management Act Consistency

Activities within the state's coastal area must be consistent with the Connecticut Coastal Management Act (sections 22a-90 through 22a-112 CGS). You may be required to complete a

Coastal Consistency Review Form (DEP-APP-004) to demonstrate that the activity is consistent with the standards and policies of the Connecticut Coastal Management Act. To determine whether this requirement pertains to you, you must first decide if your activity is, or is proposed to be, located in either the coastal area or the coastal boundary.

The coastal area, as defined in section 22a-94 (a) CGS, includes the land and water within the following towns:

Branford	Guilford	Old Saybrook
Bridgeport	Hamden	Orange
Chester	Ledyard	Preston
Clinton	Lyme	Shelton
Darien	Madison	Stamford
Deep River	Milford	Stonington (Borough and Town of)
East Haven	Montville	Stratford
East Lyme	New London	Waterford
Essex	New Haven	West Haven
Fairfield	North Haven	Westbrook
Greenwich	Norwalk	Westport
Groton (City and Town of)	Norwich	Westport
	Old Lyme	

The *coastal boundary*, as defined in section 22a-94(b) CGS, is a designated region within the coastal area. It is delineated on DEP-approved coastal boundary maps which are available for review at the DEP Office of Long Island Sound Programs (OLISP), the DEP File Room, and municipal offices of towns located in the coastal area. Copies of these maps may also be purchased from DEP Maps and Publications.

Activities within the coastal boundary:

If your activity is, or is proposed to be, located in the coastal boundary, and you are applying for either a new permit or a modification to an existing permit, you must complete a Coastal Consistency Review Form (DEP-APP-004) and submit it with your application as Attachment G.

For renewals of existing permits for activities located within the coastal boundary, you are not required to submit a *Coastal Consistency Review Form* with your initial application materials. However, DEP may notify you that submission of this form is required to process your application depending upon the specific activities to be conducted and their potential impact on coastal resources.

Activities outside the coastal boundary but within the coastal area:

For permit applications (new permits, modifications, or renewals) for activities located outside of the coastal boundary, but within a town in the coastal area, you are not required to submit a *Coastal Consistency Review Form* with your initial application materials. However, DEP may notify you that submission of this form is required to process your application depending upon the specific activities to be conducted and their potential impact on coastal resources.

For assistance in completing the form, or if you have questions on this process, call OLISP at 860-424-3034.

3. *Natural Diversity Data Base-Endangered And Threatened Species*

Section 26-310 (a) of the Connecticut General Statutes states that each state agency, in consultation with the DEP commissioner, shall conserve endangered and threatened species and their essential habitats, and shall ensure that any activity authorized, funded or performed by such agency does not threaten the continued existence of any endangered or threatened species or result in the destruction or adverse modification of habitat designated as essential to such species.

Please refer to the “*Connecticut Natural Diversity Data Base- (NDDDB) Review of Endangered or Threatened Species*” located on the DEP website at:

www.ct.gov/dep/endangeredspecies (Review/Data Requests) to determine if your activity is located within an area identified as a habitat for endangered, threatened or special concern species. If applicable, include copies of any correspondence to and from the NDDDB, including a copy of the completed *CT NDDDB Review Request Form* with your application as Attachment H.

5. *Aquifer Protection Areas*

Aquifer protection areas are defined in section 22a-354a through bb CGS and are the areas that contribute water to public water supply wells. Many towns within the state are required to establish Aquifer Protection Areas. Level A areas are final, regulated areas under the aquifer protection program. Level B areas are preliminary approximations of aquifer protection areas that have not yet been mapped to final standards, so the shape of the area may change when final mapping is completed. Level B maps provide an approximation of the Aquifer

Protection Areas. Please review the list of towns, available on the DEP website, to determine if your site location is within one of these towns and, if yes, check the appropriate map, also available on the DEP website, to see if the site is within the area identified on a Level A or Level B map. If your site location is within an area identified in a Level A or Level B map, you must determine if your activity may be regulated either by the local aquifer protection agency or the DEP aquifer protection program.

The following DEP website, www.ct.gov/dep/aquiferprotection, provides the list of towns and maps and information to determine if your activity may be regulated either by the local aquifer protection agency or the DEP Aquifer Protection Program. For further assistance, you may call the Aquifer Protection Program at 860-424-3020.

6. *Conservation or Preservation Restriction*

If the subject site has a conservation or preservation restriction, proof of written notice of this application to the holder of such restriction or a letter from the holder of such restriction verifying that this application is in compliance with the terms of the restriction, must be submitted as Attachment H1.

7. If you are applying for an individual permit to discharge stormwater to a Medium Municipal Separate Storm Sewer System (MS4), you must submit a copy of the completed application to the owner or operator of the MS4 that will receive the proposed discharge. A MS4 is defined as a separate storm sewer system (must not include combined sewers) serving a population greater than 100,000 and less than 250,000. Currently, only the city of Stamford is served by a Medium Municipal Separate Storm Sewer System. For further information concerning discharges to an MS4, please call the Stormwater Permit Section of the PED at 860-424-3850.

8. To determine if the project site is located within a public water supply watershed, you will need to check the Ground Water Classifications of Connecticut mapping www.ct.gov/dep/gis available through the DEP website or for purchase on CD through DEP Maps and Publications (860-424-3555).

DEP requests applicants whose projects are within a public water supply watershed, to submit a copy of their application to the

Part V: Facility or Activity Information

1. List the principal raw materials used, products produced and/or services provided at this facility. [section 22a-430-4(c)(4) RCSA]
2. List up to four SIC codes applicable to the facility or type of business conducted by the applicant. The first code given should be the primary SIC code, i.e., the code which identifies the type of activity the facility engages in at least 50% of the time. Note: For public and private domestic sewage treatment facilities, the SIC code is 4952.

SIC codes can be determined from the *Standard Industrial Classification Manual* produced by the Executive Office of the President, Office of Management and Budget and sold by the National Technical Information Service. A copy of this book is available at most local public libraries.

3. Identify in the table the type, quantity and method of disposal of all wastes, including wastewaters which are not included as discharges that are the subject of this permit application (e.g., wastewaters hauled away or covered under a different permit). For process wastes include screenings, sludge, solvents and other chemicals. For domestic sewage treatment facilities, include, at a minimum, grit, screenings, and sludges. In the middle column identify the amount of waste produced with the length of time associated with such production (e.g., 20 gallons per day). In the right column, identify the method of disposal (i.e., incineration, waste hauler, coverage under a different permit) of the wastes identified, as well as the name of the resource recovery facility, waste hauler, or permit, etc. [section 22a-430-4(c)(12) RCSA]
4. Itemize in the table, by name and maximum quantity, the toxic or hazardous substances, including oil and petroleum liquids, stored on site or expected to be used or present in a raw material, intermediate or final product or byproduct, or used as a chemical additive or treatment substance, in quantities greater than five gallons. See Appendix B and D of section 22a-430-4 RCSA, and Title 40 of the Code of Federal Regulations (40 CFR) Part 261

Appendix VIII and 40 CFR Part 116.4 for a listing of toxic and hazardous substances. For substances stored in quantities of five gallons or less, a general description by category (i.e., acids, bases, cyanides, organic chemicals and heavy metals) with an estimated total by category should be provided. [section 22a-430-4(c)(9) RCSA]

The storage locations for the substances listed must also be shown on the Site and Floor Plans that must be submitted with this application as Attachment F. [section 22a-430-4(c)(5) RCSA]

Also, identify whether the substance is listed in the Toxic Chemical Release Inventory (TRI) rule under Section 313 of the Emergency Planning and Community Right-to-Know Act by checking the box in the TRI column. For an updated list of toxic chemicals call the U.S. Environmental Protection Agency's RCRA, Superfund & ECRA Hotline at 1-800-424-9346 or visit their webpage www.epa.gov (TRI Chemical List).

5. If you are subject to requirements or compliance schedules from a federal, state or local authority which affect the discharges which are the subject of your permit application, or for construction, upgrading or operation of the wastewater treatment system, please identify on the table the requirement or schedule and describe the project or process change(s). Also, list the required and projected final compliance dates. [section 22a-430-4(c)(19) RCSA]

Part VI: Supporting Documents

All permit applications must include Attachments A through V, unless otherwise noted in these instructions. Place a check mark in the appropriate box by each applicable attachment as verification that all applicable attachments have been submitted. Please label all attachments as referenced in the permit application form and these instructions and be sure to include the name of the applicant as indicated on the *Permit Application Transmittal Form*.

See the following page for a summary of wastewater categories and the supporting documents or attachments that must be submitted for each category.

Categories of Discharge Sources +	Manufacturing, Commercial Mining or Silvicultural Activities (Process Wastewater)	Domestic Sewage Treatment Facilities	Solid Waste Disposal Areas - Landfills	Land Treatment Non-point Source Systems (incl. Septic Tank Systems > 5000 gpd)	Agricultural Activities (includes concentrated animal feeding operations)	Concentrated Aquatic Animal Production Facilities	Privately Owned Treatment Works
Supporting Documents Attachments A - V							
A: Executive Summary	●	●	●	●	●	●	●
B: Background Information	○	○	○	○	○	○	○
C: Compliance Information	○	○	○	○	○	○	○
D: USGS Quadrangle Map	●	●	N	●	●	●	●
E: Renewals	○	○	○	N	○	○	○
E1: Cert. of Prev. Approved Documents	N	N	N	N	N	N	N
F: Site Plans / Floor Plans	●/●	●/N	N/N	N/N	●/●	●/●	●/●
G: Coastal Consistency	○	○	○	○	○	○	○
H: CT NDDDB Information	○	○	○	○	○	○	○
I: Operation & Maintenance	○	●	○	N	○	○	●
J: Solvent Management Plan	○	N	N	N	N	N	N
K: Spill Prevention & Control Plan	●	N	●	N	●	●	●
L: Resource Conservation Strategies	●	N	●	N	●	●	●
M: Line Draw/Process Flow Diagram	●/●	N/●	●/●	N/N	●/●	●/●	●/●
N: Plans & Specifications	○	N	○	N	○	○	●
O: Discharge Information	●	●	N	N	N	N	●
P: Domestic Sewage Treatment	N	●	N	N	N	N	N
Q: Land Treat. Non-pt Source Dis.	N	N	N	●	N	N	N
R: Solid Waste Disposal Areas	N	N	●	N	N	N	N
S: Agricultural Activities	N	N	N	N	●	N	N
T: Con. Aquatic Animal Prod. Fac.	N	N	N	N	N	●	N
U: Community Sewerage System	N	●	N	●	N	N	N
V: Priv. Owned Treatment Works	N	N	N	N	N	N	●

Legend: ● = Required to be completed as part of the application.

○ = Required, if applicable; see instructions.

N = Not required.

Attachment A: Executive Summary

All permit applications must include, on the form provided by DEP, a completed *Executive Summary* (DEP-PED-APP-101) as Attachment A.

Attachment B: Applicant Background Information

A completed *Applicant Background Information Form* (DEP-PED-APP-008) must be submitted as Attachment B for all permit applications.

Attachment C: Applicant Compliance Information Form

Section 22a-6m CGS provides for DEP review of an applicant's record of compliance with the environmental laws of Connecticut, any other state and the federal government. Under the law, DEP may consider the applicant's environmental compliance record, as well as the record of the applicant's principals and any parent companies or subsidiaries, when reviewing a permit application. All permit applications for activities not previously permitted by DEP must include a completed *Applicant Compliance Information Form* (DEP-APP-002) as Attachment C.

Attachment D: United States Geological Survey (USGS) Map

Applications for permits to discharge from landfills need not include Attachment D.

Submit as Attachment D, an 8-1/2" x 11" copy of the relevant portion or an original of a USGS topographic quadrangle map, at a scale of 1:24,000 indicating the exact location of the project site and the proposed activities [section 22a-430-4(c)5 RCSA]. DEP will use this map to enter your project location into its Geographic Information System (GIS). It is important that you accurately locate the project site and proposed activities because the GIS generates natural resource information relevant to your site. An inaccurate description of the project location will delay processing of your application.

The quadrangle name should be noted on the copy of the map submitted. See Figure A, at the end of these instructions, for an example of how a USGS Map must be labeled when submitted.

For surface water discharges only: In addition to indicating the exact location of the project site and the proposed activities, please provide the latitude

and longitude to the nearest fifteen seconds of each point at which the discharge enters the surface waterbody(ies) and show, as labeled dots on the topographic map, each numbered discharge point. If the discharge enters a storm drain indicate on the map the point of discharge to the storm drain and to the surface water, but provide latitude and longitude at the surface water entry only. You must also complete the separate form, provided by DEP, *Latitude and Longitude* (DEP-APP-003) giving the latitude and longitude of each numbered discharge point and submit it with the USGS Map as Attachment D.

Attachment E: Renewal of an Existing Permit or Other Discharges Previously Licensed by DEP

Applications for permits to discharge from Land Treatment Non-Point Source Systems need not include Attachment E.

All applications for renewal of an existing permit or for discharges previously licensed by DEP must complete the form provided by DEP, *Renewal of an Existing Permit or Other Discharges Previously Licensed by DEP* (DEP-PED-APP-102) and submit it as Attachment E.

Reproduce and complete the form (DEP-PED-APP-102) for each permit that you are proposing to renew. Provide your existing permit number on each page of the form in the space provided.

1. To complete the table "Summary of Discharge Analyses" on page 1 of the form DEP-PED-APP-102:

Label each discharge with the same discharge serial number as indicated on your previous permit. Reproduce and complete page 1 of the form for each discharge serial number listed on your previous permit.

Use the results of all individual chemical measurements conducted during the previous two years on discharge samples which were collected and analyzed using methods specified under 40 CFR Part 136. A grab sample average for one monitoring event constitutes an individual chemical measurement. Do not use other average values, such as average monthly concentration, in preparing the table.

Provide the following information for each respective column:

Name of Permit Parameter:

Enter in the table the chemical name or common name of each parameter monitored.

Average Concentration:

For each parameter monitored, sum the concentrations measured during each monitoring event during the two-year period. Divide the sum by the number of monitoring events and enter this number in the table. For the purpose of completing this table, assume that any values which were reported by the laboratory as less than the Method Detection Limit are equivalent to such Method Detection Limit.

Maximum Concentration:

For each parameter monitored, enter in the table the highest concentration measured during any sampling event. If the maximum concentration is less than the Method Detection Limit, list such concentration as "< "x" ", where "x" is the Method Detection Limit.

Number of Analyses:

For each parameter monitored, enter in the table the number of monitoring events for such parameter.

Number of Exceedances:

For each parameter monitored, enter in the table the number of times each permit parameter exceeded its permit limit.

Coefficient of Variance, (CV):

To be completed for surface water discharges only. The coefficient of variance is a statistical measure of variation in a sample set. It is calculated by dividing the sample standard deviation by the mean, or average concentration as calculated above. The coefficient of variance will be used to determine your water quality based limits for each parameter. By calculating your coefficient of variance, your water quality based limits will be determined on a more accurate representation of your discharge.

$$CV = s/\text{mean}$$

$$\text{where: } s = 3((\sum x^2 - ((\sum x)^2/n))/(n-1))$$

x = individual sample result

x = mean (i.e., average concentration)

n = number of analyses

2. Provide a brief narrative describing any changes in the processes or activities generating or

treating the discharge(s), which are proposed and/or have occurred since the date of the last permit application. For example, such information should include the addition, substitution, or elimination of processes, modifications of treatment systems or chemicals added to treat the discharge, pollution prevention measures; and any other changes which may affect the quality or quantity of the discharge(s).

3. If any permit parameter monitored exceeded its permit limit by more than twice the permit limit or more than three times, describe the steps taken to correct the problem.

Attachment E1: Certification Regarding Submittal of Previously Approved Documents

1. If your application concerns a discharge previously licensed by DEP, you may incorporate any of the following documents by reference into your application by completing the form provided by DEP, *Certification Regarding Submittal of Previously Approved Documents* (DEP-PED-APP-102A) and submit it as Attachment E1. Reproduce and complete this form for each permit that you are applying for.

To incorporate a document by reference, the document must have been submitted to DEP previously and you must certify that such documents accurately represent the facility and its operations as of the date the application is submitted. You are not required to resubmit such documents unless requested by DEP. The documents that you may incorporate by reference include the following: Site Plan; Floor Plan; Pollution Prevention Plans which include Operation and Maintenance Plan, Solvent Management Plan, Spill Prevention and Control Plan, Resource Conservation Plan; and Collection, Treatment and Disposal System Plans and Specifications. Check the appropriate box(es) to indicate which documents you are incorporating by reference and provide the document's final revision date as well as the associated permit number.

2. Provide a general description of all collection and treatment systems of the discharge(s) which are the subject of this application and for which plans and specifications have been previously approved by DEP.

Attachment F: Site Plan and Floor Plan

Applications for permits to discharge from landfills, and from Land Treatment Non-point Source Systems need not include Attachment F.

Applications for permits to discharge from domestic sewage treatment facilities need not include floor plans, only a site plan.

For discharges previously licensed by DEP for which a Site Plan and Floor Plan were submitted to DEP, such plans may be incorporated by reference into an application provided a certification is attached (see Attachment E1) indicating that such plans accurately represent the facility and its operations as of the date the application is submitted. For all other discharges, submit up to date plans as Attachment F.

Site Plan:

Submit as Attachment F a site plan consisting of a legible drawing of the site where the discharge(s) will occur. The site plan must show, at a minimum, a north meridian arrow and the relative locations of all features indicated below:

- the boundaries of the site, and all buildings;
- all intake and discharge locations, including all wells where fluids are injected underground;
- water bodies adjacent to the site and their names;
- roads adjacent to the site and their names;
- catch basins and storm drains on the site and indicate where each basin and drain discharges to;
- monitoring and/or supply wells on site;
- the location of discharges included in this application and for discharges previously authorized by DEP, all monitoring points;
- all outdoor areas, above and below ground, where virgin and waste liquids (chemicals, oils, solvents, sludges, process wastewaters, etc.) and toxic or hazardous substances are used, stored or handled including loading and unloading areas. [section 22a-430-4(c)(5) RCSA].

Floor Plan:

Include in Attachment F a floor plan consisting of a legible drawing of each building on the site in which production or waste treatment occurs or in which toxic or hazardous substances or oil or petroleum liquids are used stored or handled. The floor plan must show at a minimum, a north meridian arrow and the relative locations of all features indicated below:

- actual and potential sources of discharge including floor drains, doorways, sumps, wells, and indicate where each source discharges to;
- all spill control and containment measures (berms, trenches, sumps, inclined door sills, etc.);
- all indoor fixed treatment areas;
- all indoor areas, above and below ground, where virgin and waste liquids (chemicals, oils, solvents, sludges, process wastewaters, etc.) and toxic or hazardous substances are used, stored or handled including loading and unloading areas.

Attachment G: Coastal Consistency Review Form

If any portion of the site on which the activity is located or proposed to be located is within a coastal boundary as indicated in Part IV, item 2 of these instructions, submit a completed *Coastal Consistency Review Form* (DEP-APP-004) as Attachment G.

Attachment H: CT NDDDB Information

Submit copies of any correspondence provided to or received from the CT NDDDB program, including a copy of a completed *CT NDDDB Request Form* (DEP-APP-007) as Attachment H, as explained in Part IV, item 3 of these instructions.

Attachment H1: Conservation or Preservation Restriction

If the property is subject to a conservation or preservation restriction, submit proof of written notice of this application to the holder of such restriction or a letter from the holder of such restriction verifying that this application is in compliance with the terms of the restriction, as Attachment H1.

Pollution Prevention Plans Attachments I through L

Applications for permits to discharge from Land Treatment Non-point Source Systems need not include Attachments I through L.

For discharges previously licensed by DEP for which Pollution Prevention Plans (Attachments I through L) were submitted to DEP, such documents may be incorporated by reference into an application provided a certification is attached (see Attachment E1) indicating that such documents accurately represent the facility and its operations as of the date the application is submitted. For all other discharges, submit up to date plans or plan checklists and certifications as Attachment I through L, as applicable.

Attachment I: Operation and Maintenance of Collection and Treatment Systems - Description, Plan Checklist and Certification

Please complete the form provided by DEP, *Operation and Maintenance of Collection and Treatment Systems: General Description, Plan Checklist, and Certification* (DEP-PED-APP-103) and submit it as Attachment I.

Use the following instructions to complete Attachment I:

If you are applying for more than one permit and the collection and treatment systems are different for each permit, reproduce and complete the entire form for each permit you are applying for.

Place a check mark in the appropriate box to identify the type of receiving water for which you are completing the form *Operation and Maintenance of Collection and Treatment Systems: General Description, Plan Checklist, and Certification* (DEP-PED-APP-103).

Part A: Please provide a general description of the methods and provisions for the operation and maintenance of the wastewater collection, storage and treatment and control systems [section 22a-430-4(c)(17) RCSA]. Include in the description, at a minimum, a discussion of the items listed as plan elements No. 1, 6, and 9 of the Plan Checklist (DEP-PED-APP-103).

Part B: Prepare an Operation and Maintenance Plan for the wastewater collection, storage, treatment and control systems. The plan should consider effective

performance of the collection and treatment systems, adequate funding, operator training, laboratory and process controls and quality assurance procedures. For domestic sewage treatment facilities, the plan should include documentation of operator certification as required by sections 22a-416-1 through 22a-416-10 RCSA. Based on the Operation and Maintenance Plan prepared for your application, complete the Operation and Maintenance Plan Checklist. Do not submit the Operation and Maintenance Plan itself; instead submit the completed Operation and Maintenance Plan Checklist and the signed certification certifying that the Operation and Maintenance Plan contains all applicable items listed on the checklist. Include on the certification form, the name and qualifications of the preparer of the Operation and Maintenance Plan. DEP suggests that the Operation and Maintenance Plan be prepared by the same person who designed the treatment system. Remember that you must keep the Operation and Maintenance Plan on site once the discharge(s) begin. DEP will notify you if a copy of the Operation and Maintenance Plan must be submitted to review your application.

Attachment J: Solvent Management Plan

Only applications for permits to discharge from Metal Finishing, Electroplating and Electric & Electronic Components operations, where an exemption from TTO monitoring is desired, need to include Attachment J.

The effluent limitation guidelines contained in 40 CFR Part 433, 413 and 469 require that permits for discharges from Metal Finishing, Electroplating and Electric and Electronic Components operations contain a provision requiring Total Toxic Organic (TTO) monitoring. Permittees from such operations are exempt from TTO monitoring if they have prepared a Solvent Management Plan and that plan has been approved by DEP. If you wish to apply for an exemption from TTO monitoring, please prepare a Solvent Management Plan and complete the form provided by DEP, *Solvent Management Plan Checklist and Certification* (DEP-PED-APP-104) and submit the plan and the form as Attachment J.

The Solvent Management Plan must demonstrate that the applicant will manage its toxic organic compound containing wastes in a manner which:

1. Minimizes or eliminates the discharge of these compounds to the waters of the state;

2. Does not have any adverse impact on the waters of the state; and
3. Does not result in violations of the appropriate categorical TTO compound specific limits.

Note: If the applicant does not use, generate or introduce any toxic organic compounds into their wastewaters, then the applicant needs only to certify to this fact by checking the appropriate box on the certification form.

Note: Permits for other categories of discharges may include a requirement to monitor for TTO, particularly permits to discharge from Metal Molding and Casting (40 CFR Part 464), Coil Coating (40 CFR Part 465), Aluminum Forming (40 CFR Part 467), and Copper Forming (40 CFR Part 468).

Attachment K: Spill Prevention and Control Plan, Plan Checklist and Certification

Applications for permits to discharge from Domestic Sewage Treatment Facilities need not include Attachment K.

Please complete the form provided by DEP, *Spill Prevention and Control Plan Checklist and Certification* (DEP-PED-APP-105) and submit it as Attachment K.

All applications for permits to discharge *process* wastewater as defined in section 22-430-3(a)(3) RCSA must include a copy of the Spill Prevention and Control Plan with Attachment K.

Use the following instructions to complete Attachment K:

Prepare a Spill Prevention and Control Plan. The Spill Control Plan must describe all measures taken to prevent and control unplanned releases during the storage, collection, transfer, transport, treatment, loading and unloading of all toxic or hazardous substances, oils, process wastewaters, solvents, and any other chemicals. [section 22a-430-4(c)(10) RCSA]

Based on the Spill Prevention and Control Plan prepared for your application, complete the Spill Prevention and Control Plan Checklist. Submit the completed Spill Prevention and Control Plan Checklist and the signed certification certifying that the Spill Prevention and Control Plan contains all

applicable items listed on the checklist. Include on the certification form, the name and qualifications of the preparer of the Spill Prevention and Control Plan.

Note: If any plan element in the checklist has not been addressed in your Spill Prevention and Control Plan at the time you submit your application, in the space provided next to each element provide: 1) a brief explanation for why it has not yet been addressed and 2) if applicable, a proposed time schedule for when the element will be addressed in your Spill Prevention and Control Plan.

For applications for permits to discharge process wastewaters, remember to submit the plan itself with the checklist and the certification.

Remember that you must keep the Spill Prevention and Control Plan on site once the discharge(s) begin. For applications for permits to discharge wastewaters other than process wastewaters, DEP will notify you if a copy of the Plan must be submitted to review your application.

Attachment L: Resource Conservation Strategies

Applications for permits to discharge from Domestic Sewage Treatment Facilities need not include Attachments L.

Please complete the form provided by DEP, *Resource Conservation Strategies* (DEP-PED-APP-106) and submit it as Attachment L. Complete the form by providing a comprehensive description of the resource conservation practices and measures that will be taken which, to the maximum extent practicable, result in the minimum amount of wastewater discharged. [section 22a-430-4(c)(11) RCSA]

Examples of resource conservation strategies include:

1. Water conservation (e.g., flow restrictors, conductivity controllers, spray and countercurrent rinsing);
2. Resource recovery (e.g., acid recovery via crystallization, spent process bath metals recovery via ion exchange);
3. Waste recycling (e.g., food processing residuals for agricultural feed, using heat exchangers and

cooling towers for water reuse and energy recovery);

4. Wastewater reuse (e.g., reuse of treatment effluent or cooling water for rinsing or tumbling); and an evaluation of eliminating the discharge through recycling or reuse.
5. Material or product substitution (e.g., the use of non-cyanide plating solutions, trivalent chromium instead of hexavalent chromium solutions, the use of titanium anodes instead of lead anodes for anodizing operations, propylene glycol instead of ethylene glycol, aqueous cleaning instead of solvent cleaning/degreasing.

For further information or technical assistance on pollution prevention, recycling or source reduction, please call the Office of Pollution Prevention at 860-424-3297.

Attachment M: Line Drawing and Process Flow Diagram

Applications for permits to discharge from Land Treatment Non-point Source Discharge Systems need not include Attachment M.

Application for permits to discharge from a domestic sewage treatment facility need not include a line drawing, only a process flow diagram. An example of a process flow diagram for a domestic sewage treatment facility is provided as Figure F.

Part A: Line Drawing

Include a line drawing of the water flow through the facility, as Attachment M. The line drawing must show:

- the intake source (e.g. well, city water, river);
- all points of chemical addition into any treatment units;
- sampling and flow meter locations;

- all separate production operations with intake and discharge points of each operation;
- treatment units with intake and discharge points of each unit;
- a water balance that indicates approximate average and maximum flows at intake and discharge points of all separate production operations, treatment units and between processes.

Line drawings may vary with complexity provided all the information requested above is included.[section 22a-430-4(c)(15) RCSA]

Part B: Process Flow Diagram

Applications for permits to discharge from activities listed as primary industry categories in Appendix A of section 22a-430-4 RCSA must include, with Attachment M, a flow diagram showing those processes generating wastewater. The process flow diagram should identify each process step or tank, its work flow position, size, contents, ultimate disposal location and the discharge rate of its contents. Tank size is mandatory for batch discharges only. Include in the process flow diagram any treatment units integrated with a process. Indicate in the diagram if countercurrent rinsing is applied and indicate the direction of the countercurrent rinsing. A representative example of a process flow diagram for a copper, nickel, chrome plating line is provided as Figure E. Other diagram formats are acceptable provided all the information requested above is included.

Attachment N: Collection, Treatment and Disposal Systems, Description and Plans

Applications for permits to discharge from Land Treatment Non-point Source Systems, Landfills to groundwater, or Domestic Sewage Treatment Facilities need not include Attachment N.

For discharges previously licensed by DEP for which Collection, Treatment and Disposal System plans were submitted and approved by DEP, such plans may be incorporated by reference into an application provided a certification is attached (see Attachment E1) indicating that such plans accurately represent the facility and its operations as of the date the application is submitted. For all other discharges, submit up to date plans as Attachment N with your application and, if applicable, note any modifications. For discharges from the Primary Industry Categories listed in Appendix A of section 22a-430-4 RCSA, the up to date plans must be prepared by a professional engineer licensed to practice in Connecticut.

Submit as Attachment N: 1) a complete description of all collection, treatment and disposal systems proposed or installed to collect, treat and dispose of the wastewaters which are the subject of this application and 2) preliminary plans and specifications of such systems. [section 22a-430-4(c)(16) RCSA]

If this application is to discharge to more than one type of receiving water, and different collection, treatment and disposal systems are to be used, please identify on each document submitted in this attachment the type of receiving water (surface water, POTW, ground water).

The submission of plans and specifications of collection, treatment and disposal systems are required as follows:

Preliminary Plans and Specifications:

Provide a detailed schematic, describing the proposed means of collecting, treating and disposing of the wastewaters, which are the subject of this application. For discharges from the Primary Industry Categories listed in Appendix A of section 22a-430-4 RCSA, it is recommended that a professional engineer licensed to practice in Connecticut prepare preliminary plans.

Final Plans and Specifications:

In general, if the final decision on an application is to issue the requested permit, final plans and

specifications for the collection, treatment and disposal systems must be submitted for approval prior to permit issuance, unless DEP notifies you that this requirement has been waived pursuant to section 22a-430(j) CGS or regulations adopted thereunder. For applications that are exempt from the public notice requirement under section 22a-430-2 RCSA, final plans and specifications for the collection, treatment and disposal systems should be submitted immediately following issuance of the tentative determination to issue the requested permit. For such applications, DEP will issue an approval of the plans and specifications simultaneously with a final decision to issue the requested permit. For discharges from the Primary Industry Categories listed in Appendix A of section 22a-430-4 RCSA, final plans and specifications must be prepared by a professional engineer licensed to practice in Connecticut.

Attachment O: Discharge Information

Attachment O need not be included for:

- applications for permits to discharge from land treatment non-point source systems (including septic tank leachfield systems);
- applications for permits to discharge from a landfill;
- applications for permits to discharge from agricultural activities or concentrated animal feeding operations;
- applications for permits to discharge from concentrated aquatic animal production facilities.

For all other applications, (including renewals of existing permits) please complete and submit Part A and Part B, Tables 1 through 4 of the form provided by DEP, *Discharge Information* (DEP-PED-APP-107) for **each** discharge that is the subject of this application, as Attachment O. Photocopy these pages as necessary. For applications for renewals of existing permits, please provide your existing permit number in the space provided. Check to ensure that all discharges have been identified with discharge serial numbers as described below and that separate copies of Part A and Part B, Tables 1 through 4 have been completed for **each** discharge. Table 5 of Part B must be reproduced and completed, if applicable, for each permit that you are applying for. Table 6 of Part B applies only to discharges to surface water. Table 7 of Part B need only be completed once for

all the discharges, which are the subject of this application.

Discharge Information:

Part A: General Discharge Information

Discharge Serial Number: Please number each discharge consecutively starting with discharge serial number 101, for discharges to a surface water; 201 for discharges to a POTW; and 301 for discharges to ground water and identify each page of Attachment O with the appropriate serial number in the space provided. For discharges previously authorized by DEP, use the same serial number assigned in the previous permit for each discharge.

Question 1 is to be completed for discharges to surface water only.

- 1a. Place a check mark in the appropriate box to identify whether the discharge enters the surface waterbody directly or through a municipal storm sewer or through other drainage systems such as swales, etc. (Please specify the drainage system in the space provided.)
- 1b & c. The name and surface water classification of the surface waterbody the discharge first enters into may be identified on the "Water Quality Classification Map of Connecticut" produced in 1987 by DEP. The map may be purchased from DEP Maps and Publications (860-424-3555) and is also available for review at the DEP File Room located on the store level at 79 Elm Street, Hartford. [section 22a-430-4(c)(24) RCSA]

Question 2 is to be completed for discharges to a POTW only.

2. Please call the local sewer authority for the name and facility ID number of the POTW to which the discharge is/or will be connected and for information about any local approval from the POTW for the discharge. Their telephone number can be found in the blue pages of the telephone directory. [section 22a-430-4(c)(24) RCSA]

If the discharge contains a substance, which, in the absence of a wastewater discharge permit issued by the DEP, would be a hazardous waste under 40 CFR Part 261, the permittee must satisfy the notification requirements under 40 CFR Part 403.12 (p) and (j). These notification requirements do not apply to pollutants already

reported under the self-monitoring requirements in your permit.

Question 3 is to be completed for discharges to ground water only.

- 3a. The ground water classification of the site or of the location of the discharge outlet, if it is not located on site, may be identified on the "Water Quality Classification Map of Connecticut" produced in 1987 by DEP. The map may be purchased from DEP Maps and Publications (860-424-3555) and is also available for review at the DEP File Room located on the store level at 79 Elm Street, Hartford.
- 3b. The name and surface water classification of the surface waterbody where the ground water of the site or of the area where the discharge outlet is located, immediately enters into. The watershed area where the discharge outlet is located may be identified on the "Water Quality Classification Map of Connecticut".
4. In the spaces provided enter:
 - the average daily flow. The average daily flow means an average of all total daily flows measured during any calendar month. [section 22a-430-4(c)(6) - (7) RCSA] The total daily flow means the total flow of wastewater over an operating day.
 - the maximum daily flow. The maximum daily flow means the greatest volume of wastewater to be discharged over an operating day, not to exceed the design flow rate.
 - the date the discharge began or will begin.
5. Check yes or no to indicate whether the discharge is continuous. A continuous discharge means a discharge, which occurs without interruption throughout the operating day, except for infrequent stoppages for maintenance, process changes, or other similar activities. If the discharge is continuous enter in the space provided:
 - the average number of hours per day the wastewater is discharged.
 - the maximum number of hours per day the wastewater is discharged.

6. For other than a continuous discharge (batch, intermittent or seasonal discharges), enter in the space provided:

- the average number of hours per event the wastewater is discharged.
- the maximum number of hours per event the wastewater is discharged.
- the amount of wastewater discharged during a specified time period, its flow rate and frequency of occurrence. [section 22a-430-4(c)(8) RCSA]

7. Describe each process or activity, which contributes to the discharge and all the wastes which result from each process or activity. If the discharge is comprised of wastewater from more than one process or activity, please describe each individual process or activity and its associated wastes. [section 22a-430-4(c)(6) RCSA]

8. For domestic sewage treatment facilities, list the location of all discharges including any plant bypasses, pumping station bypasses, and collection system overflows and bypasses.

9. Process and/or Treatment Substances: In the table provided, please list the trade or common name of the substances used in generating this wastewater, identify any toxic or hazardous substances contained in each substance listed and list results of any aquatic toxicity tests conducted on the substance. Refer to Material Safety Data Sheets (MSDS) provided by the vendor of the substances and the vendors themselves to determine the presence of toxic and hazardous substances, their concentration and whether they are used in the manufacture of the substance. Please do not submit the MSDS sheets unless requested. You should not rely solely on the MSDS information to determine whether a substance used in generating the wastewater contains toxic or hazardous substances. See Appendix B and D of section 22a-430-4 RCSA, and 40 CFR Part 261 Appendix VIII and 40 CFR Part 116.4 for a listing of toxic and hazardous substances.

10a. Determine whether the discharge is described by any discharge categories listed in Appendix A, "Primary Industry Categories" of section 22a-430-4 RCSA.

10b. Determine whether any treatment requirement established in section 22a-430-4(s) RCSA applies to the discharge.

If you answer yes to question 10a, fill out the table in the form by listing the name of the category in the left column. If you answer yes to question 10b, cite the section of the regulations (e.g., " section 22a-430(s) RCSA ") in the left column, with the name of the category. In the right column, cite the specific subsection of the regulations.

11a. Determine whether there is an effluent limitation, standard, guideline, or categorical pretreatment standard established in 40 CFR Parts 400-471 or elsewhere pursuant to 301, 306, 307, 318, 405 of the Clean Water Act, applicable to the discharge.

If you answer yes to question 11a, fill out the table in the form by listing the name of the applicable category and citing the section in the code of federal regulations (CFR) that is applicable in the left column. In the right column, cite the appropriate subpart of 40 CFR.

11b. If effluent limitations have been established in the applicable discharge category and are expressed in terms of production, complete the table by listing the name of the discharge category, the name and quantity of product produced per day, a description of the process or operation which produces the product, including all materials used, and the total number of cycles in which the product passes through the process. For existing discharges, list the quantity which represents an actual measurement of your average or maximum level of production; base the average daily rate of production on a reasonable measure of actual production at the facility not on the design production capacity. For new discharges, list the quantity, which represents the projected average or maximum level of production. (Indicate in the table whether the production figures given are average or maximum levels.) Express the production in the terms and units used in the applicable discharge limitation.

For specific guidance on how to determine the production rate, consult the applicable federal effluent guidelines and standards (40 CFR Parts 400-471) as well as the Technical Development Documents for industrial discharge categories with production-based limitations. Production-

based limitations have been adopted for the following categories: Aluminum Forming; Battery Manufacturing; Coil Coating (including Can Making); Copper Forming; Iron and Steel Manufacturing; Nonferrous Metals Manufacturing; Ferroalloy Manufacturing; and Metal Molding and Casting (Foundries).

Part B: Discharge Analysis Tables 1 - 4

All applicants (for new permits and renewals of existing permits) must complete Tables 1 through 4 for each discharge. An applicant must analyze the discharge for all substances listed in Schedule A of these instructions, according to the applicable discharge category. All applicants must include the results of *all* analytical data obtained during the previous two years on discharge samples which were collected and analyzed using methods specified under 40 CFR Part 136.

New Discharges:

Permit applicants for new discharges must complete Tables 1 through 4 using scientific calculations to project expected discharge characteristics, or using information from similar discharges. Refer to Schedule A of these instructions for a listing of the substances that your discharge *must* be analyzed for depending on the discharge category.

Previously Licensed or Existing Discharges:

Permit applicants for renewal of existing discharges or for previously licensed discharges must complete Tables 1 through 4 using analytical data based on actual discharge quality. Refer to Schedule A of these instructions for a listing of the substances that your discharge *must* be analyzed for depending on the discharge category. For substances that were monitored in the existing permit, indicate in the "Daily Composite or Grab Sample Results" column, "PP" for Permit Parameter. For such substances, you need not repeat the analytical results in Tables 1 through 4, as long as such results are provided in Attachment E of this application.

Table 1: All applicants must complete Table 1. For discharges of non-contact cooling water, heat pump wastewater and blowdown from heating and cooling equipment provide analysis for substances 3, 5, 6, and 11 through 16 only. Complete Table 1 by using the instructions below for the following columns; "Daily Composite or Grab Sample Results", "Number of Analyses", and "EPA Method".

Tables 2 through 4: Refer to Schedule A of these instructions to determine whether the discharge results from any of the industrial categories or types

of facilities listed. The discharge must be analyzed for all substances and categories of substances listed as applicable to the discharge in Schedule A. In addition, the discharge must be analyzed for all substances listed in Tables 2 through 4 which the applicant knows or has reason to believe or can reasonably ascertain are or will be present in the discharge. All sampling and analyses must be performed, as specified below, in accordance with section 22a-430-4(c)(20) RCSA and for discharges to surface waters, in accordance with any applicable EPA standard analytical method listed in 40 CFR Part 136.

In addition, to complete Table 4, you must analyze the discharge and provide the results of discharge analyses for the substances listed as items 7 through 27 using "EPA Method 1613: Tetra- through Octa-Chlorinated Dioxins and Furans by Isotope Dilution HRGC/HRMS" *if*:

1. your facility uses or manufactures one of the substances listed as items 1-6 in Table 4, or knows or has reason to believe or can reasonably ascertain that one of these substances may be present in the discharge; or
2. your facility has a discharge resulting from a process regulated under 40 CFR Part 430 - Pulp, Paper, and Paperboard Point Source Category; or
3. you know or have reason to believe or can reasonably ascertain that 2,3,7,8 - Tetrachlorodibenzo-p-dioxin (TCDD) may be present in the discharge.

Complete Tables 1 - 4 by providing the following information for each respective column.

Analysis Required by Schedule A:

If the discharge is required to be analyzed for a substance according to Schedule A, place an "X" in this column by that substance.

Known or Suspected Present:

If the applicant knows or has reason to believe or can reasonably ascertain that a substance is or will be present in the discharge, place an "X" in this column by that substance and provide analytical data for that substance in the appropriate column.

Believed Absent:

If the applicant knows or has reason to believe or can reasonably ascertain that a substance is **not** or will **not** be present in the discharge, place an "X" in this column by that substance.

Note: Be sure to review your inventory of toxic or hazardous substances, raw materials used and treatment substances used, prepared for this application, when completing the "Known or Suspected to be Present" column or the "Believed Absent" column.

Daily Composite or Grab Sample Results:

When quantitative data and chemical analyses are required, section 22a-430-4(c)(20) RCSA requires that:

- grab sample averages must be used for hexavalent chromium, cyanides, total phenols, oil and grease, sulfide and fecal coliform bacteria;
- grab samples must be used for volatile organics;
- for pH, temperature and total residual chlorine, the range during the composite sample must be reported;
- for the remaining substances, a representative daily composite sample of the effluent must be collected and analyzed;
- the maximum concentration for hexavalent chromium, cyanides and total phenols must be reported.

When providing analytical results for a substance that was not detected by the analytical method used, indicate that it was not detected and the minimum detection level of the method used by employing the following format: "ND< X ppb", where "X" is the minimum detection level of the method used.

All samples collected for testing purposes must be taken at the proper location - after the last treatment unit and before mixing and dilution with other waste streams.

All samples must be collected, handled and analyzed in accordance with methods listed or approved under 40 CFR Part 136.

Number of Analyses:

Provide the number of analyses performed for the particular substance in this column.

EPA Method:

For discharges to surface water, analytical methods listed or approved by EPA under 40 CFR Part 136 may be used for substances which are present in the sample in sufficient concentration to allow quantifiable results to be achieved using the method chosen. If analytical results by the method chosen are reported as not detected, or if the applicant has reason to believe that the substances present in the sample are of insufficient concentration to allow quantifiable results to be achieved, the EPA Method listed below must be used for the corresponding substance. Please specify the number of the EPA Analytical Method used in this column.

<i>Parameters</i>	<i>EPA Method</i>
Acid and Base Neutral Compounds.....	625
Aluminum (total)	202.2
Antimony (total)	204.2
Arsenic (total)	206.2
Barium (total)	208.2
Beryllium (total)	210.2
Cadmium (total).....	213.2
Chromium (total)	218.2
Chromium, Hexavalent.....	218.4
Cobalt (total).....	219.2
Copper (total).....	220.2
Cyanide (total)	335.2
Iron (total).....	236.2
Lead (total)	239.2
Manganese (total)	243.2
Molybdenum (total).....	246.2
Nickel (total).....	249.2
Pesticides	608
Selenium (total)	270.2
Silver (total).....	272.1
Tin (total).....	282.2
Thallium (total).....	279.2
Total Residual Chlorine	330.1
Volatile Compounds	624
Zinc (total)	289.1

Schedule A Testing Requirements for All Discharges

If a discharge results from any of the industrial categories or types of facilities listed in a left block, analytical results must be provided in Attachment O, Part B, Tables 1 through 4 for the substances and categories of substances listed in the right block:

Primary Industry Categories	Testing Requirements [section 22a-430-4(c)(20) RCSA]
<ul style="list-style-type: none"> Auto & Other Laundries Coal Mining Electric & Electronic Components Nonferrous Metals Manufacturing Organic Chemicals, Plastic & Synthetic Materials Pesticides Printing and Publishing Pulp & Paper Mills Timber Products Processing 	<ul style="list-style-type: none"> ● All substances in Table 1; <i>and</i> ● The following categories of substances in Table 2: <ul style="list-style-type: none"> ● Toxic Metals, Cyanides & Phenols ● Volatiles ● Acids ● Base/Neutrals ● Pesticides; <i>and</i> ● Any of the substances in Tables 3 and 4 which are known or suspected or can reasonably be ascertained to be present in the discharge
<ul style="list-style-type: none"> Adhesives & Sealants Aluminum Forming Coil Coating Copper Forming Metal Finishing Electroplating Foundries Inorganic Chemicals Manufacturing Iron & Steel Manufacturing Leather Tanning & Finishing Mechanical Products Manufacturing Paint & Ink Formulation Pharmaceutical Preparations Photographic Equipment & Sales Rubber Processing Soap & Detergent Manufacturing (and Cosmetics) Textile Mills - Except Griage Mills 	<ul style="list-style-type: none"> ● All substances in Table 1; <i>and</i> ● The following categories of substances in Table 2: <ul style="list-style-type: none"> ● Toxic Metals, Cyanides & Phenols ● Volatiles ● Acids ● Base/Neutrals; <i>and</i> ● Any of the substances in Table 2: Pesticides and Tables 3 and 4 which are known or suspected or can reasonably be ascertained to be present in the discharge
<ul style="list-style-type: none"> Explosives Manufacturing 	<ul style="list-style-type: none"> ● All substances in Table 1; <i>and</i> ● The following categories of substances in Table 2: <ul style="list-style-type: none"> ● Toxic Metals, Cyanides & Phenols ● Acids ● Base/Neutrals; <i>and</i> ● Any of the substances in Table 2: Volatiles and Pesticides and Tables 3 and 4 which are known or suspected or can reasonably be ascertained to be present in the discharge

Schedule A (Continued)

Primary Industry Categories (continued)	Testing Requirements
Ore Mining - Base & Precious Metals	<ul style="list-style-type: none"> ● All substances in Table 1; <i>and</i> ● The following categories of substances in Table 2: <ul style="list-style-type: none"> ● Toxic Metals, Cyanides & Phenols ● Acids; <i>and</i> ● Any of the substances in Table 2: Volatiles, Base/Neutrals and Pesticides and Tables 3 and 4 which are known or suspected or can reasonably be ascertained to be present in the discharge
Petroleum Refining Plastic Processing	<ul style="list-style-type: none"> ● All substances in Table 1; <i>and</i> ● The following categories of substances in Table 2: <ul style="list-style-type: none"> ● Toxic Metals, Cyanides & Phenols ● Volatiles; <i>and</i> ● Any of the substances in Table 2: Acids, Base/Neutrals, and Pesticides and Tables 3 and 4 which are known or suspected or can reasonably be ascertained to be present in the discharge
Battery Manufacturing Gum and Wood Chemicals Porcelain Enameling	<ul style="list-style-type: none"> ● All substances in Table 1; <i>and</i> ● The following categories of substances in Table 2: <ul style="list-style-type: none"> ● Toxic Metals, Cyanides & Phenols; <i>and</i> ● Any of the substances in Table 2: Volatiles, Acids, Base/Neutrals, and Pesticides and Tables 3 and 4 which are known or suspected or can reasonably be ascertained to be present in the discharge
Domestic Sewage Treatment Facilities, including POTWs	<ul style="list-style-type: none"> ● All substances in Table 1; <i>and</i> ● The following categories of substances in Table 2: <ul style="list-style-type: none"> ● Base/Neutrals ● Pesticides; <i>and</i> ● Any of the substances in Table 2: Toxic Metals, Cyanides and Phenols, Volatiles, and Acids and Tables 3 and 4 which are known or suspected or can reasonably be ascertained to be present in the discharge
Discharges of non-contact cooling water, heat pump wastewaters and blowdown from heating and cooling equipment	<ul style="list-style-type: none"> ● Substances numbered 3, 5, 6, and 11 through 16 in Table 1; <i>and</i> ● Any of the substances in Table 2: Toxic Metals, Cyanides and Phenols, Volatiles, Acids, Base Neutrals and Pesticides and Tables 3 and 4 which are known or suspected or can reasonably be ascertained to be present in the discharge
Other Discharge Categories	<ul style="list-style-type: none"> ● All substances in Table 1; <i>and</i> ● Any of the substances in Table 2: Toxic Metals, Cyanides and Phenols, Volatiles, Acids, Base Neutrals and Pesticides and Tables 3 and 4 which are known or suspected or can reasonably be ascertained to be present in the discharge

Table 5: Biological Toxicity Testing Data

Complete Table 5 if any biological toxicity testing has been performed, within the last three years or for discharges previously licensed by DEP since the issuance of such license, on either the discharge(s) which are the subject of this application or on any water(s) receiving the discharge(s). Please provide the existing permit number in the space provided, if applicable.

List in Table 5 the results of individual whole effluent toxicity tests grouped by discharge serial numbers. For each discharge serial number, arrange the test results from the oldest to most recent test results.

Complete the table by providing the following information for each respective column:

Date:

Enter the date on which the sample was collected.

Test Method:

Indicate in this column what type of test method was used to analyze the discharge.

Place a "D" in this column for tests in which an LC50 value was determined. **LC50** is defined as the concentration (%) which kills 50% of the test organisms in an aquatic toxicity test.

Place a "C" in this column for tests in which survival in one effluent concentration was determined.

Species:

Indicate in this column what types of species of organisms were used in the test. List the abbreviations indicated below for each species.

Invertebrates

<i>Abbreviation</i>	<i>Species</i>
DP	Daphnia pulex
PG	Palaemonetes pugio
MB	Mysidopsis bahia

Vertebrates

<i>Abbreviation</i>	<i>Species</i>
CV	Cyprinodon variegatus
PP	Pimephales promelas
MM	Menidia menidia
FH	Fundulus heteroclitus

Results:

Enter the results of the test performed in this column. If you indicated that the test method was "D", i.e., an LC50 value was determined, provide both the LC50 value and the NOAEL value. **NOAEL** or "No observable acute effect level" means the highest test concentration (%) in which 90% of the test organisms survive. Label the results as LC50 and NOAEL, respectively. If you indicated that the test method was "C", i.e., survival in one effluent concentration was determined, provide both the % survival and the effluent concentration used in the test expressed as a percentage. Label the results as concentration and % survival, respectively.

Comparison to Limit:

For discharges previously licensed by DEP, compare the results of the tests performed to any toxicity limits listed in such previous authorizations. Indicate whether the test results when compared to any toxicity limits listed in the previous authorization would have constituted a result of "Pass", in which case enter a "P" in this column, or "Fail", in which case enter an "F" in this column. If the test results cannot be compared to any toxicity limits listed in the previous authorization or no limit existed on the previous authorization then enter "NA" for not applicable in this column.

Table 6: Discharge Toxicity Evaluation (DTE)

1. Except as provided below, all applicants for permits to discharge to a surface waterbody (i.e., for new and existing discharges) must perform a Discharge Toxicity Evaluation (DTE) in accordance with section 22a-430-4(c)(21)(B) RCSA and submit the results of the DTE as Attachment O, Table 6.
2. Exceptions: A DTE need not be performed or submitted with this application *if*:
 - a. this application for a permit is to discharge sewage from a POTW; or
 - b. a DTE covering all discharges to surface waters at the site has been previously approved by DEP; or
 - c. the applicant has been specifically exempted from submission of a DTE for the discharge(s), in writing by DEP, in accordance with section 22a-430-4(c)(21)(C) RCSA, prior to submittal of this application.

However, applicants not required to submit a DTE as a result of the exceptions listed in item 2a, b, or c above, must include the following information as Attachment O, Table 6:

- a. a brief written explanation of the reason a DTE is not being submitted, including the date of submittal and approval of any prior Discharge Toxicity Evaluation for discharges at the site or the date of any written notification from DEP that a Discharge Toxicity Evaluation is not required.
- b. a copy of a map of the site at a scale of no greater than 1"=100' showing the approximate dilution concentration contours and dimensions of the area of receiving water required to provide total and complete mixing of the discharge with the receiving water under 7Q10 low flow conditions or equivalent for discharges to tidal waters. For information on 7Q10 low flow conditions of a particular surface water body, please call the Bureau of Materials Management and Compliance Assurance at 860-424-3829.
- c. a brief narrative summary of the results of any approved Discharge Toxicity Evaluation for discharges at the site.
- d. a brief narrative summary describing the results of any Toxicity Identification or Elimination Studies or other investigations conducted to reduce or eliminate the toxicity of the discharge such as implementation of pollution prevention or water conservation plans.
- e. a brief narrative summary of any dye studies or other investigations conducted by the applicant, which further define the mixing characteristics of the discharge in the receiving stream. If the results of any such investigations were provided to DEP, include the date such results were submitted to DEP.

Note: The phrase "brief narrative summary" is intended to mean a summary of approximately 500 words or less which provides a basic overview of the information requested.

For permit applications to discharge to a POTW, a DTE may be required depending on the nature of the

discharge. In this case, you will be notified by DEP after submitting your application.

Table 7: Laboratory Identification

Identify any contract laboratory or consulting firm, which performed analyses for substances listed in Tables 1 - 6. Be sure to keep copies of all lab results in case they are required for review at a later date.

Attachment P: Domestic Sewage Treatment Facilities

Applications for permits to discharge from Land Treatment Non-point Source Systems need not include Attachment P.

Applicants for permits to discharge from a Domestic Sewage Treatment Facility, POTW or a privately owned domestic sewage treatment facility, please complete the form provided by DEP, *Domestic Sewage Treatment Facilities* (DEP-PED-APP-108) and submit it as Attachment P.

Attachment Q: Domestic Sewage Through Land Treatment Non-point Source Discharge Systems

Land Treatment Non-point Source System means a system that consists of primary, secondary, and tertiary treatment followed by a structure or device to apply effluent to the soil either above grade or below grade that will then discharge to the ground water of the state. Land Treatment Non-point Source Systems include On-site Wastewater Renovation Systems (OWRS).

In general, wastewaters treated by Land Treatment Non-point Source Systems include domestic sewage wastewater that is primarily of animal, plant or natural origin and amenable to treatment by soil based systems.

Please note that DEP has delegated the authority to issue permits for household and small commercial subsurface disposal systems to the Commissioner of Public Health. In general, such systems involve the discharge of less than 5,000 gallons per day (gpd) of domestic sewage to any one lot. See section 22a-430-1 of the Regulations of Connecticut State Agencies (RCSA) for further information.

Any engineering firm or other interested party planning a project requiring a DEP permit for discharges from a Land Treatment Non-point Source System is strongly encouraged to contact the Subsurface Disposal Group of the Bureau of

Materials Management and Compliance Assurance at 860-424-3018 to arrange a pre-application meeting to discuss the criteria necessary for evaluating these systems. The administrative process and methodology used by the DEP can be found in the Guidance Document titled "[Guidance Document for Design of Large-Scale On-Site Wastewater Renovation Systems](http://www.ct.gov/dep/cwp/view.asp?a=2721&q=332888&depNav_GID=1654)" found on the DEP website (www.ct.gov/dep/cwp/view.asp?a=2721&q=332888&depNav_GID=1654) and available on CD from DEP Maps and Publications (860-424-3555).

In addition, most Land Treatment Non-point Source Systems must be reviewed by the local director of health in compliance with relevant provisions of the Connecticut Public Health Code.

For application to renew an existing permit to discharge from Land Treatment Non-point Source Systems, submit the following supporting documents as Attachment Q:

1. An engineering report that evaluates the performance and operation of the On-site Wastewater Renovation System as designed, approved and permitted.
2. A summary and review of Discharge Monitoring Reports (DMRs) for the discharge; water meter readings; and monitoring and maintenance requirements.
3. A list of changes, if any, in circumstances or information on which the previous permit was based.

Upon receipt of your application, DEP staff will contact you to schedule a field visit for physical inspection of the On-site Wastewater Renovation System.

Attachment R: Checklist for Solid Waste Disposal Areas

Applicants for permits to discharge from a solid waste disposal area or landfill, please complete the form provided by DEP, *Checklist for Solid Waste Disposal Areas* (DEP-PED-WEED-APP-110) and submit the form with the information requested as Attachment R. [section 22a-430-4(c)(20)(E) RCSA]

The requirements under Attachment R are also to be used to fulfill requirements under the *Permit Application for Construction and Operation of a Solid Waste Facility* (DEP-WEED-APP-100).

In addition, for all discharges from a solid waste disposal area or landfill to a surface water, please follow the procedure and submit the information outlined in these instructions for a Discharge Toxicity Evaluation, (Table 6 of Attachment O) and include such information with the other documents provided as Attachment R.

Please note that applicants for a permit to discharge from a landfill must also obtain an individual permit for the landfill's stormwater discharge(s) or, if eligible, register for the stormwater general permit. The applicant may also need to apply for a ground water reclassification. For further information concerning discharges from a landfill contact PED at 860-424-3705.

Attachment S: Agricultural Activities

Applicants for permits to discharge from agricultural activities as defined below, please provide and submit as Attachment S, a farm waste management plan which includes but is not limited to the following:

- a. a description of the nature of the agricultural activity;
- b. design drawings of facility components, prepared by the Soil Conservation Service or a professional engineer licensed to practice in the State of Connecticut;
- c. loading rates and number of acres available for crop growing purposes, if the wastewater is disposed of through land application [section 22a-430-4(c)(20)(D) RCSA];

OR

if the discharges are from a concentrated animal feeding operation, as described below, complete the form provided by DEP, *Concentrated Animal Feeding Operations* (DEP-PED-APP-110) and submit it as Attachment S. [section 22a-430-4(c)(20)(B) RCSA]

Agricultural Activities is defined as "agricultural operations generating more than 1,000 gallons per day of wastewater **OR** animal feeding operations with more than the following number of animals on-site: 300 slaughter or feeder cattle; 200 mature dairy cattle; 750 swine; 150 horses; 3,000 sheep or lambs; 16,500 turkeys; 30,000 laying hens or broilers; 1,500 ducks; or 250 veal calves." [section 22a-430-6(b)(1) RCSA]

In addition, for all discharges from agricultural activities to a surface water, please follow the procedure and submit the information outlined in these instructions for a Discharge Toxicity Evaluation, (Table 6 of Attachment O) and include such information with the other documents provided as Attachment S.

Attachment T: Concentrated Aquatic Animal Production Facilities

Applicants for permits to discharge from concentrated aquatic animal production facilities, as defined below, please complete the form provided by DEP, *Concentrated Aquatic Animal Production Facilities* (DEP-PED-APP-112) and submit it as Attachment T. [section 22a-430-4(c)(20)(B) RCSA]

Concentrated aquatic animal production facilities are defined in section 22a-430-6(b) RCSA as "Fish Hatchery and Farm Wastewaters" which means wastewaters generated by the breeding and/or raising of fish or other aquatic organisms.

In addition, for all discharges from concentrated aquatic animal production facilities to a surface water, please follow the procedure and submit the information outlined in these instructions for a Discharge Toxicity Evaluation, (Table 6 of Attachment O) and include such information with the other documents provided as Attachment T.

Attachment U: Letter of Municipal Approval

Applicants for permits to discharge domestic sewage from a community sewerage system not owned by a municipality, please submit, as Attachment U, a signed letter from the Water Pollution Control Authority or responsible authority of the municipality in which the system exists or is proposed to be located, indicating that such authority is satisfied that the proposed method of management of the system complies with the provisions of section 7-246f CGS as amended. [section 22a-430-4(c)(20)(G)RCSA]
See sample form letter.

Attachment V: Privately Owned Treatment Works

Applicants for permits to discharge from a Privately Owned Treatment Works as defined below, please complete the form provided by DEP, *Privately Owned Treatment Works* (DEP-PED-APP-113) and

submit it as Attachment V. [section 22a-430-4(c)6 RCSA]

According to section 22a-430-3(a) RCSA, "privately owned treatment works" is defined as a system which is not a Publicly Owned Treatment Works (POTW) and which is used to collect, treat and/or dispose of only nondomestic sewage from any facility whose operator is not the operator of the treatment works. "Domestic sewage" is also defined in the above-referenced section of the regulations as "sewage that consists of water and human excretions or other waterborne wastes incidental to the occupancy of a residential building or a non-residential building but not including manufacturing process water, cooling water, wastewater from water softening equipment, commercial laundry wastewater, blowdown from heating or cooling equipment, water from cellar or floor drains or surface water from roofs, paved surfaces or yard drains.

Part VII: Application Certification

After the application has been completed it must be reviewed and signed by both the applicant(s) and the individual(s) who actually prepared the application. By their signature, they certify that to the best of their knowledge and belief, the information contained in the application, including all attachments, is true, accurate and complete.

The certification of the application package must be signed as follows:

1. For an individual(s) or sole proprietorship: by the individual(s) or proprietor, respectively;
2. For a corporation: by a principal executive officer of at least the level of vice president;
3. For a limited liability company (LLC): a manager, if management of the LLC is vested in a manager(s) in accordance with the company's "Articles of Organization", or a member of the LLC if no authority is vested in a manager(s);
4. For a partnership: by a general partner;
5. For a municipal, state, or federal agency or department: by either a principal executive officer, a ranking elected official, or by other representatives of such applicant authorized by law.

An application will be considered insufficient unless

all required signatures are provided.

Available Resources:

Below is a list of possible resources for specific information required for this application. Be sure to also check the DEP website, www.ct.gov/dep and your local town hall or library for maps and other reference materials.

Both the DEP Maps and Publications 860-424-3555 and the DEP File Room 860-424-4180 are located on the store level at 79 Elm Street, Hartford, CT. Please call the appropriate office in advance for hours of operation.

For general assistance regarding the subject permit application contact PED at 860-424-3018.

For the subject permit application form, instructions and other required documents visit the DEP website at: www.ct.gov/dep/permit&licenses (Air, Waste, Water, and Land Use/Water Discharge Permits and General Permits)

- Coastal Boundary Areas: Town Hall and/or DEP Maps and Publications; "Coastal Boundary Map". Additional information: Office of Long Island Sound Programs: 860-424-3034
- Coastal Resource Maps: Town Hall and/or DEP Maps and Publications 860-424-3555
- Reference Guide to Coastal Policies and Definitions (www.ct.gov/dep/permits&licenses)
- USGS Topographic Quadrangle Map: (www.ct.gov/dep/gis) DEP Maps and Publications, 860-424-3555, or USGS Office, 303-202-4700, or US Geological Survey, Western Distribution Branch, Box 25286, Denver Federal Center, Denver, CO 80225 (sells USGS maps and publications) www.usgs.gov
- Endangered or Threatened Species Areas: DEP File Room; "State and Federal Listed Species and Natural Communities"; www.ct.gov/dep/endangeredspecies
- Aquifer Protection Area Maps: www.ct.gov/dep/aquiferprotection, DEP Maps and Publications
- Pollution Prevention: A variety of pollution prevention publications are available from DEP's Office of Pollution Prevention 860-424-3297
- DEP's Environmental Equity Policy, Environmental Justice Program and Environmental Justice Public Participation Guidelines: 860-424-3044 (www.ct.gov/dep/environmentaljustice)
- Aerial Photographs: DEP OLISP 860-424-3034
- Historic Aerial Photographs:
 - ◆ State Library: 860-566-4301
 - ◆ Connecticut Historical Aerial Photography (Map & Geographic Information Center at UCONN) magic.lib.uconn.edu/
- Tidal Wetland Boundary Maps: DEP Maps and Publications 860-424-3555
- Coastal Policies and Use Guidelines (Planning Report 30): DEP OLISP 860-424-3034
- Wetlands of Connecticut: DEP Maps and Publications 860-424-3555
- National Wetland Inventory Maps: DEP Maps and Publications 860-424-3555
- 2002 Connecticut Guidelines for Soil Erosion and Sediment Control (www.ct.gov/dep/cwp/view.asp)
- Drainage Basins: DEP Maps and Publications, "Natural Drainage Basins in Connecticut", 1988; www.ct.gov/dep/gis
- Archeological or Historical Landmarks: Town Hall or Connecticut Historical Commission
- Land Conservation Areas: Town Hall and/or DEP Maps and Publications; "Open Space Map"

- Soil Series Description and Delineation: County Soil and Water Conservation District Offices and the United States Department of Agriculture Conservation Service Office
- US Army Corps of Engineers
 - ◆ Regulatory Program
www.usace.army.mil/inet/functions/cw/cec/wo/reg/
 - ◆ New England District, Regulatory Office
696 Virginia Road
Waltham, MA 02254
Concord, MA 01742-2751
www.usace.army.mil
800-343-4789; 978-318-8335; 978-318-8338
 - ◆ Wetlands Regulatory Assistance Program
el.erdc.usace.army.mil/wrap/wrap.html
- State and federal statutes and regulations are available for review at various locations:

On the web:

- State Statutes
www.cga.ct.gov/asp/menu/Statutes.asp
- DEP website for Statutes and Regulations:
www.ct.gov/dep/laws-regs
- US EPA website for Federal Laws, Regulations (Code of Federal Regulations; CFR), Policy Guidance and Legislation:
www.epa.gov/lawsregs

Book Format:

- State Library (Hartford)
- University Law Schools (UCONN-Hartford, Yale)
- Superior Courthouse Libraries (located throughout the state)
- Town Halls and Libraries (statutes)

The Department of Environmental Protection is an affirmative action/equal opportunity employer, providing programs and services in a fair and impartial manner. In conformance with the ADA, individuals with disabilities who need information in an alternative format to allow them to benefit and/or participate in the agency's programs and services, should call 860-424-3051 or 860-418-5937, or e-mail Marcia Z. Bonitto, ADA Coordinator at Marcia.Bonitto@ct.gov

Figure A: Wastewater Discharge Example

USGS Quadrangle Map: Clinton
Map Scale: 1:24,000 (1"=2,000')

* Please include Latitude and Longitude for these locations in your application.

*Center of site

Boundary of site

Location of discharge outlet - storm drain entry

*Location of discharge outlet - surface water entry

