

INTRODUCTION

Complete this application to apply for a new Industrial Wastewater Discharge Permit (IWDP) or to renew an existing IWDP. IWDPs authorize discharge of industrial wastewater to the City of Portland's ("City's") sanitary or combined sewer systems and are issued under Section 17.34.070. The permits contain discharge requirements and pollutant limitations.

- For renewals, the application must be submitted 90 days prior to the expiration date of the current permit. Contact your assigned Permit Manager for questions regarding this application or process.
- For new permits, the completed application must be returned within 90 days. Contact the Permit Writer at IndustrialPermitting@portlandoregon.gov for questions regarding this application or process.

The application and required attachments must be completed in their entirety. If any section or question does not apply, write "N/A." Incomplete applications will not be accepted. Submittal of this application does not guarantee a new or renewed IWDP will be issued to the applicant. Retain a copy of this application for a minimum of 3 years.

For more information:

City of Portland Pretreatment Program: <https://www.portlandoregon.gov/bes/31810>

EPA National Pretreatment Program: <https://www.epa.gov/npdes/national-pretreatment-program>

CONFIDENTIAL INFORMATION

The information obtained in this application and attachments will be available to the public or any governmental agency without restriction, unless classified by the City as confidential. To obtain a confidential classification on all or part of any records, reports, or information submitted, you must: Clearly label "Confidential Business Information" on information is requested to be classified as confidential and explain that the information is exempt from disclosure pursuant to the Oregon Public Records Law.

Records, reports, or information or parts classified as confidential by the City will not be released or made part of any public record or hearing unless the release is ordered by the District Attorney or a court of competent jurisdiction. Effluent data, as defined in 40 CFR 2.302, will not be classified as confidential.

Refer to Portland City Code (PCC) 17.34.080(D) and 40 CFR 403.14 for more information.

DEFINITIONS

“Authorized representative” means:

1. A principal executive officer of at least the level of vice president if the industrial user is a corporation; or
2. A general partner or proprietor if the industrial user is a partnership or sole proprietorship, respectively; or
3. A duly authorized representative of the individual designated above if such representative is responsible for the overall operation or has overall responsibility for environmental matters of the facility from which the discharge originates.

“Batch Discharge” means the controlled discharge of a discrete, contained volume of wastewater.

“Best Management Practices (BMPs)” means procedures and other controls that are used to reduce pollutant discharges including structural controls, modification of facility processes, and operating and housekeeping pollution control practices.

“Categorical Pretreatment Standards” mean limitations on pollutant discharges to POTWs from specific types of new or existing industrial users. These standards are promulgated by the EPA in accordance with Sections 307 (b) and (c) of the Clean Water Act. This term includes prohibitive limitations established pursuant to 40 CFR 403.5

“Combined Sewer” means a sewer designed to convey both sanitary sewage and stormwater.

“Dilutional Wastewater” means wastewater from boiler blowdown, noncontact cooling water streams, domestic wastewater, or any other unregulated non-process wastestreams.

“Domestic Wastewater” means any water that contains only domestic waste.

“Industrial User” means any person who discharges industrial or commercial wastewater to the City sewer system.

“Industrial Wastewater” means any discharge resulting from, or used in connection with, any process of industry, manufacturing, commercial food processing, business, agriculture, trade or research. Industrial wastewater includes, but is not limited to, the development, recovery or processing of natural resources and leachate from landfills or other disposal sites.

“National Pollutant Discharge Elimination System (NPDES)” means the Clean Water Act (40 CFR Part 122) regulations that require dischargers to control and reduce pollutants in discharges to waters of the United States



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“Point of Compliance” means the location where representative industrial wastewater samples are collected from industrial users to determine compliance with discharge standards. For categorical pretreatment standards, the point of compliance shall be at a location where the effluent of the process regulated by the standard is collected, or as otherwise specified by the standard. For other limits, the point of compliance shall be at end-of-pipe where the wastewater from the industrial user enters the City sewer system. The City may designate an alternative location to accommodate collecting representative compliance monitoring samples

“Pretreatment” means the reduction of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater in accordance with federal, state and local laws, regulations and permits prior to or in lieu of discharging or otherwise introducing such pollutants into the City sewer system.

“Wastewater” means any non-domestic sewage flows including but not limited to wash waters, industrial wastewater, commercial discharges, and other non-stormwater discharges.

Additional definitions can be found in PCC 17.34.020 (<https://www.portland.gov/code/17/34/020>) and ENB 4.03 (<https://www.portland.gov/sites/default/files/2020-06/enb-4-03-sanitary-discharge-and-pretreatment-program-7-19-465822.pdf>).

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SECTION A: FACILITY INFORMATION

1. Complete the below information. The legal name is the name as reported to the Oregon State Business Registry or Portland Business Registry. The facility name is the name of the business at the site that is applying for wastewater discharge. Include LLC, Inc., etc. if applicable. The business description should be short - Section C will contain more detail regarding operations.

Add all applicable Standard Industrial Classification (SIC) codes. The SIC codes are as registered to the State or City and can be found at <https://www.osha.gov/data/sic-manual>.

Facility Name		Legal Name			
Facility Address		Mailing address			
Billing Address (if different)		Business Description			
SIC Code(s):					

2. Are any site and/or pretreatment system modifications expected to occur within the next 5 years?

YES NO

If yes, describe: _____

SECTION B: CONTACT INFORMATION

1. Complete the following contact information details below. The Authorized Signatory (e.g., EHS Manager or Operations Manager) must have an Authorized Signatory Form on file that is signed by the Responsible Corporate Officer (e.g., President, CEO, or Owner). The emergency contact must be available 24-hrs in case of urgent situations. The billing contact will be the recipient of all fees and charges and must be located at the billing address listed in Section A. The field contact must be available during the daytime for the City of Portland's Field Operations Crew in case of issues that they encounter during sampling events. The backup Authorized Signatory, if applicable, must also have an Authorized Signatory Form on file that is signed by the Responsible Corporate Officer.

Has an Authorized Signatory Form been submitted to the City for the Signatory Authority and backup Signatory Authority (if applicable)?

YES NO UNKNOWN

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Authorized Signatory				
Name	Title	Phone #	Mobile #	Email
Responsible Corporate Officer or Business Owner(s)				
Name	Title	Phone #	Mobile #	Email
Emergency Contact				
Name	Title	Phone #	Mobile #	Email
Billing Contact				
Name	Title	Phone #	Mobile #	Email
Field Contact				
Name	Title	Phone #	Mobile #	Email
Backup Authorized Signatory (if available)				
Name	Title	Phone #	Mobile #	Email

2. Are any of the contacts listed above contracted consultants? YES NO

If yes, indicate which contacts and the firms they work for:

SECTION C: GENERAL INFORMATION

1. Business start date (MM/DD/YYYY): ___/___/_____

2. Describe all operations of the facility:



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3. Are there any operations performed that are listed in an industrial category between 40 CFR 405-471?

YES NO If no, skip below table and skip Section K.

If yes, check which apply and complete Section K:

x	40 CFR	Industry	x	40 CFR	Industry
	405	Dairy products processing		437	Centralized waste treatment
	406	Grain mills		438	Metal products & machinery
	407	Canned & preserved fruits & vegetable processing		439	Pharmaceutical manufacturing
	408	Canned & preserved seafood		440	Ore mining & dressing*
	409	Sugar processing		441	Dental office
	410	Textile mills		442	Transportation equipment cleaning
	411	Cement manufacturing		443	Paving & roofing materials (tars & asphalt)
	412	Concentrated animal feeding operations (CAFO)		444	Waste combustors
	413	Electroplating		445	Landfills*
	414	Organic chemicals, plastics & synthetic fibers (OCPSF)		446	Paint formulating
	415	Inorganic chemicals manufacturing		447	Ink formulating
	417	Soap & detergent manufacturing		449	Airport deicing
	418	Fertilizer manufacturing		450	Construction & development
	419	Petroleum refining		451	Concentrated aquatic animal production (aquaculture)
	420	Iron & steel manufacturing		454	Gum & wood chemicals manufacturing*
	421	Nonferrous metals manufacturing		455	Pesticide chemicals
	422	Phosphate manufacturing*		457	Explosives manufacturing*
	423	Steam electric power generating		458	Carbon black manufacturing
	424	Ferroalloy manufacturing		459	Photographic processing*
	425	Leather tanning & finishing		460	Hospitals*
	426	Glass manufacturing		461	Battery manufacturing
	427	Asbestos manufacturing		463	Plastics molding & forming
	428	Rubber manufacturing		464	Metal molding & casting (foundries)
	429	Timber products processing		465	Coil coating
	430	Pulp, paper, & paperboard		466	Porcelain enameling
	432	Meat & poultry products*		467	Aluminum forming
	433	Metal finishing		468	Copper forming
	434	Coal mining*		469	Electrical & electronic components
	435	Oil & gas extraction		471	Nonferrous metals forming & metal powders
	436	Mineral mining & processing*			

*No pretreatment standards for existing or new sources

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4. Is personal protective equipment (PPE) is needed for site visitors? YES NO

If yes, check all that apply:

- | | | |
|------------------------------------------|------------------------------------|------------------------------------|
| <input type="checkbox"/> Safety glasses | <input type="checkbox"/> Hard hat | <input type="checkbox"/> Other(s): |
| <input type="checkbox"/> Safety vest | <input type="checkbox"/> Ear Plugs | _____ |
| <input type="checkbox"/> Steel-toe shoes | <input type="checkbox"/> Gloves | _____ |

5. Does the facility have other environmental permits? YES NO

If yes, complete the table below for permits held by the facility:

Permit Type	Permit Number	Expiration Date (MM/DD/YYYY)
Air Contaminant Discharge		
Individual Industrial NPDES		
1200Z Industrial Stormwater Discharge		
Hazardous Waste (RCRA) Generator status: <input type="checkbox"/> LQG <input type="checkbox"/> SQG		
Other (describe):		
Other (describe):		

6. Are there active environmental cleanups of soil or groundwater on site? YES NO

If yes, describe: _____

7. Attachment A: Site Map/Building Layout/Floor Plan

- The Site Map/Building Layout/Floor Plan is attached.

The Site Map/Building Layout/Floor Plan must include perimeter of the facility's site, building locations, parking lot locations, entrances and exits, safety information, general locations of main office, restrooms, production areas, waste locations, chemical storage locations, pretreatment system location, and any other pertinent information.

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SECTION D: PRODUCTION INFORMATION

1. Enter the days and times the main office is open and the days and hours of production. Enter shift information under the different shift types and the average number of employees for that shift. Indicate whether there is process wastewater discharge and if so, if that discharge is continuous or by batch. Last, enter the total number of employees working per day.

Office Days & Hours:				Production Days & Hours:		
Shift Type	Days	Start Time	End Time	Avg # of Employees	Wastewater discharge? Y/N	Continuous, Intermittent, or Batch?
Day						
Swing						
Night						
Other:						
Total:						

2. Indicate which months have heavier production/increase in wastewater discharge:

3. Are there any scheduled shutdowns/periods of no wastewater discharge? Yes No

If yes, describe: _____

4. Raw materials used and stored on site:

Raw Material description	Stored on site		Amount processed per day	
	Avg lbs	Max lbs	Avg lbs	Max lbs

Attach separate list, if needed.

Final product description	Amount produced each day		Amount stored on site	
	Avg lbs	Max lbs	Avg lbs	Max lbs

Attach separate list, if needed.



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5. Describe the production process(es):

7. Attachment B: Production Process Diagram

The Production Process Diagram is attached.

The production process diagram must include all individual production processes, flow, where wastewater is generated, where wastewater is discharged (if applicable), any wastes generated and from which processes, and which chemicals are used in the process and where they are input into the system.

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SECTION E: WATER USAGE INFORMATION

1. What is the source of the incoming water used at the facility?

- Portland Water Bureau (PWB)
 Private well(s)
 Surface water
 Other (describe): _____

Enter all water service account numbers associated for the facility:

1)	2)	3)	4)
----	----	----	----

2. If well water is pulled for use, complete the following:

- | | |
|--------------------------------------|-----------------------------------------------|
| a. How many wells on site? _____ | d. Maximum daily use (gpd): _____ |
| b. How many are actively used? _____ | e. Where is it discharged after use?
_____ |
| c. Average daily use (gpd): _____ | |

3. If surface water is pulled for use, complete the following:

- | | |
|-----------------------------------|-----------------------------------------------|
| a. Permit number: _____ | e. Where is it discharged after use?
_____ |
| b. Expiration date: _____ | f. Attach copy of permit |
| c. Average daily use (gpd): _____ | |
| d. Maximum daily use (gpd): _____ | |

3. What is the incoming water used for? Check all that apply and list the average gallons per day used for that source:

x	Use	Avg gpd used	x	Use	Avg gpd used
	Air compressor (water-cooled)			Domestic (e.g., hand sinks, toilets, showers)	
	Boiler			Irrigation	
	Contact cooling water			Non-contact cooling water	
	Contained in product			Production process	
	Cooling tower			Wash water	
	Other (describe):			Other (describe):	
	Other (describe):			Other (describe):	

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SECTION F: WASTEWATER INFORMATION

1. What are all the sources of wastewater? Check all that apply and list the average gallons per day discharged for that source:

x	Use	Avg gpd	x	Use	Avg gpd
	Boiler blowdown			Domestic (e.g., hand sinks, toilets, showers)	
	Condensate			Non-contact cooling water	
	Contact cooling water			Production process wastewater	
	Contaminated stormwater			Wash water	
	Cooling tower blowdown			Other (describe):	

2. If applicable, describe how process wastewater is generated.

3. If applicable, describe how wash water is generated.

4. What is the area (ft³) of contaminated stormwater that is discharged to the combined or sanitary sewer system? _____

5. Complete the following table for all pollutants present or may be present in industrial wastewater discharges.

Pollutant	Check if present or may be present	If metals or organics, please specify	In which wastestream source(s)?
Ammonia			
Biochemical Oxygen Demand (>300mg/L)			
Cyanide (amenable and/or total)			
Metals			
Oil and Grease (nonpolar and/or polar)			



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Pollutant	Check if present or may be present	If metals or organics, please specify	In which wastestream source(s)?
Organics (semi-volatile and/or volatile)			
PCBs			
per- and poly-fluoroalkyl substances (PFAS)			
pH(high or low)			
Radioactive substances			
Solids (>1/4")			
Temperature (>149°F)			
Total Dissolved Solids			
Total Suspended Solids (>350 mg/L)			
Other:			
Other:			
Other:			
Other:			

6. **Average** daily process wastewater discharge flow: _____ gpd

Measured or estimated? _____

7. **Maximum** daily process wastewater discharge flow: _____ gpd

Measured or estimated? _____

8. Add description of how flow is measured or estimated (include calculations, if applicable):

9. Is the wastewater discharged continuously or in batches? _____

Indicate the average days and times of discharge: _____

Describe the wastewater flow to the best of your ability (e.g., the facility discharges by batch 1x per week for 4 hours with total volume of 10,000 gal, on average):

If discharge is rain-dependent, please describe: _____



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10. Attachment C: Wastewater Flow Diagram

- The Wastewater Flow Diagram is attached, **OR**
- N/A – the facility does not discharge process wastewater

The wastewater flow diagram details all sewer lines and connections, manholes, trenches and other drains, sampling locations, directions of wastewater flows, bypass lines, and recirculation lines.

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SECTION G: WASTEWATER TREATMENT INFORMATION

1. What type of wastewater treatment is the facility using to ensure wastewater meets City of Portland discharge standards? Check all that apply:

- | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> evaporation
<input type="checkbox"/> hauling process wastewater off site
<input type="checkbox"/> metals (<i>e.g., chemical addition/precipitation</i>)
<input type="checkbox"/> oil and grease - chemical (<i>e.g., dissolved air flotation unit</i>)
<input type="checkbox"/> oil and grease - physical (<i>e.g., oil-water separation</i>) | <input type="checkbox"/> organics-biological (<i>e.g., bioreactor</i>)
<input type="checkbox"/> organics – other (<i>e.g., air stripping</i>)
<input type="checkbox"/> pH adjustment
<input type="checkbox"/> solids/physical (<i>e.g., screening</i>)
<input type="checkbox"/> other(s): _____
<input type="checkbox"/> N/A – the facility does not discharge process wastewater |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

2. Describe BMPs utilized in addition to treatment to meet pretreatment standards:

3. List the chemicals used for treatment, including their concentrations and purpose.

Treatment Chemical	Concentration (%)	Purpose

4. What is the design capacity, in gallons per day (gpd), of the treatment system? _____

5. Are there any flow meters on the treatment system? YES NO

If yes, describe: _____

6. Are there any continuous recording devices on the treatment system? YES NO

If yes, describe: _____

7. Is there an Operation and Maintenance Plan (O&M Plan) on file with the City? YES NO

8. Is there an operator and backup operator of the treatment system? YES NO

If no, explain: _____



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9. Is the current treatment system able to achieve compliance with the current permit, City Code, and associated administrative rules?

Yes No

If no, what changes in the pretreatment system are being made or planned to be made to achieve compliance?

10. Attachment D: Pretreatment System Diagram

- The Pretreatment System Diagram is attached, **OR**
 N/A – the facility does not discharge process wastewater

The pretreatment system diagram must include, if present: treatment devices, pipes, flow directions, chemical injection locations, solids removal, continuous monitoring equipment, sampling locations, and any bypass or recirculation lines.

SECTION H: MONITORING INFORMATION

1. Is there a monitoring access structure (MAS) for City sampling on site? YES NO

For more information on the MAS Rule: <https://www.portland.gov/policies/environment-built/sewer-stormwater-erosion-control/enb-435-administrative-rules-monitoring>

2. Describe the sample location(s): _____

3. Describe any other monitoring locations: _____

If you monitor any pollutants continuously, describe the location of the continuous meter.

4. Do you have an active monitoring waiver for any pollutants? YES NO

If yes, which pollutants? _____

5. Is split sampling of City sampling being performed? YES NO

6. Is compliance with the current IWDP, City Code, and associated administrative rules being achieved on a consistent basis?

Yes, compliance is consistent, and the facility has not received any enforcement actions within the last two years.

No, compliance is inconsistent, and the facility has received any enforcement actions within the last two years.

If no, answer the following questions in a separate attachment to this application.

a. What changes in operation and maintenance activities or pretreatment equipment have been made to achieve compliance?

b. What additional changes in operations and maintenance and/or pretreatment equipment are needed to achieve compliance?

This is a new facility with no monitoring results. Pretreatment systems have been/will be installed to ensure wastewater discharges will meet permit limits and standards.

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7. Describe access instructions for City sampling events (e.g., use passcode 12345 on sampling shed door to access the point of compliance):

8. If a flow meter is present, is it located at the monitoring location (point of compliance):

YES NO

9. Attachment F: Photo(s) of Sampling Location(s)

Photo(s) of Sampling Location(s) is attached, **OR**

N/A – The facility does not discharge process wastewater and so no monitoring point is required

SECTION I: WASTE INFORMATION

1. Are any wastes or byproducts generated from the production process? YES NO

If yes, complete the table below:

Waste Description	Reused, recycled, or disposed?	On site or off site? If off-site, which waste hauler?	Yearly average (gallons, yards, or pounds)

Attach a separate document if necessary.

2. Are any wastes or byproducts generated from the treatment system? YES NO

If yes, complete the table below:

Waste Description	Reused, recycled, or disposed?	On site or off site? If off-site, which waste hauler?	Yearly average (gallons, yards, or pounds)

Attach a separate document if necessary.

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3. Are any wastes disposed to the sewer? YES NO

If yes:

For Hazardous waste complete Section L: RCRA Hazardous Waste Disposal Notification Form

For other wastes, please describe: _____

4. Attachment E: OR State Fire Marshal Report

The most recent OR State Fire Marshal Report is attached, **OR**

N/A – The facility does not submit a OR State Fire Marshal Report

SECTION J: SUBMETER INFORMATION

1. Is the facility currently participating in the Submeter Program? YES NO

If no, skip the rest of this section.

2. Type of meter: charge credit

3. Where are they located? Describe: _____

4. What are they measuring? Describe: _____

For more information on the Submeter Program: <https://www.portlandoregon.gov/bes/80962>

SECTION K(1): CATEGORICAL INDUSTRIAL USERS

If you checked one or more of the industries in Section A Question 3, complete this section. If no, skip this section and Section K(2).

1. When did the categorical production begin (MM/DD/YYYY)? __/__/____

2. Are there any dilutional wastestreams that comingle with the categorical wastestreams prior to discharge to the combined or sanitary sewer system?

 YES NO Unknown

If yes, which dilutional wastestreams? _____

3. Are the categorical wastestreams monitored at the end of the categorical process “end of process” or after it comingles with other noncategorical wastestreams “end of pipe”?

 End of process End of pipe
 Unknown N/A; this application is for new permit

4. Is the facility currently in a compliance schedule to meet local, state, and/or federal rules?

 YES NO

5. Have you submitted a Toxic Organic Management Plan to the City?

 YES NO N/A

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SECTION K(2): BASELINE MONITORING REPORT

ONLY NEW CATEGORICAL INDUSTRIES TO COMPLETE THIS SECTION

A baseline monitoring report (BMR) due must be submitted within 180 days after the effective date of a categorical Pretreatment Standard, or 180 days after the final administrative decision made upon a category determination submission under 40 CFR 403.6(a)(4), whichever is later.

1. Complete the following table:

Facility Name		Operator Name or Owner			
Facility Address		Business Description			
SIC Code(s)					

2. Analyze for all the pollutants in the following table. A minimum of one representative sample to compile that data necessary to comply with the BMR requirements. Sampling and analysis shall be performed in accordance with the techniques prescribed in 40 CFR 136. Samples should be taken immediately downstream of a pretreatment system if it exists or immediately downstream from the regulated process if no pretreatment exists. If other wastestreams are mixed with the regulated wastewater prior to pretreatment, the facility should measure the flows and concentrations necessary to allow use of the combined wastestream formula (40 CFR 403.6(e)) in order to evaluate compliance with the Pretreatment Standards.

Date	Time	Pollutant	Analysis Method	Sample Type (grab/composite)	Result (mg/L)	Avg Result (mg/L) *	Max Result (mg/L) *



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Date	Time	Pollutant	Analysis Method	Sample Type (grab/composite)	Result (mg/L)	Avg Result (mg/L) *	Max Result (mg/L) *

*Provide the average and maximum concentrations if multiple samples were collected and analyzed.

3. Describe sample location: _____

4. Certification and Signature

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

Printed Name

Title

Signature of Authorized Signatory

Date

SECTION L: HAZARDOUS WASTE REPORTING REQUIREMENT

The Oregon Department of Environmental Quality (DEQ) and federal regulations (40 CFR 403.8(f)(2)(iii)), require that The City of Portland (“City”) notify industries who discharge wastewater to the public sewer system of Resource Conservation and Recovery Act (RCRA) hazardous waste reporting requirements. A summary of the notification requirement follows:

Who Must Notify:

All non-domestic users whose wastewater is treated at the City’s treatment facilities and that discharge listed or characteristic RCRA hazardous waste to the Publicly Owned Treatment Works (POTW) (except as described below) must notify the City and other regulatory agencies. RCRA listed and characteristic wastes are described in 40 CFR Part 261.

Wastes Covered by the Notification:

- Any discharge to the POTW of more than 15 kilograms (kg) (33 lb.) per calendar month of a RCRA hazardous waste, or a discharge of **any** quantity of an acutely hazardous waste identified in 40 CFR 261.30(d) and 261.33(e), must be reported as a **one-time** notification.
- A discharge to the POTW of 15 kg (33 lb.) or less per calendar month of a RCRA hazardous waste need **not** be reported, **except** for acutely hazardous waste identified in 40 CFR 261.30(d) and 261.33(e).
- A subsequent discharge of more than 15 kg (33 lb.) per calendar month, or of any quantity of an acutely hazardous waste, must be reported as a **one-time** notification.

Pollutants already reported under reporting requirements for categorical industrial users in baseline monitoring, final and periodic compliance reports are not subject to this notification requirement.

When the Notification Must be Submitted:

- No later than 180 days after the discharge of the listed or characteristic hazardous waste
- In the case of any new regulations under Section 3001 of RCRA identifying additional characteristics of hazardous waste or listing any additional substance as a hazardous waste, you must notify the City of Portland, State of Oregon, and the EPA of the discharge of such substance within 90 days of the effective date of such regulations
- The notification need be submitted only once for each hazardous waste discharged, except when there will be a substantial change in the volume or character of the hazardous waste discharged (generally because of a planned change in your facility operations). In this case, you must notify the City in advance of the discharge.

How to Count the Volume of Hazardous Waste Discharged:

If a hazardous waste is mixed with a non-hazardous process or non-process waste stream and the entire mixture is then discharged to the sewer, the volume of the entire waste stream containing hazardous waste is considered hazardous according to the RCRA "mixture rule" in 40 CFR 261.3(a)(2)(iii). The effect of this rule is summarized as follows:

- **Characteristic Wastes:** These wastes are classified as hazardous because they exhibit one of the hazardous characteristics identified in 40 CFR 261.20 – 40 CFR 261.24 (i.e., they are ignitable, corrosive, reactive, or toxic). If these wastes are mixed with non-hazardous materials and the mixture is then discharged to the sewer, the notification must be submitted only if the **entire mixture actually discharged** is more than 15 kg (33 lb.) per calendar month and if the entire mixture discharged still exhibits the characteristic(s).
- **Listed Wastes:** These are wastes that are classified as hazardous pursuant to being listed in 40 CFR 261.30 – 40 CFR 261.33. If these listed wastes are mixed with non-hazardous materials and then discharged to the sewer, the entire waste stream is considered hazardous and a notification must be submitted. Thus, only if the entire waste stream containing the hazardous waste amounted to 15 kg (33 lb.) or less per calendar month, would the above exemption apply.
- **Questionable Wastes:** If you have any doubt about whether a mixture discharged to the sewer is hazardous, or if you do not wish to perform any calculations which may be necessary under the mixture rule (cf., 40 CFR 261.3(a)(2)(iii)) you should submit the one-time notification.

Notification Must be Sent to:

- The City of Portland;
- Oregon DEQ Hazardous Waste Program, **and**;
- The EPA Regional Waste Management Division Director.

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HAZARDOUS WASTE REPORTING FORM

Complete and submit the following form to comply with the RCRA hazardous waste notification requirement.

GENERATOR INFORMATION:

Name:		Phone:	
Company:		Email:	
Address:		City, State Zip:	

HAZARDOUS WASTE INFORMATION:

Waste Name	EPA Hazardous Waste #	Type of Discharge (Pick one)
Initial if N/A:		

If more than **100 kilograms** (220 lbs) of any hazardous waste per calendar month is discharged to the sewer, please include the following items of information for each hazardous waste, to the extent such information is known and readily available:

Waste Name	Hazardous Constituent	Mass in Wastestream (this month, lbs)	Concentration in Wastestream (this month, mg/L)
Initial if N/A:			

I certify that I have a program in place to reduce the volume and toxicity of hazardous wastes generated to the degree I have determined to be economically practical.

Printed Name:		Signature:		Date:	
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MAIL TO:

The notification must be submitted in writing for any discharge into the City's POTW of any substance, which, if otherwise disposed of, would be a hazardous waste under 40 CFR Part 261.

City of Portland	OR DEQ	US EPA
Industrial Permitting Section Water Pollution Control Lab 6543 N Burlington Ave Portland, OR 97203	Oregon DEQ Manager Haz. Waste Policy & Program Development Department of Environmental Quality 700 NW Multnomah St. Suite # 600 Portland, OR 97232	USEPA Region 10 Director Office of Air, Waste & Toxics USEPA Region 10 AWT-127 1200 6th Avenue Seattle, WA 98102

Industrial Wastewater Discharge Permit Application

SECTION M: CHECKLIST, CERTIFICATION, & SIGNATURE

All following items must be submitted for the application to be completed:

- Completed application
- Attachment A: Site Map/Building Layout/Floor Plan
- Attachment B: Production Process Diagram
- Attachment C: Wastewater Flow Diagram **OR** N/A
- Attachment D: Pretreatment System Diagram **OR** N/A
- Attachment E: Oregon State Fire Marshal Report **OR** N/A
- Attachment F: Photo(s) of sampling location(s) **OR** N/A

Add all attachments after this Section, not within this application.

NOTE: The City may request revision or additional information, data, diagrams, or photos to evaluate this application or write the permit.

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

Printed Name	Title
Signature of Authorized Signatory	Date

**Keep a copy for your records.
Mail the original signed copy to:**

Industrial Permitting Section
Water Pollution Control Lab
6543 N Burlington Ave
Portland, OR 97203

You may also email a copy of the application to your assigned Permit Manager or the Permit Writer at IndustrialPermitting@portlandoregon.gov.