



ENVIRONMENTAL SERVICES
CITY OF PORTLAND

working for clean rivers



Industrial Permitting Section

Environmental Services Water Pollution Control Laboratory
6543 N Burlington Ave. | Portland, OR 97203-5452
503-823-5600 | IndustrialPermitting@portlandoregon.gov

Industrial Wastewater Discharge Permit Application

Instructions

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

Check below if this is a new or renewal application.

New permit. New permit applications must be returned within 90 days. Contact the Permit Writer at **IndustrialPermitting@portlandoregon.gov** for questions regarding this application or process.

Renewal. For renewals, the application must be submitted 90 days prior to the expiration date of the current permit. Contact your assigned Permit Manager with 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 Bureau of Environmental Services Pretreatment Program

Phone: 503-823-5600

Email: IndustrialPermitting@portlandoregon.gov

Web: portland.gov/bes/pretreatment-permit

Environmental Protection Agency National Pretreatment Program

Web: epa.gov/npdcs/national-pretreatment-program

Confidential Information

To make a claim of confidentiality for information contained in this application, clearly label any such information as "Confidential Business Information." The claim of confidentiality will create a presumption of confidentiality, subject to verification by the City.

Chapter 40 of the Code of Federal Regulations (CFR) part 2(B) governs confidentiality of business claims.

Effluent data cannot be classified as confidential.



The City of Portland Bureau of Environmental Services is committed to providing meaningful access. To request translation, interpretation, modifications, accommodations, or other auxiliary aids, call 503-823-7740 or Oregon Relay Service 711.

Traducción o interpretación | Chiakun mak me chiakun fos | Chuyển Ngữ hoặc Phiên Dịch | 翻译或传译 | 翻訳または通訳 |
Письменный или устный перевод | Traducere sau Interpretare | Письмовий або усний переклад | Turjumida ama Fasiraadda
الترجمة التحريرية أو الشفهية | ການແປພາສາ ຫຼື ການອະທິບາຍ | अनुवाद तथा दोभाषे सेवा | **Translation or Interpretation: 503-823-7740**

City of Portland Bureau of Environmental Services Industrial Wastewater Discharge Permit Application

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Application Definitions

Authorized Representative:

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: The controlled discharge of a discrete, contained volume of wastewater.

Best Management Practices (BMPs): 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: 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: A sewer designed to convey both sanitary sewage and stormwater.

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

Domestic Wastewater: Any water that contains only domestic waste.

Industrial User: Any person who discharges industrial or commercial wastewater to the City sewer system.

Industrial Wastewater: 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): Clean Water Act (40 CFR Part 122) regulations that require dischargers to control and reduce pollutants in discharges to waters of the United States

Point of Compliance: 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: 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: 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](http://portland.gov/code/17/34/020) (portland.gov/code/17/34/020) and [ENB 4.03](http://portland.gov/enb4-03) (portland.gov/enb4-03).

SECTION A. FACILITY INFORMATION

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.

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

Authorized Signatory: Requires Authorized Signatory Form on file signed by Responsible Corporate Officer (e.g., President, CEO, or Owner)		
An Authorized Signatory Form has been submitted to the City for the Signatory Authority and backup. Yes No Unknown		
Name:	Title:	Pronouns:
Phone:	Mobile:	Email:
Contact is a consultant? No Yes – Name firm:		
Responsible Corporate Officer or Business Owner(s)		
Name:	Title:	Pronouns:
Phone:	Mobile:	Email:
Contact is a consultant? No Yes – Name firm:		
Emergency Contact: Must be available 24 hours in case of urgent situations		
Name:	Title:	Pronouns:
Phone:	Mobile:	Email:
Contact is a consultant? No Yes – Name firm:		
Billing Contact: Recipient of all fees and charges and must be located at the billing address listed in Section A		
Name:	Title:	Pronouns:
Phone:	Mobile:	Email:
Contact is a consultant? No Yes – Name firm:		
Field Contact: Must be available during the daytime hours for City staff to address issues during sampling events		
Name:	Title:	Pronouns:
Phone:	Mobile:	Email:
Contact is a consultant? No Yes – Name firm:		
Backup Authorized Signatory (if available): Also requires Authorized Signatory Form on file		
Name:	Title:	Pronouns:
Phone:	Mobile:	Email:
Contact is a consultant? No Yes – Name firm:		

SECTION C: GENERAL INFORMATION

Business start date

Describe all operations of the facility.

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

Yes – If yes, check applicable operations in list below.

No – If no, skip to next question and skip Section K.

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

*No pretreatment standards for existing or new sources

SECTION C: GENERAL INFORMATION (continued)

Is personal protective equipment (PPE) is needed for site visitors? Yes No

If yes, check all that apply:

Safety glasses	Hard hat	Other:
Safety vest	Ear Plugs	
Steel-toe shoes	Gloves	

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: LQG SQG		
Other (describe):		
Other (describe):		

Are there active environmental cleanups of soil or groundwater on site? Yes No

If yes, describe:

Attachment 1: Site Map/Building Layout/Floor Plan

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.

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

This completes Section C.

SECTION D: PRODUCTION INFORMATION

Provide production schedule information. 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 and Hours <input type="checkbox"/> Sun <input type="checkbox"/> Mon <input type="checkbox"/> Tue <input type="checkbox"/> Wed <input type="checkbox"/> Thu <input type="checkbox"/> Fri <input type="checkbox"/> Sat	Start Time:	End Time:	Average number of employees:
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------	------------------	-------------------------------------

Production Days and Hours	Start Time	End Time	Average number of employees	Wastewater discharge? yes/no Type? C=continuous, B=batch, or Int=intermittent		
Day Shift <input type="checkbox"/> Sun <input type="checkbox"/> Mon <input type="checkbox"/> Tue <input type="checkbox"/> Wed <input type="checkbox"/> Thu <input type="checkbox"/> Fri <input type="checkbox"/> Sat				Yes	No	<input type="checkbox"/> C <input type="checkbox"/> B <input type="checkbox"/> Int
Swing Shift <input type="checkbox"/> Sun <input type="checkbox"/> Mon <input type="checkbox"/> Tue <input type="checkbox"/> Wed <input type="checkbox"/> Thu <input type="checkbox"/> Fri <input type="checkbox"/> Sat				Yes	No	<input type="checkbox"/> C <input type="checkbox"/> B <input type="checkbox"/> Int
Night Shift <input type="checkbox"/> Sun <input type="checkbox"/> Mon <input type="checkbox"/> Tue <input type="checkbox"/> Wed <input type="checkbox"/> Thu <input type="checkbox"/> Fri <input type="checkbox"/> Sat				Yes	No	<input type="checkbox"/> C <input type="checkbox"/> B <input type="checkbox"/> Int
Other <input type="checkbox"/> Sun <input type="checkbox"/> Mon <input type="checkbox"/> Tue <input type="checkbox"/> Wed <input type="checkbox"/> Thu <input type="checkbox"/> Fri <input type="checkbox"/> Sat				Yes	No	<input type="checkbox"/> C <input type="checkbox"/> B <input type="checkbox"/> Int

Indicate any months which have heavier production or increase in wastewater discharge?

- | | |
|-----------------------------------|------------------------------------|
| <input type="checkbox"/> January | <input type="checkbox"/> July |
| <input type="checkbox"/> February | <input type="checkbox"/> August |
| <input type="checkbox"/> March | <input type="checkbox"/> September |
| <input type="checkbox"/> April | <input type="checkbox"/> October |
| <input type="checkbox"/> May | <input type="checkbox"/> November |
| <input type="checkbox"/> June | <input type="checkbox"/> December |

Are there any scheduled shutdowns or periods without wastewater discharge? Yes No

If yes, describe:

Materials and Product Used and Stored on Site (Attach separate list, if needed.)

Raw Materials Used and Stored on Site	Stored on site		Amount processed per day	
	Avg lbs	Max lbs	Avg lbs	Max lbs

Final Product Description	Amount produced each day		Amount stored on site	
	Avg lbs	Max lbs	Avg lbs	Max lbs

Describe the production process(es):

Attachment 2: Production Process Diagram

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.

The Production Process Diagram is attached.

This completes Section D.

SECTION E: WATER USAGE INFORMATION

Incoming Water and Uses

What is the source of the incoming water used at the facility? Check all that apply.

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

Enter all water service account numbers associated with the facility.

Account Number: _____
Account Number: _____
Account Number: _____
Account Number: _____

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

- How many wells on site? _____
- How many are actively used? _____
- Average daily use (gpd): _____
- Maximum daily use (gpd): _____
- Where is it discharged after use?

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

- Permit number: _____
- Expiration date: _____
- Average daily use (gpd): _____
- Maximum daily use (gpd): _____
- Where is it discharged after use?

Copy of permit attached.

What is the incoming water used for?

Check all that apply and list the average gallons per day (gpd) used for that source.

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

This completes Section E.

SECTION F: WASTEWATER INFORMATION

Identify all sources of wastewater.

Check all that apply and list the average gallons per day (gpd) discharged from that source:

Production process wastewater _____ gpd

Boiler blowdown _____ gpd

Condensate _____ gpd

Contact cooling water _____ gpd

Cooling tower blowdown _____ gpd

Domestic (e.g., hand sinks, toilets, showers) _____ gpd

Non-contact cooling water _____ gpd

Contaminated stormwater _____ gpd

Wash water _____ gpd

Other – Describe: _____ Avg gpd: _____

Other – Describe: _____ Avg gpd: _____

Other – Describe: _____ Avg gpd: _____

Other – Describe: _____ Avg gpd: _____

Production Process Wastewater Details

Describe how process wastewater is generated.

Average daily discharge flow: _____ gpd
Measured Estimated

Maximum daily discharge flow: _____ gpd
Measured Estimated

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

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

Describe how wash water is generated.

SECTION F: WASTEWATER INFORMATION (continued)

Explain wastewater flow.

Wastewater is discharged: **Continuously** **In batches*** **Intermittent**

Provide days and times of discharge.

Day	<input type="checkbox"/> Sun	<input type="checkbox"/> Mon	<input type="checkbox"/> Tue	<input type="checkbox"/> Wed	<input type="checkbox"/> Thu	<input type="checkbox"/> Fri	<input type="checkbox"/> Sat	<input type="checkbox"/> Other:
Time Range								

<p>Describe the wastewater flow to the best of your ability.</p> <p>For example: The facility discharges by batch 1x per week for 4 hours with total volume of 10,000 gal, on average.</p>	<p>Is discharge rain-dependent? Yes No</p> <p>If yes, describe:</p>
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Attachment 3: Wastewater Flow Diagram is attached.

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.

This facility does not discharge process wastewater .

Identify pollutants. Identify which pollutants are or may be present in wastewater discharges, specify if metals or organics, indicate which wastestream source(s).

	Metals	Organics	Wastestream Source(s)
Ammonia	_____	_____	_____
Biochemical Oxygen Demand (>300mg/L)	_____	_____	_____
Cyanide (amenable and/or total)	_____	_____	_____
Metals	_____	_____	_____
Oil and Grease (nonpolar and/or polar)	_____	_____	_____
Organics (semi-volatile and/or volatile)	_____	_____	_____
PCBs	_____	_____	_____
per- and poly-fluoroalkyl substances (PFAS) including fluorinated surfactants and organic fluorosulfonates	_____	_____	_____
pH (high or low)	_____	_____	_____
Radioactive substances	_____	_____	_____
Solids (>1/4 inch)	_____	_____	_____
Temperature (>149°F)	_____	_____	_____
Total Dissolved Solids	_____	_____	_____
Total Suspended Solids (>350 mg/L)	_____	_____	_____
Other: _____	_____	_____	_____
Other: _____	_____	_____	_____

If more space is needed, please attach a separate sheet of paper.

This completes Section F.

SECTION G: WASTEWATER TREATMENT INFORMATION

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

- Evaporation
- Hauling process wastewater off site
- Metals (e.g., chemical addition/precipitation)
- Oil and grease – chemical (e.g., dissolved air flotation)
- Oil and grease – physical (e.g., oil-water separation)
- Organics – biological (e.g., bioreactor)
- Organics – other (e.g., air stripping)
- pH adjustment
- Solids/physical (e.g., screening)
- Other(s): _____
- Not applicable. The facility does not discharge process wastewater

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

Identify chemicals used for treatment.

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

Treatment Chemical	Concentration (%)	Purpose

What is the design capacity in gallons per day of the treatment system?

_____ gpd

Are there any flow meters on the treatment system?	Yes	No
If yes, describe:		
Are there any continuous recording devices on the treatment system?	Yes	No
If yes, describe:		
Is an Operation and Maintenance Plan (O&M Plan) on file with City?	Yes	No
Is there an operator and backup operator of the treatment system?	Yes	No
If no, explain:		

SECTION G: WASTEWATER TREATMENT INFORMATION (continued)

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

Yes

Not applicable. This facility doesn't have a pretreatment system

No. If no, what changes are being made or planned for the pretreatment system in order to achieve compliance?

Attachment 4: Pretreatment System Diagram

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.

The Pretreatment System Diagram is attached.

Not applicable. This facility does not discharge process wastewater.

This completes Section G.

SECTION H: MONITORING INFORMATION

Monitoring Access Structures: For more information on the City's Administrative Rules regarding monitoring access structures, visit portland.gov/bes/enb4-35.

Is there a monitoring access structure (MAS) for City sampling on site? Yes No

If yes, describe the sample location(s):

Describe any other monitoring locations:

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

Do you have an active monitoring waiver for any pollutants? Yes No

If yes, which pollutants?

If yes, is there a split sampling form on file with the City? Yes No

Describe access instructions for City sampling events.

For example: Use passcode 12345 on sampling shed door to access the point of compliance

If a flow meter is present, is it located at the monitoring location (point of compliance)? Yes No

Attachment 5: Photo(s) of Sampling Location(s)

Photo(s) of Sampling Location(s) is attached.

Not applicable. The facility does not discharge process wastewater. No monitoring point is required.

SECTION H: MONITORING INFORMATION (continued)

Compliance

Is compliance with the current Industrial Wastewater Discharge Permit, City Code, and associated administrative rules being achieved on a consistent basis? Select one.

Yes. Compliance is consistent, and the facility has not received any enforcement actions within the last two years. If yes, Section H is complete.

New facility. 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. If this is a new facility, then Section H is complete.

No. Compliance is inconsistent, and the facility has received enforcement actions within the last two years. Continue with questions below. Proceed with the questions below.

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

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

This completes Section H.

SECTION I: WASTE INFORMATION

Are any wastes or byproducts generated from the production process? Yes No

If yes, complete the table below:

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

Attach a separate document if necessary.

Are any wastes or byproducts generated from the treatment system? Yes No

If yes, complete the table below:

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

Attach a separate document if necessary.

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:

Attachment 6: Oregon State Fire Marshal Report

The most recent Oregon State Fire Marshal Report is attached.

Not applicable. The facility does not submit an Oregon State Fire Marshal Report.

This completes Section I.

SECTION J: SUBMETER INFORMATION

Does the facility currently participate in the Environmental Services Submeter Program? Yes No

If yes:

What type of meter? Charge Credit

Where are they located? Describe:

What are they measuring? Describe:

For more information on the Submeter Program, visit portland.gov/bes/submeter.

This completes Section J.

SECTION K(1): CATEGORICAL INDUSTRIAL USERS

If no industries were selected in Section C, Question 3, this section is not applicable. Confirm and proceed to Section L.

I certify that no 40 CFR 405-471 operations are performed at this facility. Initial: _____

Applicants who checked one or more of the industries in Section C, Question 3 must complete this section.

When did the categorical production begin (MM/DD/YYYY)?

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?

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 Not applicable. This application is for new permit.

Is the facility currently in a compliance schedule to meet local, state, and/or federal rules? Yes No

Have you submitted a Toxic Organic Management Plan to the City? Yes No Not applicable

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.

Facility Name:	Operator Name or Owner:
Facility Address:	Mailing Address:
Business Description:	Billing Address (if different):
	SIC Code(s):

SECTION K(2): BASELINE MONITORING REPORT (continued)

Analyze for all the pollutants in the following table. A minimum of one representative sample to compile that data necessary to comply with the Baseline Monitoring Report 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)	Avg Result (mg/L)	Max Result (mg/L)
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
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_____	_____	_____	_____	_____	_____	_____

Describe sample location:

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.

Print Name

Title

Signature of Authorized Signatory

Date

This completes Section K.

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.

Required Notification Recipients

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

Hazardous Waste Reporting Form

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

Generator Information

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

Hazardous Waste Information

Not applicable. Initial _____

Waste Name	EPA Hazardous Waste #	Type of Discharge (Pick one)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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.

Not applicable. Initial _____

Waste Name	EPA Hazardous Waste #	Type of Discharge (Pick one)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Certification and Signature

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.

Print Name

Signature

Date

Mail Completed Form. This notification form 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 Environmental Services
Industrial Permitting Section
Water Pollution Control Lab
6543 N Burlington Ave., Portland, OR 97203

Oregon Department of Environmental Quality
Oregon DEQ Manager
Haz. Waste Policy & Program Development
Department of Environmental Quality
700 NW Multnomah St. Ste. 600, Portland, OR 97232

U.S. Environmental Protection Agency
USEPA Region 10 Director
Office of Air, Waste & Toxics, USEPA Region 10 AWT-127
1200 6th Ave., Seattle, WA 98102

This completes Section L.

SECTION M: CHECKLIST, CERTIFICATION, AND SIGNATURE

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

- Completed application
- Attachment 1: Site Map/Building Layout/Floor Plan
- Attachment 2: Production Process Diagram
- Attachment 3: Wastewater Flow Diagram Not applicable
- Attachment 4: Pretreatment System Diagram Not applicable
- Attachment 5: Photo(s) of sampling location(s) Not applicable
- Attachment 6: Oregon State Fire Marshal Report Not applicable

Add all attachments after this Section and not within your application.

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

Certification and Signature

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.

Print 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.