

SOUTH VALLEY SEWER DISTRICT

Pretreatment Rules and Regulations



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SECTION 1
INDUSTRIAL PRETREATMENT PROGRAM INTRODUCTION

1.1 INTRODUCTION

The General Pretreatment Regulations as promulgated by US Environmental Protection Agency (EPA) in Title 40 of the Code of Federal Regulations (CFR) Part 403, as amended, require that South Valley Sewer District (SVSD) develop and implement an Industrial Pretreatment Program (IPP). The objectives of the National Pretreatment Program are:

- A. To prevent the introduction of pollutants into Publicly Owned Treatment Works (POTW) which will interfere with the operation of the POTW, including interference with the use or disposal of municipal sludge;
- B. To prevent the introduction of pollutants into POTWs which will Pass Through the Treatment Works or otherwise be incompatible with such works; and
- C. To improve opportunities to recycle and reclaim municipal and industrial wastewaters and sludges.

The SVSD IPP has been developed to comply with the National Pretreatment Standards, including prohibited discharges (40 CFR § 403.5) and categorical Pretreatment Standards (40 CFR § 403.6). The standards provide specific prohibitions for nondomestic pollutants that shall not be discharged into the POTW. The standards include limitations for specific pollutants which may be discharged into the POTW by Categorical Industrial Users (CIUs). SVSD IPP has been developed to identify Users subject to these standards, and control their discharges to SVSD.

The SVSD IPP is composed of Rules and Regulations as delineated herein, and SVSD's Pretreatment Procedures Manual and Local Limits development documents which are outlined in separate documents.

**SECTION 2
PRETREATMENT RULES & REGULATIONS**

2.1 GENERAL PROVISIONS

2.1.1 Purpose and Policy

These Pretreatment Rules and Regulations establish uniform requirements for Users of the POTW and enable SVSD to comply with applicable federal and State of Utah laws, including the Clean Water Act (33 United States Code [USC] Section 1251 et seq.) and the General Pretreatment Regulations (40 CFR § 403) and UAC R317-8-8. In addition to achieving the objectives of the National Pretreatment Program described in Section 1.1 (A-C), the objectives of these Pretreatment Rules and Regulations include:

- A. The protection of the health and safety of POTW personnel who may come in contact with wastewater and sludge in the course of their employment, and the general public;
- B. Provide for a system of fees for the equitable distribution of costs of the operation, maintenance, and improvement of the POTW and the IPP Program; and
- C. Assist the Treatment Works in compliance with Utah Pollutant Discharge Elimination System (UPDES) permit conditions, sludge use and disposal requirements, and all other applicable federal and State requirements.

These Pretreatment Rules and Regulations shall apply to all Users of the POTW. SVSD Pretreatment Rules and Regulations authorize the issuance of individual and general wastewater discharge permits, provide for monitoring, compliance and enforcement activities, establishes administrative review procedures, and require User reporting.

2.1.2 Administration

Except as otherwise provided herein, the Jordan Basin Water Reclamation Facility (JBWRF) Manager (aka, Treatment Facility Manager) shall administer, implement, and enforce the provisions of these Pretreatment Rules and Regulations. Any powers granted to, or duties imposed upon the Treatment Facility Manager may be delegated by the Treatment Facility Manager to a duly authorized SVSD employee.

2.1.3 Abbreviations/Acronyms

The following abbreviations/acronyms, when used in SVSD IPP, shall have the following designated meanings:

ASE	Auto Service Establishment
BMP	Best Management Practices
BMR	Baseline Monitoring Report
BOD	Biochemical Oxygen Demand

CFR	Code of Federal Regulations
CIU	Categorical Industrial User
COD	Chemical Oxygen Demand
CWE	Car Wash Establishment
DEQ	Utah Department of Environmental Quality
DWQ	Utah DEQ, Division of Water Quality
EPA	U.S. Environmental Protection Agency
ERP	Enforcement Response Plan
FOG	Fats, Oils and Grease
FSE	Food Service Establishment
gpd	gallons per day
HGI	Hydromechanical Grease Interceptor
IPP	Industrial Pretreatment Program
ISO	International Organization for Standardization
IU	Industrial User, or User
IWS	Industrial Waste Survey
JBWRF	Jordan Basin Water Reclamation Facility
MAHL	Maximum Allowable Headworks Loading
mg/l	milligrams per liter
NOV	Notice of Violation
NPDES	National Pollutant Discharge Elimination System
NSCIU	Non-Significant Categorical Industrial User
POTW	Publicly Owned Treatment Works
QA	Quality Assurance
QC	Quality Control
RCRA	Resource Conservation and Recovery Act
RV	Recreational Vehicle
SLCHD	Salt Lake County Health Department
SIU	Significant Industrial User
SNC	Significant Noncompliance
SVSD	South Valley Sewer District
SVWRF	South Valley Water Reclamation Facility
TOMP	Toxic Organic Management Plan
TRC	Technical Review Criteria
TSS	Total Suspended Solids
TTO	Total Toxic Organics
UPDES	Utah Pollutant Discharge Elimination System
USC	United States Code

2.1.4 Definitions

Unless explicitly stated otherwise, the following terms and phrases, as used in SVSD IPP, shall have the meanings hereinafter designated:

- A. Act or “the Act” – The Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 United States Code (USC) Section 1251 et seq. and any subsequent amendments thereto.
- B. Approval Authority – The State of Utah Department of Environmental Quality (DEQ), Division of Water Quality (DWQ), or its successor agency.
- C. Authorized or Duly Authorized Representative of a User:
 - 1. If a User is a corporation:
 - a. The president, secretary, treasurer, or a vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or
 - b. The manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions that govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiate and direct other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for individual and general wastewater discharge permit requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
 - 2. If a User is a partnership or sole proprietorship: a general partner or proprietor, respectively.
 - 3. If a User is a federal, State, or local governmental facility: a director or highest official appointed or designated to oversee the operation and performance of the activities of the government facility, or their designee.
 - 4. The individuals described in paragraphs 1 through 3 above may designate a Duly Authorized Representative if the authorization is submitted in writing to the Treatment Facility Manager, and the authorization specifies the individual or position responsible for the overall operation of the facility from which the discharge originates or having overall responsibility for environmental matters.

- D. Auto Service Establishment (ASE) – Any building, structure, room or division in a building where vehicle and/or equipment service and/or repairs are performed, excluding ‘do-it-yourselfers’.
- E. Best Management Practices (BMPs) – Schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to implement the prohibitions listed in Section 2.2.1 (A) and (B). BMPs include treatment requirements, operating procedures and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw materials storage. BMPs shall be considered Local Limits and Pretreatment Standards for the purposes of these Rules and Regulations and Section 307(d) of the Act, 40 CFR 403.5(c)(4) and R317-8-8.8.
- F. Biochemical Oxygen Demand (BOD) – The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedures for 5 days at 20 degrees centigrade, usually expressed as a concentration (e.g., milligrams per liter (mg/l)).
- G. Biosolids – Any material or materials derived from sewage solids that have been biologically treated.
- H. Bypass – The intentional diversion of waste streams from any portion of a User’s treatment facility.
- I. Board – SVSD Board of Trustees.
- J. Car Wash Establishment (CWE) – Any building, structure, room or division in a building or structure where vehicle and/or equipment washing is performed, excluding ‘do-it-yourselfers’ and temporary not-for-profit car wash events.
- K. Compatible Pollutant – Pollutants that are treatable by conventional wastewater Treatment Works.
- L. Categorical Pretreatment Standard or Categorical Standard – Any regulation containing pollutant discharge limits promulgated by EPA in accordance with Sections 307(b) and (c) of the Act (33 U.S.C. Section 1317) that apply to a specific category of Users and that appear in 40 CFR Chapter I, Subchapter N, § 405-471.
- M. Categorical Industrial User (CIU) – An Industrial User subject to a categorical Pretreatment Standard.
- N. Chemical Oxygen Demand (COD) – The quantity of oxygen utilized in the biochemical oxidation of all oxidizable compounds, both organic and inorganic, in water.

- O. Commercial User – Any business or public or private entity, except SIUs, who causes or permit the discharge of nondomestic wastewater into the POTW, and who may be subject to provisions of these Pretreatment Rules and Regulations.
- P. Common or Shared Interceptor – One interceptor receiving wastewater from more than one User.
- Q. Control Authority – SVSD, as provided by 40 CFR § 403.3(f)(1).
- R. Cooling Water (Contact) – Water used for cooling purposes which comes into direct contact with raw material, an intermediate product, waste, and/or finished product.
- S. Cooling Water (Non-Contact) – Water used for cooling that does not come into direct contact with any raw material, intermediate product, waste, or finished product.
- T. Composite Samples – A flow or time-proportioned sample that, at a minimum, contains four samples collected over the compositing period. Unless otherwise specified, the time between the collection of the first and last sample shall not be less than six hours, or more than 24 hours. Acceptable methods for preparation of composite samples are as follows:
 - 1. Constant time interval between samples, sample volume proportional to flow rate at the time of sampling;
 - 2. Constant time interval between samples, sample volume proportional to total flow (volume) since last sample. For the first sample, the flow rate at the time the sample was collected may be used;
 - 3. Constant sample volume, time interval between samples proportional to flow (i.e., sample taken every “X” gallons of flow); and
 - 4. Continuous sample volume, with sample collection rate proportional to flow rate.
- U. Daily Discharge (40 CFR § 122.2) – The “discharge of a pollutant” measured during a calendar day or any 24-hour period that reasonably represents the calendar day for purposes of sampling. For pollutants with limitations expressed in units of mass, the “daily discharge” is calculated as the total mass of the pollutant discharged over the day. For pollutants with limitations expressed in other units of measurements, the “daily discharge” is calculated as the average measurement of the pollutant over the day.
- V. Daily Maximum or Maximum Daily Discharge Limit (40 CFR § 122.2) – The highest allowable “daily discharge.”

- W. Dental Discharger – A facility where the practice of dentistry is performed, including but not limited to, institutions, permanent or temporary offices, clinics, home offices, and facilities owned and operated by federal, State, and local governments, that discharge wastewater to the POTW.
- X. Dwelling Unit – Any building or portion thereof which contains living facilities, including provisions for sleeping, eating, cooking, and sanitation, for not more than one family, or a congregate residence for 10 or fewer persons. For purposes of this Section, dwelling unit includes hotel rooms, dormitory rooms, apartments, condominiums, sleeping rooms in nursing homes, and similar living units.
- Y. Environmental Protection Agency or EPA – The U.S. Environmental Protection Agency or, where appropriate, the Regional Water Management Division Director, the Regional Administrator, or other duly authorized official of said agency.
- Z. Existing Source – Any source of discharge that is not a “New Source.”
- AA. Fats, Oils, and Grease (FOG) – Fats, oils, and grease of vegetable and animal origin.
- BB. Food Service Establishment (FSE) – means any building, vehicle, structure, or any room or division in a building, vehicle, or structure where food is prepared, served, or sold for immediate consumption on premises, called for or taken out by customers, or prepared prior to being delivered to another location for consumption.
- CC. General Manager – The Chief Executive Officer of South Valley Sewer District.
- DD. Grab Sample – A sample that is taken from a wastestream without regard to the flow in the wastestream and over a period of time not to exceed 15 minutes.
- EE. Grease Interceptor or Sand/Oil Interceptor – A device designed for the purpose of separation and storage of FOG, and/or solid materials. These devices are generally installed outdoors, below grade, with a capacity of 800 gallons or more.
- FF. Hazardous Waste – Any solid, liquid, or gaseous waste material that, if improperly managed or disposed of may pose substantial hazards to human health and the environment. The definition of hazardous waste in 40 CFR § 261.3 is by this reference incorporated herein and made a part hereof.
- GG. Hydromechanical Grease Interceptor (HGI) – A device that separates and stores FOG commonly installed inside an FSE for point-of-use grease separation.
- HH. Indirect Discharge or Discharge – The introduction of pollutants into the POTW from a nondomestic source.

- II. Industrial User or User – A source of indirect discharge; a non-domestic User that has the potential to discharge non-domestic wastewater, or non-domestic User that has a sewer connection for domestic wastewater discharge only.
- JJ. Instantaneous Limit – The maximum or minimum concentration (or load) of a pollutant allowed to be discharged at any time, determined from the analysis of any discrete, grab, or composited sample, collected independent of the industrial flow rate and duration of a sampling event.
- KK. Instantaneous Measurement – Defined as a single reading, observation, or measurement.
- LL. Interference – A discharge that alone or in conjunction with a discharge or discharges from other sources inhibits or disrupts the POTW, its treatment processes or operations or its sludge processes, use or disposal, and is therefore in violation of the Treatment Works UPDES permit, or prevents the use or disposal of sewage sludge in compliance with any of the following statutory/regulatory provisions or permits issued thereunder or any more stringent State or local regulations: Section 405 of the Act; Solid Waste Disposal Act, including Title II commonly referred to as the Resource Conservation and Recovery Act (RCRA); any State regulations contained in any State sludge management plan prepared pursuant to Subtitle D of the Solid Waste Disposal Act; Clean Air Act; Toxic Substances Control Act; and Marine Protection, Research, and Sanctuaries Act.
- MM. Jordan Basin Water Reclamation Facility or JBWRF – A wastewater treatment plant located in Riverton, Utah which is owned and operated by SVSD.
- NN. Jordan Basin Water Reclamation Facility Manager or Treatment Facility Manager – The person who oversees the operation of the JBWRF and SVSD Pretreatment Department, and designated by these Pretreatment Rules and Regulations with certain duties and responsibilities.
- OO. Local Limits – Specific discharge limits developed to protect the POTW in accordance with 40 CFR § 403.5, and enforced by SVSD upon Users to implement the general and specific discharge prohibitions listed in Section 2.2.1 (A) and (B).
- PP. Maximum Allowable Headworks Loading (MAHL) – A calculation conducted during the development of Local Limits that determines the maximum pollutant a Treatment Works can receive before exceeding design and treatment capacity.
- QQ. Medical Waste – Including but not limited to, isolation wastes, infectious agents, human blood and blood products, pathological wastes, sharps, body parts, contaminated bedding, surgical wastes, potentially contaminated laboratory wastes, and dialysis wastes.

RR. Monthly Average or Average Monthly Discharge Limit (40 CFR § 122.2) – The highest allowable average of “daily discharges” over a calendar month, calculated as the sum of all “daily discharges” measured during a calendar month divided by the number of “daily discharges” measured during that month.

SS. New Source

1. Any building, structure, facility, or installation from which there is (or may be) a discharge of pollutants, the construction of which commenced after the publication of proposed Pretreatment Standards under Section 307(c) of the Act that will be applicable to such source if such Standards are thereafter promulgated in accordance with that Section, provided that:
 - a. The building, structure, facility, or installation is constructed at a site at which no other source is located; or
 - b. The building, structure, facility, or installation totally replaces the process or production equipment that causes the discharge of pollutants at an Existing Source; or
 - c. The production or wastewater generating processes of the building, structure, facility, or installation are substantially independent of an Existing Source at the same site. In determining whether these are substantially independent, factors such as the extent to which the new facility is integrated with the existing plant, and the extent to which the new facility is engaged in the same general type of activity as the Existing Source, should be considered.
2. Construction on a site at which an Existing Source is located results in a modification rather than a New Source if the construction does not create a new building, structure, facility, or installation meeting the criteria of Subsection (1) (b) or (c) above but otherwise alters, replaces, or adds to existing process or production equipment.
3. Construction of a New Source as defined under this paragraph has commenced if the owner or operator has:
 - a. Begun, or caused to begin, as part of a continuous onsite construction program:
 - (1) Any placement, assembly, or installation of facilities or equipment; or
 - (2) Significant site preparation work including clearing, excavation, or removal of existing buildings, structures, or facilities which is necessary for the placement, assembly, or installation of new source facilities or equipment; or

- b. Entered into a binding contractual obligation for the purchase of facilities or equipment which are intended to be used in its operation within a reasonable time. Options to purchase or contracts which can be terminated or modified without substantial loss, and contracts for feasibility, engineering, and design studies do not constitute a contractual obligation under this paragraph.

- TT. Pass Through – A discharge which exits the POTW into Waters of the State in quantities or concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the JBWRF’s UPDES permit, including an increase in the magnitude or duration of a violation.

- UU. Pathogen – An organism that is capable of causing an infection or disease in a susceptible host.

- VV. Person – Any individual, partnership, co-partnership, firm, company, corporation, association, limited liability company, joint stock company, trust, estate, governmental entity, or any other legal entity; or their legal representatives, agents, or assigns.

- WW. Petroleum Oil – hydrocarbon fuel, oil, grease, and like products of mineral origin.

- XX. pH – A measurement of the acidity or basicity of a solution, expressed in standard units.

- YY. Pollutant – Dredged spoil, solid waste, incinerator residue, sewage, garbage, sewage sludge, munitions, medical wastes, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt and municipal, agricultural and industrial waste discharged into water.

- ZZ. Pretreatment – Reduction of the amount of pollutants, elimination of pollutants, or alteration of the nature of pollutant properties in wastewater prior to, or in lieu of, introducing such pollutants into the POTW. This reduction or alteration can be achieved by physical, chemical, or biological processes, by process changes, or other means, except by diluting the concentration of the pollutants unless allowed by an applicable Pretreatment Standard.

- AAA. Pretreatment Coordinator – The person designated by SVSD to coordinate SVSD Pretreatment Program, charged with certain duties and responsibilities under the Pretreatment Rules and Regulations as directed and delegated by the Treatment Facility Manager.

- BBB. Pretreatment Program or Industrial Pretreatment Program or IPP – These Pretreatment Rules and Regulations, and SVSD’s Pretreatment Procedures Manual,

and SVSD and SVWRF Local Limits documents, as developed and implemented by SVSD, authority for which is delegated by the Approval Authority as described in Part II of JBWRF UPDES Permit No. UT0025852.

- CCC. Pretreatment Requirements – Any substantive or procedural requirement related to pretreatment imposed on a User, other than a Pretreatment Standard.
- DDD. Pretreatment Rules and Regulations – SVSD’s legal authority to implement and enforce its IPP as adopted by the Board and approved by the Approval Authority.
- EEE. Pretreatment Standards or Standards – Any regulation containing pollutant discharge limits promulgated by the EPA in accordance with Section 307 (b) and (c) of the Act, which applies to Industrial Users, which includes but is not limited to prohibited discharge standards, categorical Pretreatment Standards and Local Limits.
- FFF. Prohibited Discharge Standards or Prohibited Discharges – Absolute prohibitions against the discharge of certain substances; these prohibitions appear in Section 2.2.1 of these Pretreatment Rules and Regulations.
- GGG. Publicly Owned Treatment Works or POTW – A treatment works as defined by Section 212 of the Act (33 U.S.C. Section 1292), including any devices or systems used in the collection, storage, treatment, recycling, and reclamation of sewage or industrial wastes of a liquid nature and any conveyances, which convey wastewater to a treatment plant. The term includes sewers, pipes and other conveyances if they convey wastewater to a treatment plant. The term also means the municipality as defined in Section 502(4) of the Act, which has jurisdiction over the Indirect Discharges to and the discharges from a treatment works.
- HHH. Runoff – Rainwater, leachate, or other liquid that drains over any part of a land surface and runs off the land surface.
- III. Sampling Manhole – A type of manhole designed to allow for sampling of wastewater, and installed as required by SVSD Pretreatment Rules and Regulations and Design Standards and Construction Specifications.
- JJJ. Sector Control Program – A program implemented at the local level that is focused on the control of potentially deleterious wastewater discharges from Users (e.g., Food Service Establishments, Auto Service Establishments, Car Washes, etc.).
- KKK. Septic Tank Waste – Any sewage from holding tanks such as vessels, chemical toilets, campers, trailers, and septic tanks.
- LLL. Seven-day and weekly average (other than for E. Coli bacteria) – The arithmetic average of all samples collected during a consecutive 7-day period or calendar week, whichever is applicable. Geometric means shall be calculated for E. Coli bacteria. The 7-day and weekly averages are applicable only to those effluent characteristics

for which there are 7-day average effluent limitations. The calendar week, which begins on Sunday and ends on Saturday, shall be used for purposes of reporting self-monitoring data on discharge monitoring report forms. Weekly averages shall be calculated for all calendar weeks with Saturdays in the month. If a calendar week overlaps two months (i.e., the Sunday is in one month and the Saturday is the following month), the weekly average calculated for that calendar week shall be included in the data for the month that contains Saturday.

MMM. Severe Property Damage – Substantial physical damage to property, damage to the treatment facilities which causes them to become inoperable, or substantial and permanent loss of natural resources which can reasonably be expected to occur in the absence of a Bypass. Severe property damage does not mean economic loss caused by delays in production.

NNN. Sewage – Wastewater and excreta conveyed by sewers.

OOO. Significant Industrial User (SIU) – Except as provided in paragraph (3) and (4) of this Section, a SIU is:

1. A User subject to categorical Pretreatment Standards; or
2. A User that:
 - a. Discharges an average of 25,000 gallons per day (gpd) or more of process wastewater to the POTW (excluding sanitary, noncontact cooling and boiler blowdown wastewater);
 - b. Contributes a process wastestream which makes up 5 percent or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant; or
 - c. Is designated as such by SVSD on the basis that it has a reasonable potential for adversely affecting the POTW's operation or for violating any Pretreatment Standard or Requirement.
3. SVSD may determine that a User subject to categorical Pretreatment Standards is a Non-Significant Categorical Industrial User (NSCIU) rather than a Significant Industrial User on a finding that the User never discharges more than 100 gallons per day (gpd) of total categorical wastewater (excluding sanitary, non-contact cooling and boiler blowdown wastewater, unless specifically included in the Pretreatment Standard) and the following conditions are met:
 - a. The User, prior to the SVSD finding, has consistently complied with all applicable categorical Pretreatment Standards and Requirements;

- b. The User annually submits the certification statement required in Section 2.6.14(B) together with any additional information necessary to support the certification statement; and
 - c. The User never discharges any untreated concentrated wastewater.
 - 4. Upon a finding that a User meeting the criteria in Subsection (2) of this Subsection has no reasonable potential for adversely affecting the POTW's operation or for violating any Pretreatment Standard or Requirement, SVSD may at any time, on its own initiative or in response to a petition received from an Industrial User, and in accordance with procedures in 40 CFR 403.8(f)(6), determine that such User should not be considered a SIU.
- PPP. Slug or Slug Load or Slug Discharge –A Discharge of a non-routine episodic nature, including but not limited to, an accidental spill or a non-customary batch Discharge, which has a reasonable potential to cause Interference or Pass Through, or in any other way violate the SVSD's Pretreatment Rules and Regulations, Local Limits or Permit conditions.
- QQQ. South Valley Sewer District or SVSD – A political subdivision of the State; the Control Authority over these Pretreatment Rules and Regulations.
- RRR. South Valley Water Reclamation Facility or SVWRF – A wastewater treatment plant located in West Jordan, Utah, of which a portion of treatment capacity is owned and utilized by SVSD.
- SSS. Standard Methods – Procedures described in the latest edition of *Standard Methods for the Examination of Water and Wastewater* as published by the American Public Health Association, American Water Works Association, and Water Pollution Control Federation or such other procedures as may be adopted by the POTW.
- TTT. State – The State of Utah.
- UUU. Storm Water – Any flow occurring during or following any form of natural precipitation, and resulting from such precipitation, including snowmelt.
- VVV. Surchargeable User – A User whose wastewater strength may exceed thresholds established by SVSD, and is subject to fees based on strength and volume of waste as outlined in SVSD Consolidated Fee Schedule.
- WWW. Total Suspended Solids or Suspended Solids or TSS – The total suspended matter that floats on the surface of, or is suspended in, water, wastewater, or other liquid, and that is removable by laboratory filtering.

- XXX. Treatment Facility Manager – The person designated by SVSD to supervise the operation of JBWRF, and who is charged with certain duties and responsibilities by these Pretreatment Rules and Regulations.
- YYY. Treatment Works – Public or privately owned devices and systems designed to treat (including recycling and reclamation) either domestic sewage or a combination of domestic sewage and industrial waste or liquid manure.
- ZZZ. Upset – An exceptional incident in which there is unintentional and temporary noncompliance with categorical Pretreatment Standards because of factors beyond the reasonable control of the User. An Upset does not include noncompliance to the extent caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventative maintenance, or careless or improper operation.
- AAAA. Wastewater – Liquid and water-carried industrial wastes and sewage from residential dwellings, commercial buildings, industrial and manufacturing facilities, and institutions, whether treated or untreated.
- BBBB. Wastewater Treatment Plant or Treatment Plant or Treatment Facility – That portion of the POTW which is designed to provide treatment of municipal sewage and compatible industrial waste.
- CCCC. Waters of the State – As defined by Utah Code Annotated (UCA) Section 19-5-102:
- (a) All streams, lakes, ponds, marshes, water-courses, waterways, wells, springs, irrigation systems, drainage systems, and all other bodies or accumulations of water, surface and underground, natural or artificial, public or private, which are contained within, flow through, or border upon this State or any portion of the State, and
 - (b) Does not include bodies of water confined to and retained within the limits of private property, and which do not develop into or constitute a nuisance, or a public health hazard, or a menace to fish and wildlife.

2.2 GENERAL SEWER USE REQUIREMENTS

2.2.1 Prohibited Discharge Standards

- A. General Prohibitions. No User shall introduce or cause to be introduced into the POTW any pollutant or wastewater which causes Pass Through or Interference. These general prohibitions apply to all Users of the POTW whether or not they are subject to categorical Pretreatment Standards or any other federal, State, or local Pretreatment Standard or Requirement.
- B. Specific Prohibitions. No User shall introduce or cause to be introduced into the POTW the following pollutants, substances, or wastewater:
1. Pollutants which create a fire or explosive hazard in the POTW, including, but not limited to, wastestreams with a closed-cup flashpoint of less than 140° F (60° C) using the test methods specified in 40 CFR § 261.21;
 2. Pollutants which will cause corrosive structural damage to the POTW, but in no case discharges with pH lower than 5.0, or greater than 12.0;
 3. Solid or viscous pollutants in amounts which will cause obstruction of the flow in the POTW resulting in Interference;
 4. Any pollutant, including oxygen-demanding pollutants (BOD, TSS, etc.), released in a discharge at a flow rate and/or pollutant concentration which will cause Interference at the POTW;
 5. Wastewater having a temperature greater than 140° F (60° C), or which will inhibit biological activity in the Treatment Works resulting in Interference, but in no case in such quantities that causes the temperature at the Treatment Works to exceed 104° F (40° C);
 6. Petroleum oil, non-biodegradable cutting oil, or products of mineral oil origin, in amounts that will cause Interference or Pass Through;
 7. Pollutants which result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause acute worker health and safety problems;
 8. Storm water, surface water, groundwater, artesian well water, roof runoff, subsurface drainage, condensate, deionized water, noncontact cooling water, and unpolluted wastewater, unless specifically authorized by SVSD;
 9. Hauled waste of any kind, including septic tank and industrial waste;

10. Any water or wastewater from alkaline hydrolysis or other chemical decomposition processes of human or animal tissues, remains, or bodies without prior written approval from the Treatment Facility Manager;
11. Medical waste, except as authorized in writing by the Treatment Facility Manager;
12. Bulk, expired, outdated, or concentrated prescription and non-prescription drugs;
13. Detergents, surface-active agents, or other substances which might cause excessive foaming in the POTW. 'Excessive foaming' means foam which overflows the sanitary sewer system and/or interferes with the operations and maintenance of the POTW;
14. Wastewater that contains a color that cannot be removed by the Treatment Works, such as but not limited to, dye wastes and vegetable tanning solutions;
15. Pollutants, substances, or wastewater prohibited by this Section shall not be processed or stored in such a manner that they could be discharged to the POTW;
16. Wastewater containing any radioactive wastes or isotopes except in compliance with applicable State and Federal regulations;
17. Hazardous Waste Pharmaceutical as defined in 40 CFR § 266.500.

2.2.2 National Categorical Pretreatment Standards

- A. National categorical Pretreatment Standards specifying quantities or concentrations of pollutants or pollutant properties which may be discharged to a POTW by existing or new Industrial Users in specific industrial subcategories have been established by EPA in 40 CFR Chapter I, Subchapter N, § 405-471 and are hereby incorporated. Any User subject to categorical Pretreatment Standards is required to comply with the applicable standard.
- B. When wastewater subject to a categorical Pretreatment Standards is mixed with wastewater not regulated by the same Standard, the Treatment Facility Manager shall impose alternative limits in accordance with 40 CFR § 403.6(e).

2.2.3 State Pretreatment Standards

State of Utah Pretreatment standards established by the Utah Administrative Code R317-8-8 are hereby incorporated. Any User subject to a State Pretreatment Standard is required to comply with the applicable standard.

2.2.4 Local Limits

Technically-based Local Limits have been developed for JBWRF and South Valley Water Reclamation Facility (SVWRF) in accordance with the requirements of 40 CFR § 403.5(c) and their respective UPDES permits.

- A. Local Limits shall apply to all Users of the POTW.
- B. The Treatment Facility Manager is authorized to establish Local Limits for JBWRF pursuant to 40 CFR § 403.5(c). Likewise, SVWRF is authorized to establish its Local Limits. SVSD is the Control Authority over all Users of its collection system, and exercises all legal authority to enforce applicable discharge limits. In accordance with the *Interlocal Cooperation Agreement between SVSD and SVWRF*, as amended, SVSD enforces SVWRF limits against Users that discharge to SVWRF. Each Treatment Works periodically re-evaluates the effectiveness of its IPP, and determines the need to update its Local Limits.
- C. Local Limits apply at the point where a User's wastewater is discharged to the POTW. All limits set for metallic substances are for total metals unless indicated otherwise. The Treatment Facility Manager may impose mass limitations as well as concentration-based limitations.
- D. The Treatment Facility Manager may include BMPs; as defined in Section 2.1.4 (E) of these Pretreatment Rules and Regulations, as Local Limits in individual and general wastewater discharge permits.
- E. As the result of the configuration of SVSD's collection system, a User's wastewater may flow to either JBWRF or SVWRF, or both. Local Limits are applied based on which Treatment Works receives and treats the User's waste, or in the case of split flow, the most stringent of the two will apply.
- F. The current Local Limits and supporting documents for JBWRF and SVWRF are kept on file in SVSD Pretreatment Coordinator's office, and are hereby incorporated.

2.2.5 SVSD's Right of Revision

SVSD reserves the right to establish, by rules and regulations or in individual and general wastewater discharge permits, more stringent Standards or Requirements on discharges to the POTW consistent with these Pretreatment Rules and Regulations. The Treatment Facility Manager is authorized to temporarily or permanently revoke or suspend issuance of any permit at any time in order to protect the POTW from Pass Through or Interference in order to maintain compliance with any UPDES permit or IPP requirement. In addition, the Treatment Facility Manager shall have the right to deny new or increased contributions or set additional conditions on such contributions to protect the POTW, including limits that may be more stringent than approved Local Limits.

2.2.6 Dilution Prohibition

No User shall increase the use of water or in any way dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with a discharge limitation unless allowed by an applicable Pretreatment Standard or Requirement. The Treatment Facility Manager may impose mass limitations when appropriate in order to monitor compliance.

2.3 PRETREATMENT OF WASTEWATER

2.3.1 Pretreatment Facilities

Users shall provide wastewater treatment as necessary to comply with these Pretreatment Rules and Regulations and shall achieve compliance with all categorical Pretreatment Standards, Local Limits and prohibitions set out in Section 2.2.1 of these Pretreatment Rules and Regulations within the time frame specified by EPA, State, or Treatment Facility Manager, whichever is more stringent. Any facilities necessary for compliance shall be provided, operated and maintained at the User's expense. Detailed plans describing such facilities and operating procedures shall be submitted to SVSD for review, and shall be acceptable to SVSD before such facilities are constructed. The review of such plans and operating procedures shall in no way relieve the User from the responsibility of modifying such facilities as necessary to produce a discharge acceptable to SVSD under the provisions of these Pretreatment Rules and Regulations.

2.3.2 Additional Pretreatment Measures

- A. Whenever deemed necessary, SVSD may require users to restrict their discharge during peak flow periods, specify that wastewater be discharged only into specific sewers, relocate and/or consolidate points of discharge, separate sewage wastestreams from industrial wastestreams, and any other conditions as may be necessary to protect the POTW and determine the User's compliance with the requirements of these Pretreatment Rules and Regulations.
- B. SVSD may require any person discharging to the POTW to install and maintain, on their property and at their expense, a suitable storage and flow-control facility to ensure equalization of flow. An individual or general wastewater discharge permit may be issued solely for flow equalization.
- C. When appropriate and necessary SVSD may require the installation of a sampling point(s) at any location in wastewater flow, an effluent flow meter, an automatic sampling device, and/or a continuous pH measuring and recording device.
- D. Users with the potential to discharge flammable substances may be required to install and maintain an approved combustible gas detection meter.
- E. Sampling manholes shall be located in an area to allow for ease of cleaning, sampling and inspection by the User and the POTW. If located in a parking area, parking shall not be allowed on the sampling manhole.

2.3.3 Accidental Discharge/Slug Discharge Control Plans

Each User shall take necessary steps to prevent accidental discharge of deleterious materials or other substances prohibited by these Pretreatment Rules and Regulations. Infrastructure, methods and procedures must be provided and implemented by the User, at its own expense, to prevent accidental discharges.

A. Notification Requirements

1. Telephone Notification – In the case of any accidental, unusual, or Slug Discharge, it is the responsibility of the User to immediately notify SVSD of the incident. The notification shall include the location of discharge, type of waste, concentration and volume, and corrective actions.
2. Written Notice – Within five days following an accidental, unusual, or Slug discharge, the User shall, unless waived by SVSD, submit a detailed written report describing the cause of the discharge and the measures to be taken by the User to prevent future similar occurrences. Such notification shall not relieve the User of any expense, loss, damage, or other liability which may be incurred by the POTW as a result of damage, fish kills, or any other damage to person or property; nor shall such notification relieve the User of any fines, civil penalties, or other liability which may be imposed by these Pretreatment Rules and Regulations or other applicable law.
3. Notice to Employees – A notice shall be permanently posted on the User's bulletin board or other prominent place advising employees who to call in the event of an accidental, unusual, or Slug discharge. Employers shall ensure that all employees who may cause or suffer such an accidental, unusual, or Slug discharge to occur are advised of the emergency notification procedure.
4. Slug Notification – SIUs are required to notify SVSD immediately of any changes at its facility affecting the potential for Slug discharge.

B. Slug Discharge Control Plan Requirements

1. The Pretreatment Coordinator shall determine if a User needs to implement a plan to control Slug discharges. If a Slug Discharge Control Plan is required, a draft plan must be submitted to SVSD for review and approval, and contain, at a minimum, the following elements:
 - a. Description of discharge practices, including non-routine batch discharges;
 - b. Description of stored chemicals and wastes;
 - c. Procedures for immediately notifying the Treatment Facility Manager of any accidental or Slug discharge, as required by Section 2.3.3A & 2.6.6 of these Pretreatment Rules and Regulations; and
 - d. Procedures to prevent adverse impact from any accidental or Slug discharge. Such procedures include, but are not limited to, inspection and maintenance of storage areas, handling and transfer of materials, loading

and unloading operations, control of plant site runoff, worker training, building of containment structures or equipment, measures for containing toxic organic pollutants, including solvents, and measures and equipment for emergency response.

2.3.4 Multi-Tenant Buildings/Business Parks

- A. It is the responsibility of landlords and owner/operators of multi-tenant buildings and business/industrial parks to require any owner, tenant, or User subject to these Pretreatment Rules and Regulations to fully comply with those requirements and all other applicable federal, State or local regulations.
- B. It is the responsibility of each owner, tenant, and/or User located in multi-tenant buildings and business/industrial parks to obtain from SVSD any required wastewater discharge permits, licenses, and/or approvals to discharge.

2.3.5 Medical/Dental Facilities

- A. The owner/operators of any medical/dental facility (or any other User) that uses wet analog methods to develop x-ray or photographic film shall install silver recovery systems using best available technology for removing silver from any discharge to the POTW. For sampling purposes, the discharge from a silver recovery unit must be piped to a floor sink with a six-inch air gap between the bottom of the discharge pipe and the lip of the sink. The owner(s)/operators of such facility shall submit a BMP plan describing the procedures used to maintain silver recovery systems and equipment in an operable and compliant manner, and will retain shipping records and manifests showing the method and location of waste recovery and/or disposal. If a facility uses digital x-ray equipment, the aforementioned requirements do not apply.
- B. The EPA Dental Office Category Rule (40 CFR § 441), as amended, is hereby incorporated. Dental Dischargers must fully comply with the applicable requirements of 40 CFR § 441.

2.3.6 Commercial and Institutional Swimming Pools

The owner(s)/operators of commercial and institutional (non-residential) swimming pools, when draining a swimming pool to the POTW, must restrict the discharge flow rate to prevent surcharging (hydraulic overload) of the sewer system. SVSD must be advised in advance of plans to drain a swimming pool to the POTW, and SVSD may require, among other conditions, discharge take place at specific times of day.

2.3.7 Recreational Vehicle (RV) Dump Stations

It shall be the responsibility of owner(s)/operator(s) of commercial recreational vehicle (RV) wastewater dump stations to obtain permission from SVSD to connect to the POTW.

Owner(s)/operators of commercial RV dump stations are responsible for compliance with all applicable federal, State, and SVSD wastewater discharge limits, including those general and specific prohibitions listed in Section 2.2.1.

It shall be the responsibility of owner(s)/operators of commercial RV dump stations to post SVSD-approved signage next to wastewater discharge points that prohibit discharge of the following:

- A. Flammable and/or explosive materials, materials having a flashpoint less than 140 degrees F;
- B. Solid or viscous materials;
- C. Toxic, hazardous, or corrosive materials; and
- D. Noxious or malodorous materials and wastes.

Owner(s)/operators of RV dump stations are liable for damages and losses suffered by SVSD if it is determined that a discharge of damaging and prohibited substances emanated from their RV dump. It shall be owner(s)/operator's sole responsibility to pay for all associated costs therewith, including but not limited to, investigation, sampling, analysis, damages, fines and penalties and any other costs that are the result of said discharges.

It is prohibited for any owner(s)/operator of a commercial RV dump station to allow the discharge of any wastes other than RV generated wastes, including but not limited to, commercially hauled wastes, grease interceptor wastes, sand/oil interceptor wastes, or any other wastes generated by a business or other commercial entity.

2.4 INDIVIDUAL & GENERAL WASTEWATER DISCHARGE PERMITS

SVSD uses individual and general wastewater discharge permits as control mechanisms to monitor and enforce limits placed on Users that discharge to the POTW.

2.4.1 Wastewater Analysis

It shall be unlawful for any person to connect or discharge to the POTW without first obtaining the permission of SVSD. When requested by the Treatment Facility Manager, a User must submit information on the nature and characteristics of its wastewater within 30-calendar days of the request. The Pretreatment Coordinator is authorized to prepare a form for this purpose and may periodically require Users to update the information. If a User changes or adds a process, the User is required to update the information provided to the Pretreatment Coordinator 30-calendar days prior to the process being changed or added.

2.4.2 Individual and General Wastewater Discharge Permit Requirements

- A. If required by the POTW, no SIU shall discharge wastewater into the POTW without first obtaining an individual or general wastewater discharge permit from the Treatment Facility Manager, except that an SIU that has filed a timely application pursuant to Section 2.4.3 of these Pretreatment Rules and Regulations may continue to discharge for the time period specified therein.
- B. The Treatment Facility Manager may require Users to obtain individual or general wastewater discharge permits as necessary to implement these Pretreatment Rules and Regulations.
- C. Any violation of the terms and conditions of an individual or general wastewater discharge permit shall be deemed a violation of these Pretreatment Rules and Regulations and will subject the permittee to the sanctions set out in Sections 2.11 through 2.13 of these Pretreatment Rules and Regulations. Obtaining an individual or general wastewater discharge permit does not relieve a permittee of its obligation to comply with all federal and State Pretreatment Standards or Requirements or with any other requirements of federal, State, and local law.

2.4.3 Individual and General Wastewater Discharge Permitting: Existing Connections

Any User required to obtain an individual or general wastewater discharge permit who was discharging wastewater into the POTW prior to the effective date of these Pretreatment Rules and Regulations and who wishes to continue to discharge, shall within 90-calendar days, apply for an individual or general wastewater discharge permit in accordance with Section 2.4.5 of these Pretreatment Rules and Regulations, and shall not cause or allow discharges to the POTW to continue after 180-calendar days of the effective date of these Pretreatment Rules and Regulations except in accordance with an individual or general wastewater discharge permit issued by SVSD.

2.4.4 Individual and General Wastewater Discharge Permitting: New Connections

Any User required to obtain an individual or general wastewater discharge permit who proposes to begin or recommence discharging to the POTW must obtain a permit prior to beginning or recommencing discharge. An application for an individual or general wastewater discharge permit, in accordance with Section 2.4.5 of these Pretreatment Rules and Regulations, must be submitted to SVSD at least 90-calendar days prior to the date discharge will begin or recommence.

2.4.5 Individual and General Wastewater Discharge Permit Application Contents

- A. All Users required to obtain an individual or general wastewater discharge permit must submit a permit application. Users that are eligible may request a general permit under Section 2.4.5 (E). All permitted Users that intend to continue to discharge are required to complete an application 90-calendar days prior to the permit expiration date. The Pretreatment Coordinator may require Users to submit all or some of the following information as part of a permit application:
1. Identifying Information.
 - a. The name and address of the facility, and the name of the operator and owner.
 - b. Contact information for the Authorized Representative or Duly Authorized Representative for the facility, and
 - c. The description of activities, facilities, and plant production processes on the premises;
 2. Environmental Permits. A list of any environmental control permits held by or for the facility.
 3. Description of Operations.
 - a. A brief description of the nature, average rate of production (including each product produced by type, amount, processes, and rate of production). This description should include a schematic process diagram which indicates points of discharge to the POTW from regulated processes. The User must provide its relevant Standard Industrial Classification(s) (SIC) and/or the North American Industry Classification System (NAICS) codes.
 - b. Types of wastes generated, and a list of all raw materials and chemicals used or stored at the facility which are, or could be, accidentally or intentionally discharged to the POTW;

- c. Number and type of employees, and proposed or actual hours of operation;
 - d. Type and amount of raw materials processed (average and maximum per day);
 - e. Site plans, floor plans, mechanical and plumbing plans, and details to show all sewers, floor drains, and appurtenances by size, location and elevation, and all points of discharge.
- 4. Time and duration of discharges;
 - 5. The location for monitoring all wastes covered by the permit;
 - 6. Flow Measurement. Information showing the measured average and maximum daily flow, in gallons per day, to the POTW from regulated process waste streams and other waste streams, as necessary, to allow use of the combined wastestream formula set out. (40 CFR § 403.6(e)).
 - 7. Measurement of Pollutants.
 - a. The categorical Pretreatment Standards applicable to each regulated process and any new categorically regulated processes for Existing Sources.
 - b. The results of sampling and analysis identifying the nature and concentration, and/or mass, where required by the Standard or by the Pretreatment Coordinator, of regulated pollutants in the discharge from each regulated process.
 - c. Instantaneous, Daily Maximum and long-term average concentrations or mass, where required, shall be reported.
 - d. The sample shall be representative of daily operations and shall be analyzed in accordance with procedures set out in Section 2.6.10 of these Pretreatment Rules and Regulations. Where the Standard requires compliance with BMPs or pollution prevention alternative, the User shall submit documentation as required by the Pretreatment Coordinator or the applicable Standards to determine compliance with the Standard.
 - e. Sampling must be performed in accordance with procedures set out in Section 2.6.11 of these Pretreatment Rules and Regulations.
 - 8. Any requests for a monitoring waiver (or a renewal of an approved monitoring waiver) for a pollutant neither present nor expected to be present in the discharge based on Section 2.6.11 (D).

9. Any request to be covered by a general permit based on Section 2.4.5(E).
 10. Any other information as may be deemed necessary by the Pretreatment Coordinator to evaluate the permit application.
- B. Incomplete or inaccurate applications will not be processed and will be returned to the User for revision.
- C. Based on information provided by a User as required in Section 2.4.5(A), SVSD will within 30-calendar days determine that: 1) additional information is needed; or 2) a permit is not necessary; or 3) a permit will be required before the User is allowed to discharge to the POTW.
- D. Should any of the information requested or supplied be considered by the User to be confidential, the User should request confidential status in accordance with Section 2.9 of these Pretreatment Rules and Regulations. Information regarding sampling and analysis of a User's discharge cannot be held as confidential.
- E. Wastewater Discharge Permitting: General Permits
1. The Treatment Facility Manager may, at his/her discretion, use general permits to control discharges to the POTW if the following conditions are met. All facilities to be covered by a general permit must:
 - a. Involve the same or substantially similar types of operations;
 - b. Discharge the same types of wastes;
 - c. Require the same effluent limitations;
 - d. Require the same or similar monitoring; and
 - e. In the opinion of the Treatment Facility Manager, the facilities are more appropriately controlled under a general permit than an individual wastewater discharge permit.
 2. To be covered by a general permit, a User must submit a written request for coverage that identifies its contact information, production processes, the types of wastes generated, location for monitoring all wastes covered by the general permit, any requests for a monitoring waiver in accordance with Section 2.6.11(D), and any other information the Treatment Facility Manager deems appropriate. Any monitoring waiver granted under Section 2.6.11(D) may not take effect until after the Treatment Facility Manager has provided written notice.

3. The Treatment Facility Manager will retain the following for five years after the expiration of the general permit: a) a copy of the permit; b) documentation to support the Treatment Facility Manager's determination that the User met the criteria in Section 2.4.5(E)(1)(a-e) and applicable State regulations; and c) a copy of the User's original written request for coverage.
4. The Treatment Facility Manager may not control a User through a general permit where the facility is subject to production-based categorical Pretreatment Standards or categorical Pretreatment Standards expressed as mass of pollutant discharged per day, or for IUs whose limits are based on the Combined Wastestream Formula (40 CFR § 403.6 (e)).

2.4.6 Application Signatories and Certifications

- A. All individual and general wastewater discharge permit applications, User reports, and certification statements must be signed by the User's Authorized Representative (see Section 2.1.4(C)), and contain the certification statement in Section 2.6.14(A).
- B. If the designation of Authorized Representative is no longer accurate because a different individual or position has responsibility for overall operation of a facility or overall responsibility for environmental matters for the company, a new written authorization satisfying the requirements of this Section must be submitted to the Pretreatment Coordinator prior to, or together with, any reports signed by an Authorized Representative.
- C. A facility classified as a Non-Significant Categorical Industrial User (NSCIU) by the Treatment Facility Manager pursuant to Section 2.1.4(OOO)(3) must annually submit the signed certification statement in Section 2.6.14(B).

2.4.7 Individual and General Wastewater Discharge Permit Decisions

The Pretreatment Coordinator will evaluate data and information furnished by a User and may require additional information. Within 30-calendar days of receipt of a complete permit application, the Treatment Facility Manager will determine whether to issue an individual or general wastewater discharge permit. The Treatment Facility Manager may deny or conditionally approve any application for an individual or general wastewater discharge permit.

2.5 INDIVIDUAL & GENERAL WASTEWATER DISCHARGE PERMIT ISSUANCE

2.5.1 Individual and General Wastewater Discharge Permit Duration

An individual or general wastewater discharge permit shall be issued for a specified time period not to exceed five years from the effective date of the permit. An individual or general wastewater discharge permit may be issued for a period less than five years at the discretion of the Treatment Facility Manager. Each individual or general wastewater discharge permit will indicate a specific date upon which it will expire.

2.5.2 Individual and General Wastewater Discharge Permit Contents

An individual or general wastewater discharge permit shall include such conditions as are deemed necessary by the Treatment Facility Manager to prevent Pass Through or Interference, protect the quality of the water body receiving the treatment plant's effluent, protect worker health and safety, facilitate sludge management and disposal, and protect against damage to the POTW.

- A. Individual and general wastewater discharge permits must contain:
1. A statement that indicates the individual and general wastewater discharge permit issuance date, effective date and expiration date;
 2. A statement that the individual and general wastewater discharge permit is non-transferable;
 3. Effluent limits, including BMPs if applicable, based on applicable Pretreatment Standards;
 4. Self-monitoring, sampling, reporting, notification, and record-keeping requirements. These requirements shall include an identification of pollutants (or BMPs) to be monitored, sampling location, sampling frequency, and sample type based on federal, State, and local law.
 5. The process for seeking a waiver from monitoring for a pollutant neither present nor expected to be present in the Discharge in accordance with Section 2.6.11(D).
 6. A statement of applicable civil and criminal penalties for violation of Pretreatment Standards and Requirements.
 7. A compliance schedule, if applicable. Such schedule may not extend the time for compliance beyond that required by applicable federal, State, or local law.
 8. Requirements to control Slug discharges, if determined to be necessary by the Treatment Facility Manager.

9. Requirements to report immediately to the Treatment Facility Manager any slug discharge or any changes at its facility affecting potential for a slug discharge.
 10. Any monitoring waiver(s) granted by the Treatment Facility Manager must be included as a condition in the User's permit or other control mechanism in accordance with Section 2.6.11(D).
 11. Requirements that the permittee notify the Treatment Facility Manager of changes in discharge 30-calendar days prior to the change. The Treatment Facility Manager may deny or conditionally approve the change based on the potential impact to the POTW.
- B. Individual and general wastewater discharge permits may contain the following conditions:
1. Limits on the average and/or maximum rate of discharge, time of discharge, and/or requirements for flow regulation and equalization;
 2. Requirements for the installation of pretreatment technology, pollution control, or construction of appropriate containment devices, designed to reduce, eliminate, or prevent the introduction of pollutants into the POTW;
 3. Requirements for the development and implementation of spill control plans or other special conditions including management practices necessary to adequately prevent accidental, unanticipated, or non-routine discharges;
 4. Development and implementation of waste minimization plans to reduce the amount of pollutants discharged to the POTW;
 5. A unit charge or schedule of User charges and fees for the management of the wastewater discharged to the POTW;
 6. Requirements for installation and maintenance of inspection, sampling and monitoring facilities and equipment, including flow measurement devices;
 7. A statement that compliance with the individual or general wastewater discharge permit does not relieve the permittee of responsibility for compliance with all applicable federal and State Pretreatment Standards, including those which become effective during the term of the individual or general wastewater discharge permit; and
 8. Any other conditions as deemed appropriate by the Treatment Facility Manager to ensure compliance with these Pretreatment Rules and Regulations, and federal and State law.

2.5.3 Permit Modification

- A. The Treatment Facility Manager may modify an individual or general wastewater discharge permit for good cause, including but not limited to, the following reasons:
1. To incorporate any new or revised federal, State, or local Pretreatment Standards or Requirements;
 2. To address significant alterations or additions to the User's operation, processes, or wastewater volume or character since the issuance of the individual or general wastewater discharge permit;
 3. A change in the POTW that requires either a temporary or permanent reduction or elimination of an authorized discharge;
 4. Information indicating that a permitted discharge poses a threat to the POTW, related personnel, receiving waters, or beneficial use of sludge;
 5. Violation of any terms or conditions of the individual or general wastewater discharge permit;
 6. Misrepresentations or failure to fully disclose all relevant facts in the individual or general wastewater discharge permit application or in required reporting;
 7. Revision of, or grant of variance from, categorical Pretreatment Standards pursuant to 40 CFR § 403.13; or
 8. To correct typographical or other errors in an individual or general wastewater discharge permit.

2.5.4 Individual and General Wastewater Discharge Permit Revocation

- A. The Treatment Facility Manager may revoke an individual or general wastewater discharge permit for good cause, including but not limited to, the following reasons:
1. Failure to notify the Treatment Facility Manager of significant changes to the wastewater prior to discharge;
 2. Failure to provide prior notification to the Treatment Facility Manager of changed conditions pursuant to Section 2.6.5 of these Pretreatment Rules and Regulations;
 3. Misrepresentation or failure to fully disclose all relevant facts in an individual or general wastewater discharge permit application;

4. Falsifying self-monitoring reports;
 5. Falsifying certification statements;
 6. Tampering with monitoring equipment;
 7. Refusing to allow the Treatment Facility Manager or his/her designee timely access to the facility premises and/or records;
 8. Failure to meet effluent limitations;
 9. Failure to pay fines and penalties;
 10. Failure to pay sewer charges and fees;
 11. Failure to meet compliance schedule deadlines;
 12. Failure to complete an industrial wastewater survey or an individual or general wastewater discharge permit application or reapplication;
 13. Violation of any Pretreatment Standard or Requirement, or any terms of an individual or general wastewater discharge permit or these Pretreatment Rules and Regulations; and
 14. Upon request by the permittee due to a change in ownership, or the business is moving or going out of business.
- B. Non-compliant Users will be notified of the proposed termination of their wastewater permit and will be offered an opportunity to show cause under these standards why the proposed action should not be taken. However, notwithstanding any other provisions of this Section, the Treatment Facility Manager may, at his/her sole discretion, immediately revoke any discharge permit where the discharge appears to present an imminent endangerment to the health or welfare of persons.
- C. Individual and general wastewater discharge permits shall be void upon cessation of operations or transfer of business ownership. All individual and general wastewater discharge permits issued to a User are void upon the issuance of a new individual or general wastewater discharge permit.

2.5.5 Individual and General Wastewater Discharge Permit Reissuance

A User with an expiring individual or general wastewater discharge permit shall apply for reissuance of an individual or general wastewater discharge permit by submitting a complete permit application, in accordance with Section 2.4.5 of these Pretreatment Rules and Regulations, 90-calendar days prior to the expiration of the User's existing individual or general wastewater discharge permit.

2.6 REPORTING REQUIREMENTS

2.6.1 Baseline Monitoring Reports (BMR)

- A. Baseline Monitoring Reports (BMR) shall contain sufficient data to determine if a User is subject to permitting under these Pretreatment Rules and Regulations. The Pretreatment Coordinator may periodically require Users to provide updated BMRs. Users are required to resubmit a BMR 30-calendar days prior to changing or adding a regulated process. A BMR should indicate whether Pretreatment Standards are being met on a consistent basis. If additional actions are necessary to meet standards, the User shall propose a compliance schedule designed to meet requirements.
- B. Within 180-calendar days of the effective date of a categorical Pretreatment Standard, or upon final administrative decision on a category determination under 40 CFR § 403.6(a)(4), whichever is later, existing CIUs shall submit to the Pretreatment Coordinator a report which contains the information listed in paragraph C. At least 90-calendar days prior to commencement of their discharge, New Sources and sources that become CIUs subsequent to the promulgation of an applicable categorical Standard, shall submit to the Pretreatment Coordinator a report which contains the information listed in paragraph C. A New Source shall report the method of pretreatment it intends to use to meet applicable categorical Pretreatment Standards. A New Source shall give estimates of its anticipated flow and quantity of pollutants to be discharged.
- C. Users subject to paragraphs (A) and (B) above shall submit the following information on a form provided by SVSD:
1. All information required in Sections 2.4.5(A)(1), 2.4.5(A)(2), 2.4.5(A)(3), and 2.4.5(A)(6).
 2. Measurement of pollutants.
 - a. The User shall provide the information required in Section 2.4.5(A)(7)(a-e).
 - b. The User shall collect a minimum of one sample of wastewater to compile the data necessary to comply with the requirements of this paragraph.
 - c. Samples should be taken immediately downstream from pretreatment facilities if such facilities exist, or immediately downstream from the regulated process if no pretreatment facilities exist. If other wastewaters are mixed with the regulated wastewater prior to pretreatment, the User should measure the flows and concentrations necessary to allow use of the Combined Wastestream Formula, as described in 40 CFR § 403.6(e), to evaluate compliance with Pretreatment Standards. Where an alternate concentration or mass limit has been calculated in accordance with

40 CFR § 403.6(e), this adjusted figure(s) along with supporting data shall be submitted to SVSD;

- d. Sampling and analysis shall be performed in accordance with Sections 2.6.10 and 2.6.11;
 - e. The Pretreatment Coordinator may allow the submission of a BMR which utilizes historical data so long as it provides information sufficient to determine the need for pretreatment measures; and
 - f. The BMR shall indicate the date, time, and place of sampling and methods of analysis, and shall be certified that such sampling and analysis is representative of normal work cycles and expected pollutant discharges to the POTW.
3. Compliance Certification – A statement, reviewed by the User’s Authorized Representative, as defined in Section 2.1.4(C), shall be submitted indicating whether Pretreatment Standards are being met on a consistent basis, and if not, whether additional operation and maintenance (O&M) and/or additional pretreatment is required to meet Pretreatment Standards and requirements.
 4. Compliance Schedule – If additional pretreatment and/or O&M is required to meet Pretreatment Standards, the User must propose a schedule by which the User will implement additional pretreatment and/or O&M. The completion date in this schedule shall not be later than the compliance date established for the applicable Pretreatment Standard. A compliance schedule pursuant to this Section must meet the requirements in Section 2.6.2 of these Pretreatment Rules and Regulations.
 5. Signature and Report Certification – All BMRs must be certified in accordance with Section 2.6.14(A) of these Pretreatment Rules and Regulations and signed by an Authorized Representative as defined in Section 2.1.4(C).

2.6.2 Compliance Schedule Progress Reports

The following conditions shall apply to a compliance schedule required by Section 2.6.1(C)(4) of these Pretreatment Rules and Regulations:

- A. A compliance schedule shall contain progress increments in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment facilities required to meet the applicable Pretreatment Standards. Such events may include, but are not limited to, hiring a design and engineering firm, completing preliminary and final plans, executing contracts for major components, commencing and completing construction, and beginning and conducting routine operations;

- B. No increment referred to above shall exceed nine (9) months;
- C. The User shall submit a progress report to the Pretreatment Coordinator no later than 14-calendar days following each deadline in the schedule, and the final date of compliance, including at a minimum, whether or not it complied with the increment of progress, the reason for any delay, and if applicable, steps being taken by the User to return to an established schedule; and
- D. In no event shall more than nine (9) months elapse between submittal of progress reports to the Pretreatment Coordinator.

2.6.3 Reports on Compliance with Categorical Pretreatment Standard Deadline

Within 90-calendar days following the date for final compliance with applicable categorical Pretreatment Standards, or in the case of a New Source, following commencement of the introduction of wastewater into the POTW, any User subject to such Pretreatment Standards and Requirements shall submit a report containing the information required by the Pretreatment Coordinator. For all other Users subject to categorical Pretreatment Standards expressed in terms of allowable pollutant discharge per unit of production (or other measure of operation), this report shall include the User's actual production during the appropriate sampling period. All compliance reports must be signed and certified in accordance with these Pretreatment Rules and Regulations. All sampling shall be conducted in conformance with Section 2.6.11.

2.6.4 Periodic Compliance Reports

- A. All SIUs must, at a frequency determined by the Pretreatment Coordinator, but no less than twice per year, submit periodic compliance reports indicating the nature and concentration of pollutants in the discharge which are limited by Pretreatment Standards and the measured or estimated average and maximum daily flows for the reporting period. In cases where the Pretreatment Standard requires compliance with a BMP or pollution prevention alternative, the User must submit documentation required by the Pretreatment Coordinator or the Pretreatment Standard sufficient to determine compliance.
- B. All periodic compliance reports must be signed and certified in accordance with Section 2.6.14(A) of these Pretreatment Rules and Regulations.

2.6.5 Reports of Changed Conditions

- A. Users must notify the Pretreatment Coordinator of any significant changes to the User's operations or procedures which might alter the nature, quality, or volume of its wastewater at least 30-calendar days before the change. Significant changes shall be considered to be changes beyond the typical operating range of the User, or changes that have the potential for significant impact to the POTW.

1. The Pretreatment Coordinator may require the User to submit such information deemed necessary to evaluate the changed condition, including the submission of an individual or general wastewater discharge permit application under Section 2.4.5 of these Pretreatment Rules and Regulations.
 2. The Treatment Facility Manager may issue an individual or general wastewater discharge permit or modify an existing individual or general wastewater discharge permit under Section 2.5.3 of these Pretreatment Rules and Regulations in response to changed or anticipated changing conditions.
- B. The Treatment Facility Manager may approve, or conditionally approve, or prohibit the discharge based on the effects the change may have on the POTW.

2.6.6 Reports of Slug/Accidental Discharge

- A. In the case of any discharge, including but not limited to, accidental discharges, discharges of a non-routine, episodic nature, a non-customary batch discharge, Slug Discharge or Slug Load, the User shall immediately notify the Pretreatment Coordinator of the incident either in person or by telephone. This notification shall include the location of the discharge, type of waste, concentration and volume if known, and corrective actions taken by the User.
- B. Within five-business days following such discharge, the User shall, unless waived by the Treatment Facility Manager, submit a detailed written report describing the cause(s) of the discharge and the measures to be taken by the User to prevent similar future occurrences. Such notification shall not relieve the User of any expense, loss, damage, or other liability which might be incurred as a result of damage to the POTW, natural resources, or any other damage to person or property, nor shall such notification relieve the User of any fines, penalties, or other liability which may be imposed pursuant to these Pretreatment Rules and Regulations.
- C. A notice shall be permanently posted on the User's bulletin board or other prominent place advising employees of who to call at SVSD in the event of a discharge described in paragraph A. Users shall ensure that all employees who, because of the nature of their work have the potential to cause or have knowledge of such discharge, are advised of emergency notification procedures.
- D. SIUs are required to notify the Pretreatment Coordinator immediately of any changes at its facility affecting the potential for Slug Discharge.

2.6.7 Reports from Unpermitted Users

All Users of SVSD, including those not required to obtain individual or general wastewater discharge permits, shall provide appropriate reports as required by the Pretreatment Coordinator.

Dental Dischargers must complete and submit a One-Time Compliance Report within 90-days of opening for business or by October 12, 2020, whichever comes first, in accordance with the requirements of 40 CFR § 441 and Section 2.3.5(B) of these Pretreatment Rules and Regulations.

2.6.8 Repeat Sampling Report

If sampling performed by a User indicates a violation of Pretreatment Standards or permit limits, the User must notify the Pretreatment Coordinator within 24 hours of becoming aware of the violation. The User shall repeat the sampling and analysis and submit the results of the repeat analysis to the Pretreatment Coordinator within 30-calendar days after becoming aware of the violation. Resampling by the User is not required if SVSD performs sampling within 30-calendar days of the Users initial sample.

If sampling conducted by SVSD indicates a violation, SVSD will notify the User and conduct resampling within 30-calendar days, or require the User to resample within 30-calendar days. The Pretreatment Coordinator may require the User to submit a five-day report, per the requirements of Section 2.6.6(B).

2.6.9 Notification of Discharge of Hazardous Waste

- A. Any User who discharges to the POTW a waste, that if otherwise disposed would be a hazardous waste as defined by 40 CFR § 261, shall notify, in writing, the Treatment Facility Manager, the EPA Regional Waste Management Division Director, and State hazardous waste authorities. Such notification must include the name of the hazardous waste as described in 40 CFR § 261, the EPA hazardous waste number, and the type of discharge (continuous, batch, or other). If the User discharges to the POTW more than 100 kilograms of such waste per calendar, the notification also shall contain the following information to the extent such information is known and readily available: 1) identification of the hazardous constituents contained in the wastes; 2) an estimation of the mass and concentration of such constituents in the wastestream discharged during that calendar month; and 3) an estimation of the mass of constituents in the wastestream expected to be discharged during the following 12 months. All notifications must take place no later than 180-calendar days after the discharge commences.

Any notification under this paragraph needs to be submitted only once for each hazardous waste discharged. Notification of changed conditions must be submitted under Section 2.6.5 of these Pretreatment Rules and Regulations. The notification requirement in this Section does not apply to pollutants already reported by Users subject to categorical Pretreatment Standards under Sections 2.6.1, 2.6.3, and 2.6.4 of these Pretreatment Rules and Regulations.

- B. Dischargers are exempt from the requirements of paragraph (A) during calendar months in which they discharge no more than 15 kilograms of hazardous wastes, unless the wastes are defined as acute hazardous wastes in 40 CFR § 261.30 (d) and § 261.33 (e). Discharge of more than 15 kilograms of non-acute hazardous wastes in

a calendar month, or any quantity of acute hazardous wastes, requires a one-time notification. Subsequent months during which the User discharges more than previously reported quantities of any hazardous waste do not require additional notification.

- C. In accordance with 40 CFR 403.8(f)(2)(iii), prior to promulgation of new regulations under Resource Conservation and Recovery Act (RCRA) subtitle C and D, SVSD will notify Users potentially impacted by the new regulations.
- D. In accordance with 40 CFR 403.12 (p)(3), within 90-calendar days of the effective date of such regulations, Users must notify the Treatment Facility Manager, the EPA Regional Waste Management Waste Division Director, and State hazardous waste authorities of the discharge of such substances.
- E. In the case of any notification made under this Section, the User shall certify that it has a program in place to reduce the volume and toxicity of hazardous wastes generated to the degree it has determined to be economically feasible.
- F. This provision does not create a right to discharge any substance not otherwise permitted by these Pretreatment Rules and Regulations, a permit issued thereunder, or any applicable federal or State law.

2.6.10 Analytical Requirements

- A. All pollutant analyses, including sampling techniques, to be submitted as part of an individual or general wastewater discharge permit application or report shall be performed in accordance with the procedures described in 40 CFR § 136 and amendments thereto, unless otherwise specified in an applicable categorical Pretreatment Standard. If 40 CFR § 136 does not contain sampling or analytical techniques for the pollutant in question, or if EPA determines that 40 CFR § 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analyses shall be performed using validated analytical methods or other applicable sampling and analytical procedures, including procedures suggested by the Pretreatment Coordinator.
- B. All laboratory samples collected in compliance with these Pretreatment Rules and Regulations shall be performed by a laboratory certified by the Utah Bureau of Laboratory Improvements or another certified lab approved by the Treatment Facility Manager.

2.6.11 Sample Collection

Samples collected to satisfy reporting requirements must be obtained through appropriate sampling procedures, performed during the period covered by the report, and based on data that is representative of conditions occurring during the reporting period.

- A. Except as indicated in paragraphs (B) and (C) below, the User must collect wastewater samples using 24-hour flow-proportional composite sampling techniques, unless time-proportional composite sampling or grab sampling is authorized by the Pretreatment Coordinator. Where time-proportional composite sampling or grab sampling is authorized, the samples must be representative of the discharge. Using protocols (including appropriate preservation) specified in 40 CFR § 136 and appropriate EPA guidance, multiple grab samples collected during a 24-hour period may be composited prior to analysis as follows: for cyanide, total phenols, and sulfides, the samples may be composited in the laboratory or in the field; for volatile organics and oil and grease, the samples may be composited in the laboratory. Composite samples for other parameters unaffected by the compositing procedures as documented in approved EPA methodologies may be authorized by the Pretreatment Coordinator, as appropriate. In addition, grab samples may be utilized to show compliance with Instantaneous Limits.
- B. Samples to be analyzed for oil and grease, temperature, pH, cyanide, total phenols, sulfides, and volatile organic compounds must be obtained using grab collection techniques.
- C. For sampling required in support of BMR and 90-day compliance reports required in Sections 2.6.1 and 2.6.3, a minimum of four grab samples must be used for pH, cyanide, total phenols, oil and grease, sulfide and volatile organic compounds for Users for which historical sampling data do not exist. For Users that batch discharge, or for which historical sampling data are available, the Pretreatment Coordinator may authorize a lower minimum. For reports required by Section 2.6.4, the User is required to collect the number of grab samples necessary to assess and assure compliance by with applicable Pretreatment Standards and Requirements.
- D. The Treatment Facility Manager may authorize a User subject to a categorical Pretreatment Standard to forego sampling of a pollutant regulated by a categorical Pretreatment Standard if the User has demonstrated through sampling and other technical factors that the “pollutant is neither present nor expected to be present” (hereafter referred to as “pollutant not present”) in the discharge, or is present only at background levels from intake water without any increase in the pollutant due to the processes and activities of the User. This authorization is subject to the following conditions:
1. The waiver may be authorized where a pollutant is determined to be present in non-regulated sanitary wastewater discharged from the facility provided that the sanitary wastewater includes no regulated process wastewater.
 2. The monitoring waiver is valid only for the duration of the term of an individual or general wastewater discharge permit, but in no case longer than five years. The User must submit a new request for the waiver before the waiver can be granted for each subsequent individual or general wastewater discharge permit.

3. In making a demonstration that a pollutant is not present, the User must provide data from at least one sampling of the facility's process wastewater prior to any treatment performed at the facility that is representative of all wastewater from all processes.
 4. The request for a monitoring waiver must be signed by the Authorized Representative of the User, and include the certification statement in 2.6.14(A).
 5. Non-detect sample results may be used only as a demonstration that a pollutant is not present if an EPA approved method from 40 CFR § 136 with the lowest minimum detection level for that pollutant was used in the analysis.
 6. Any grant of a monitoring waiver by the Treatment Facility Manager must be included in the User's permit. The reasons supporting the waiver and any information submitted by the User in its request for the waiver must be maintained by the Treatment Facility Manager for three years after expiration of the waiver.
 7. Upon approval of the monitoring waiver and revision of the User's permit by the Treatment Facility Manager, the User must certify on each report with the statement in Section 2.6.14(C), that there has been no increase in the pollutant in its wastestream due to activities of the User.
 8. In the event a waived pollutant is found to be present or is expected to be present because of changes that occur in the User's operations, the User must immediately: Comply with the monitoring requirements of Section 2.6.4 of these Pretreatment Rules and Regulations or other more frequent monitoring requirements imposed by the Treatment Facility Manager and notify the Pretreatment Coordinator.
 9. This provision does not supersede certification processes and requirements established in categorical Pretreatment Standards, except as otherwise specified in the categorical Pretreatment Standard.
- E. All wastewater samples must be representative of the User's discharge. Wastewater monitoring and flow measurement facilities and equipment shall be properly calibrated, operated, and maintained at all times. The failure of a User to keep its monitoring facility in good working order shall not be grounds for the User to claim that sample results are unrepresentative of its discharge.
- F. If a User subject to the reporting requirement in this Section monitors any regulated pollutant at the permit identified location more frequently than is required by the Pretreatment Coordinator, using the procedures prescribed in Section 2.6.10 of these

Pretreatment Rules and Regulations, the results of this monitoring shall be reported to SVSD.

2.6.12 Date of Receipt of Reports

Written reports will be deemed to have been submitted on the date postmarked. For reports, which are not mailed, postage prepaid, into a mail facility serviced by the United States Postal Service, the date of receipt of the report by SVSD shall govern.

2.6.13 Recordkeeping

Users subject to the reporting requirements of these Pretreatment Rules and Regulations shall retain and make available for inspection and copying all records of information obtained pursuant to any monitoring activities required by these Pretreatment Rules and Regulations, any additional records of information obtained pursuant to monitoring activities undertaken by the User independent of such requirements, and documentation associated with BMPs established under Section 2.2.4(D). Records shall include the date, exact place, method and time of sampling, and the name of the person(s) taking the samples, the dates analyses were performed, who performed the analyses, the analytical techniques or methods used, and the results of such analyses. These records shall remain available for a period of at least three years. This period shall be automatically extended for the duration of any litigation to which the User or SVSD are parties, or where the User has been specifically notified of a longer retention period by the Pretreatment Coordinator.

2.6.14 Certification Statements

A. Certification of Permit Applications, User Reports, and Initial Monitoring Waiver

The following certification statement must be signed and submitted by Users submitting permit applications in accordance with Section 2.4.6; Users submitting BMRs under Section 2.6.1; Users submitting reports on compliance with the categorical Pretreatment Standard deadlines under Section 2.6.3; Users submitting periodic compliance reports required by Section 2.6.4, Users submitting an initial request to forego sampling of a pollutant on the basis of Section 2.6.11(D), and Users submitting One-Time Compliance Reports required by Section 2.3.5(B). The following certification statement must be signed by an Authorized Representative:

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

B. Annual Certification for Non-Significant Categorical Industrial Users (NSCIU)

A facility determined to be a Non-Significant Categorical Industrial Users (NSCIU) by the Treatment Facility Manager pursuant to Section 2.1.4(OOO)(3) and 2.4.6(C) must annually submit the following certification statement signed in accordance with signatory requirements of 2.1.4(C). This certification must accompany an alternative report required by the Treatment Facility Manager.

Based on my inquiry of the person or persons directly responsible for managing compliance with the categorical Pretreatment Standards under 40 CFR _____ [specify applicable National Pretreatment Standard Part(s)], I certify that, to the best of my knowledge and belief, during the period of time from _____, _____ to _____, _____ (month/day/year):

1. *The facility described as _____ (facility name) met the definition of a Non-Significant Categorical Industrial User as described in Section 2.1.4(OOO)(3);*
2. *The facility complied with all applicable Pretreatment Standards and Requirements during this reporting period;*
3. *The facility never discharged more than 100 gallons of total categorical wastewater on any given day during this reporting period; and*
4. *The facility during the reporting period never discharged untreated concentrated wastewater.*

This compliance certification is based on the following information.

C. Certification of Pollutants Not Present

Users that have an approved monitoring waiver based on Section 2.6.11(D) must certify on each periodic compliance report required under Section 2.6.4 using the following statement which asserts that there has been no increase in the waived pollutant in its wastestream due to activities of the User.

Based on my inquiry of the person or persons directly responsible for managing compliance with the Pretreatment Standard for 40 CFR _____ [specify applicable National Pretreatment Standard Part(s)], I certify that, to the best of my knowledge and belief, there has been no increase in the level of _____ [list pollutant(s)] in the wastewaters due to the activities at the facility since filing of the last periodic compliance report under Section 2.6.4(A).”

2.7 COMPLIANCE MONITORING

2.7.1 Right of Entry: Inspection and Sampling

The Treatment Facility Manager or his/her designee shall have the right to enter the premises of any User during its hours of operation to determine whether the User is complying with requirements of these Pretreatment Rules and Regulations and individual or general wastewater discharge permit requirements or orders issued hereunder. Users shall allow the Treatment Facility Manager ready access to all parts of the premises for the purposes of inspection, sampling, records examination and copying, photographic and other image documentation, and the performance of any additional duties.

- A. Where a User has security measures in place which require identification and clearance before entry into its premises, the User shall make necessary arrangements so that, upon presentation of identification, the Treatment Facility Manager shall be permitted to enter without delay.
- B. The Treatment Facility Manager, EPA, and employees and agents of the State shall have the right to set up on the User's property, or require installation of, devices as are necessary to conduct monitoring, sampling, and/or metering of the User's operations.
- C. The Treatment Facility Manager may require the User to install monitoring equipment as necessary. Unless otherwise provided, the User's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the User at its own expense. All devices used to measure wastewater flow and quality shall be calibrated at least annually or as instructed per the manufacturer's requirements, to ensure their accuracy.
- D. Any temporary or permanent obstruction to safe and easy access to a User's facilities shall be promptly removed by the User at the written or verbal request of the Treatment Facility Manager and shall not be replaced. The costs of clearing such access shall be borne by the User.
- E. Delays in allowing the Treatment Facility Manager access to the User's premises shall be a violation of these Pretreatment Rules and Regulations.
- F. The location of monitoring facilities shall provide ample room in or near the monitoring facilities to allow accurate sampling and preparation of samples and analysis. Whether constructed on public or private property, the monitoring facilities shall be provided in accordance with SVSD's Design Standards and Construction Specifications. Such facilities shall be constructed and maintained in a manner that enables the Treatment Facility Manager to perform independent monitoring activities.

- G. All SIUs are inspected at least annually including review of facilities and reports. Inspections are not typically announced to the User in advance.

2.7.2 Search Warrants

If the Treatment Facility Manager or his/her designee have been refused access to a building, structure, property, or any portion thereof, and is able to demonstrate probable cause that there are violations of these Pretreatment Rules and Regulations, or that there is a need to inspect and/or sample as part of a routine SVSD inspection and sampling program designed to verify compliance with these Pretreatment Rules and Regulations or any permit or order issued hereunder, or to protect the overall public health, safety, and welfare of the community, the Treatment Facility Manager, in consultation with the General Manager, may seek issuance of a search warrant from a court of competent jurisdiction.

2.8 SECTOR CONTROL PROGRAM

2.8.1 Applicability

The following Section is applicable to Commercial and Industrial Users that have the potential to discharge deleterious wastewater containing elevated levels of fats, oil, and grease (FOG), petroleum hydrocarbons, or solids (food waste, sand/grit, etc.) into the POTW.

All Users subject to this Section are required to obtain a Sector Control wastewater discharge permit unless granted a variance by SVSD. Wastewater discharge permits issued under the Sector Control Program may contain numeric and/or BMP discharge limitations specific to the User. Any variance from the requirements set forth in this Section must be approved in writing by SVSD. Terms of Sector Control wastewater discharge permits are fully enforceable under SVSD's Enforcement Response Plan (ERP).

2.8.2 Interceptor Installation Requirements and Specifications

- A. Grease, Sand/Oil, and Hydromechanical Grease Interceptors, or equivalent SVSD approved devices shall be required of any User when the Treatment Facility Manager determines they are necessary for the proper mitigation of wastewater containing FOG, petroleum oil, and/or solids, except that such interceptors shall not be required for Dwelling Units.
- B. All construction plans and drawings for interceptors and sampling manholes shall be submitted to SVSD for review and approval prior to installation. All interceptors shall be of a type, construction, and capacity required by SVSD Design Standards and Construction Specifications, unless a variance is granted by SVSD.
- C. All interceptors and sampling manholes shall be installed and located so as to be readily accessible for cleaning and inspection. Interceptor and sampling manholes should not be located in drive-throughs or parking spaces.
- D. All interceptors shall be constructed of impervious materials, capable of withstanding abrupt and extreme changes in temperature. They shall be of substantial construction, water tight, and equipped with easily removable covers which are gas and water tight.
- E. Existing Users may have up to one (1) year after receiving notification from the Treatment Facility Manager to install a grease interceptor where required by this Section.

2.8.3 FOG Waste Discharge Limits and Prohibitions

- A. It shall be unlawful to discharge within SVSD jurisdiction any non-domestic wastewater, commercial or industrial waste, except where suitable pretreatment has been provided as required by these Pretreatment Rules and Regulations. The

following general limits, prohibitions, and conditions are applicable to Users subject to this Section:

1. Operation of an interceptor with FOG and solids (floating + settled materials) accumulation exceeding 25 percent of the design hydraulic depth of the interceptor is prohibited, unless granted a variance by SVSD.
2. Installation and use of food grinders (garbage disposals) in new and/or remodeled FSE's is discouraged.
3. Emulsifiers, enzymes or degreasers shall not be added as sewer treatment to any plumbing leading an interceptor.
4. The disposal of cooking oil (yellow grease) into the POTW is prohibited. All waste cooking oils shall be collected, stored in labeled receptacles such as barrels or drums for recycling or other acceptable methods of disposal.
5. The discharge of waste from toilets, urinals, washbasins, and other fixtures containing human excrement into sewer lines connected to an interceptor is prohibited.
6. The discharge into the POTW of any waste containing FOG and solid materials that was previously removed from an interceptor is prohibited. Wastes removed from interceptors must be hauled off and properly disposed in compliance with governing laws.
7. The Pretreatment Coordinator may require visual (Closed Circuit Television) monitoring at the User's expense, in order to investigate conditions of a User's private sewer lateral and lines downstream.

2.8.4 Kitchen Best Management Practices (BMP) Requirements

All food service establishments (FSE) shall be required, at a minimum, to implement and comply with the following kitchen BMPs, where applicable:

- A. Drain screens (strainers) shall be installed on all sink drains, floor sinks, and any other drainage fixtures in food preparation and dishwashing areas.
- B. All waste cooking oil shall be collected and stored properly in recycling receptacles such as barrels or drums, and prevented from being discharged to the POTW. Such recycling receptacles shall be maintained properly to ensure that they do not leak.
- C. All garbage and food waste shall be disposed of in trash bins and containers, and prevented from being discharged to the POTW. Food waste should be disposed of in lined trash containers to prevent leakage and odors.

- D. Employee Training: Employees of FSEs shall be trained twice each calendar year in, at a minimum, the following areas:
1. How to dry wipe/scrape dirty pots, pans, dishware, service ware, and work areas into the trash before dishwashing.
 2. How to properly dispose of garbage, food waste and solids in lined plastic bags prior to disposal in trash bins or containers to prevent leaking and odors.
 3. The location and use of absorbent products to clean under fryer baskets and other locations where FOG may spill or accumulate.
 4. How to properly dispose of cooking oil from fry equipment into a FOG receptacle such as a barrel or drum without spilling.
 5. Training shall be documented and employee signatures recorded indicating each employee's attendance and understanding of the practices reviewed. Training records shall be available for review at any time by the Pretreatment Coordinator.
- E. Exhaust hoods and filters shall be maintained in good operating condition utilizing frequent cleaning practices. The wastewater generated from cleaning exhaust hoods and filters shall be properly disposed.
- F. Approved educational signage, posters or similar information in appropriate language(s) shall be prominently displayed in the food preparation and dishwashing areas that describes methods to minimize the amount of waste food and FOG entering the POTW.
- G. Absorbent materials shall be placed under fryers and other areas where FOG typically or frequently drips or spills.
- H. Covered containers shall be used to transport FOG to prevent spills.
- I. FOG containers shall be emptied before they are full to avoid accidental or incidental spills.

2.8.5 Interceptor Operation and Maintenance Requirements

All interceptors shall be operated in accordance with standard industry practices and manufacturer's specifications. The maintenance frequency of interceptors shall be determined by the following:

- A. Where installed, an interceptor shall be fully maintained by the User at its sole expense, in a regular, efficient manner at all times subject to SVSD inspection and approval.

- B. Outdoor in-ground gravity grease interceptors shall be maintained in efficient operating condition by the periodic removal of the full contents of the interceptor. Interceptors shall be fully pumped out and cleaned at a frequency such that the combined floating and settled contents does not exceed 25 percent of the design hydraulic depth of the Interceptor, unless a variance is granted by SVSD.
- C. Floating and settled contents (solids) of indoor under-sink hydromechanical grease interceptors (HGI) shall be removed (cleaned) at least once every 30 calendar days, and more often if necessary. Users shall maintain, and make available to the Pretreatment Coordinator upon request, a record of HGI cleaning, which includes the date of cleaning and name of individual or company who performed the cleaning.
- D. If an interceptor is at any time observed by the Pretreatment Coordinator to contain floating and settled FOG accumulation in excess of 25 percent, the user shall be required to have the interceptor serviced as soon as possible, but no later than seven (7) calendar days, such that all FOG, solids, and other materials are completely removed from the interceptor.
- E. The owner/landlord of property on which a Common Interceptor is located shall be primarily responsible for the maintenance, upkeep, and repair of the interceptor.

2.8.6 Notification Requirements

A Commercial and Industrial User shall comply with the following notification requirements:

- A. Users shall notify the Pretreatment Coordinator in writing at least 60-calendar days prior to any facility expansion and/or remodeling or process modifications that may result in new or substantially increase or change in the nature of the discharge. The User shall submit any information requested by the Pretreatment Coordinator for evaluation of the effect of such expansion and/or remodeling or process modifications on the User's discharge to the POTW.

2.8.7 Record-Keeping Requirements

The following records shall be maintained by the User for no less than three years and shall be made available to the Pretreatment Coordinator upon request:

- A. A record of interceptor cleaning and maintenance, including:
 - 1. Dates inspected;
 - 2. Name of interceptor service provider;
 - 3. Dates serviced.
- B. A record of FSE Kitchen BMPs implementation, including employee training.
- C. Copies of records and manifests for hauling of interceptor contents, including:

1. Name of waste hauler and disposal site;
2. Name and signature of operator performing the cleaning;
3. Documentation of volume (gallons) removed;
4. Documentation if repairs to the interceptor are needed.

2.8.8 Inspections and Sampling

Users are inspected and sampled at a frequency determined by SVSD to evaluate compliance with these Pretreatment Rules and Regulations. The purpose of inspections and samples are as follows:

- A. To verify if Users are complying with Pretreatment Rules and Regulations;
- B. To collect and analyze samples and compare results to established discharge limitations;
- C. To provide evidence in support of enforcement actions;
- D. To verify correction of problems;
- E. To maintain records of User discharge constituents; and
- F. To provide data in order to calculate surcharge fees.

2.9 CONFIDENTIAL INFORMATION

User information and data obtained from surveys, individual or general wastewater discharge permit applications, reports, and monitoring activities shall be made available to the public unless the User specifically requests confidentiality, and is able to demonstrate to the satisfaction of the General Manager and/or SVSD Attorney that the release of such information would divulge information, processes, or methods of production entitled to protection as trade secrets under applicable State law. Any confidentiality request must be asserted at the time of submission of the information or collection of the data.

When sufficiently demonstrated by the User that certain information and data should be held confidential, the portions of documents which contain trade secrets, etc. shall not be made available for inspection by the public.

Any and all information and data shall be made available immediately upon request to a bona fide government agency for uses related to the IPP or a UPDES permit, and in enforcement proceedings involving the User.

Wastewater constituents and characteristics and other effluent data, as defined in 40 CFR § 2.302 shall not be recognized as confidential information and shall be made available to the public without restriction.

Only finalized Compliance Orders and/or penalty documents are to be made available to the public. All draft documents related to enforcement action negotiations and penalty calculations are to remain confidential to the public.

2.10 PUBLICATION OF USERS IN SIGNIFICANT NONCOMPLIANCE

The Treatment Facility Manager shall publish annually, in a newspaper of general circulation or website that provides meaningful public notice within the jurisdiction served by SVSD, a list of the Users which, at any time during the previous 12 months were in Significant Noncompliance with applicable Pretreatment Standards and Requirements. The term Significant Noncompliance, as defined below, shall be applicable to all SIUs, and any User that violates paragraphs (C), (D) or (H) of this Section.

- A. Chronic violations of wastewater discharge limits, defined here are those in which 66 percent or more of all the measurements taken for the same pollutant during a six-month period exceeded (by any magnitude) a numeric Pretreatment Standard or Requirement, including Instantaneous Limits as defined in Section 2.2.
- B. Technical Review Criteria (TRC) violations, defined here are those in which 33 percent or more of wastewater measurements taken for the same pollutant parameter during a six-month period equals or exceeds the product of the numeric Pretreatment Standard or Requirement including Instantaneous Limits, as defined by Section 2.2 multiplied by the applicable TRC criteria (TRC=1.4 for BOD, TSS, fats, oil, and grease, 1.2 for all other pollutants except pH);
- C. Any other violation of a Pretreatment Standard or Requirement as defined by Section 2.2 (Daily Maximum, long-term average, Instantaneous Limit, or narrative standard) that the Treatment Facility Manager determines had caused, alone or in combination with other discharges, Interference or Pass Through, including endangering the health of POTW personnel or the general public;
- D. Any discharge of a pollutant that has caused imminent endangerment to the public or to the environment, or has resulted in SVSD's exercise of its emergency authority to halt or prevent such discharge;
- E. Failure to meet, within 90-calendar days after the scheduled date, a compliance schedule milestone contained in an individual and general wastewater discharge permit or enforcement order for starting construction, completing construction or attaining final compliance;
- F. Failure to provide within 45-calendar days after the due date, required reports, including baseline monitoring reports, reports on compliance with categorical Pretreatment Standard deadlines, periodic self-monitoring reports, and reports on compliance with compliance schedules;
- G. Failure to accurately report noncompliance; or
- H. Any other violation or group of violations, which may include a violation of BMPs, which the Treatment Facility Manager determines will adversely affect the operation or implementation of the local Pretreatment Program.

2.11 ADMINISTRATIVE ENFORCEMENT REMEDIES

Nothing in this Section shall limit the authority of the Treatment Facility Manager to take multiple enforcement actions against a User for the same violation, as allowed by law.

2.11.1 Notices of Violation

When the Treatment Facility Manager finds that a User has violated any provision of these Pretreatment Rules and Regulations, an individual or general wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or requirement, the Treatment Facility Manager may serve upon that User a written Notice of Violation. Within 15-business days of the receipt of such notice, an explanation of the violation and a plan for the satisfactory correction and prevention thereof, to include specific required actions, shall be submitted by the User to the Treatment Facility Manager.

Submission of such a plan in no way relieves the User of liability for any violations occurring before or after receipt of the Notice of Violation.

2.11.2 Show Cause Hearings

The Treatment Facility Manager may order a User which has violated any provision of these Pretreatment Rules and Regulations, an individual or general wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or requirement, to appear before the Treatment Facility Manager and show cause why a proposed enforcement action should not be taken. Notice shall be served on the User specifying the time and place for the hearing, the proposed enforcement action, and the reasons for such action. The notice of the hearing shall be served personally or by registered or certified mail (return receipt requested) at least 15-business days prior to the hearing. Such notice may be served on any Authorized Representative of the User.

2.11.3 Consent Orders

The Treatment Facility Manager may enter into Consent Orders, assurances of compliance, or other similar documents establishing an agreement with a User responsible for noncompliance. Such documents shall include specific action to be taken by the User to correct the noncompliance within a time period specified by the document. Such documents shall have the same force and effect as the administrative orders issued pursuant to Sections 2.11.4 and 2.11.5 of these Pretreatment Rules and Regulations and shall be judicially enforceable.

2.11.4 Compliance Orders

When the Treatment Facility Manager finds that a User has violated any provision of these Pretreatment Rules and Regulations, an individual or general wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or requirement, the Treatment Facility Manager may issue an order directing the User to come into compliance within a specified time. If the User does not come into compliance within the specified time, sewer service may be discontinued. Compliance orders should contain requirements to address the noncompliance,

including installation and proper operation of adequate treatment facilities, devices, and related appurtenances, additional self-monitoring and management practices designed to minimize the amount of pollutants discharged to the sewer. A compliance order may not extend the deadline for compliance established for a Pretreatment Standard or requirement, nor does a compliance order relieve the User of liability for any violation, including any continuing violation.

2.11.5 Cease and Desist Orders

When the Treatment Facility Manager finds that a User has violated any provision of these Pretreatment Rules and Regulations, an individual or general wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or requirement, or that the User's past violations are likely to recur, the Treatment Facility Manager may issue an order to the User directing it to cease and desist all such violations, directing the User to:

- A. Immediately comply with all requirements; and
- B. Take such appropriate remedial or preventive action as may be needed to properly address a continuing or threatened violation, including ceasing operations and/or terminating discharge.

2.11.6 Emergency Suspensions

The Treatment Facility Manager may immediately suspend a User's discharge, after notice to the User, whenever such suspension is necessary to stop an actual or threatened discharge, which appears to present or cause an imminent or substantial endangerment to the health or welfare of persons. The Treatment Facility Manager may also immediately suspend a User's discharge, after notice and opportunity to respond, that threatens to interfere with the operation of the POTW, or which presents, or may present, an endangerment to the environment.

- A. Any User notified of a suspension of its discharge shall immediately stop or eliminate its contribution. In the event of a User's failure to immediately comply voluntarily with the suspension order, the Treatment Facility Manager may take such steps as deemed necessary, including immediate severance of the sewer connection, to prevent or minimize damage to the POTW, its receiving stream, or endangerment to any persons. The Treatment Facility Manager may allow the User to recommence its discharge when the User has demonstrated to the satisfaction of the Treatment Facility Manager that the period of endangerment has passed, unless the termination proceedings in Section 2.11.7 of these Pretreatment Rules and Regulations are initiated against the User.
- B. A User that is responsible, in whole or part, for any discharge presenting imminent endangerment shall submit a detailed written statement describing the causes of the harmful contribution and the measures taken to prevent any future occurrence, to the Treatment Facility Manager prior to the date of any show cause or termination hearing under Sections 2.11.2 or 2.11.7 of these Pretreatment Rules and Regulations.

2.11.7 Termination of Discharge

In addition to the provisions in Section 2.5.4 of these Pretreatment Rules and Regulations, any User who violates the following conditions is subject to discharge termination:

- A. Violation of individual or general wastewater discharge permit conditions;
- B. Failure to accurately report the wastewater constituents and characteristics of its discharge;
- C. Failure to report significant changes in operations or wastewater volume, constituents, and characteristics prior to discharge;
- D. Refusal of access to the User's premises for the purpose of inspection, monitoring, or sampling; or
- E. Violation of the Pretreatment Standards in Section 2 of these Pretreatment Rules and Regulations.

Such User will be notified of the proposed termination of its discharge and be offered an opportunity to show cause under Section 2.11.2 of these Pretreatment Rules and Regulations why the proposed action should not be taken.

2.12 JUDICIAL ENFORCEMENT REMEDIES

2.12.1 Injunctive Relief

When the Treatment Facility Manager finds that a User has violated any provision of these Pretreatment Rules and Regulations, an individual or general wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or requirement, the Treatment Facility Manager may petition a court of competent jurisdiction through SVSD's Attorney for the issuance of a temporary or permanent injunction, as appropriate, which restrains or compels compliance with the individual or general wastewater discharge permit, order, or other requirement imposed by these Pretreatment Rules and Regulations. The Treatment Facility Manager may also seek other actions as are appropriate for legal and/or equitable relief, including an option that the User enter into a supplemental environmental project.

2.12.2 Civil Penalties

- A. A User who has violated any provision of these Pretreatment Rules and Regulations, an individual or general wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or requirement shall be liable to SVSD for a maximum civil penalty not to exceed \$10,000, per violation, per day. In the case of violations of a monthly or other long-term average discharge limit, penalties shall accrue for each day during the period of the violation.
- B. SVSD may file a suit in court to impose, assess, and recover civil penalties together with actual damages.
- C. SVSD may recover attorneys' fees, court costs and other expenses associated with enforcement activities, including sampling and monitoring expenses, and the cost of actual damages incurred by SVSD.
- D. In determining the amount of civil liability the court may take into account all relevant circumstances, including but not limited to, the extent of harm caused by the violation, the magnitude and duration of the violation, any economic benefit gained by the User as a result of the violation, corrective actions taken by the User, and the User's compliance history.

2.12.3 Criminal Prosecution

SVSD may refer to the State of Utah suspected criminal violations of these Pretreatment Rules and Regulations and/or permit conditions. The Utah Attorney General and/or the Salt Lake County District Attorney may, at their discretion, initiate appropriate criminal action. SVSD may assist the prosecuting attorney's office where appropriate to support the actions taken.

- A. A User who willfully or negligently violates any provision of these Pretreatment Rules and Regulations, an individual or general wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or requirement shall, upon

conviction, be guilty of a misdemeanor, punishable by a fine of not more than \$25,000, per violation, per day, or imprisonment for not more than 90-calendar days, or both.

- B. A User who willfully or negligently introduces any substance into the POTW which causes personal injury or property damage shall, upon conviction, be guilty of a misdemeanor and be subject to a penalty of not more than \$25,000, per violation, per day, or be subject to imprisonment for not more than one year, or both. This penalty shall be in addition to any other cause of action for personal injury or property damage available under State law.
- C. A User who knowingly makes any false statements, representations, or certifications in any application, record, report, plan, or other documentation filed or required to be maintained pursuant to these Pretreatment Rules and Regulations, individual or general wastewater discharge permit, or order issued hereunder, or who falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required under these Pretreatment Rules and Regulations shall, upon conviction, be punished by a fine of not more than \$25,000, per violation, per day, or imprisonment for not more than six months, or both.
- D. In the event of a second conviction, a User shall be punished by a fine of not more than \$50,000 per violation, per day, or imprisonment for not more than one year, or both.

2.12.4 Remedies Nonexclusive

The remedies provided for in these Pretreatment Rules and Regulations are not exclusive. SVSD may take any, all, or a combination of these actions against a noncompliant User. Enforcement of pretreatment violations will be in accordance with SVSD's enforcement response plan (SVSD Pretreatment Procedures Manual – Chapter 7). However, SVSD may take other actions against any User when the circumstances warrant. Further, SVSD is empowered to take more than one enforcement action against any noncompliant User.

2.13 SUPPLEMENTAL ENFORCEMENT ACTION

2.13.1 Payment of Outstanding Fees and Penalties

The Treatment Facility Manager may decline to issue or reissue an individual or general wastewater discharge permit to any User who has failed to pay outstanding fees, fines or penalties incurred as a result of any provision of these Pretreatment Rules and Regulations, a current or expired individual or general wastewater discharge permit, or order issued hereunder.

2.13.2 Referral for State Action

SVSD may refer to the State's Division of Water Quality and Attorney General violations of the Utah Water Quality Act, Title 19, Chapter 5, U.C.A. (1953, as amended) and/or any other applicable law.

2.14 AFFIRMATIVE DEFENSES TO DISCHARGE VIOLATIONS

2.14.1 Upset

- A. An Upset, as defined in Sections 2.1.4 (ZZZ) of these Pretreatment Rules and Regulations, shall constitute an affirmative defense to an action brought for noncompliance with categorical Pretreatment Standards if the requirements of paragraph (B) are met.
- B. A User who wishes to establish an affirmative defense for Upset shall demonstrate, through properly signed, contemporaneous operating logs, or other relevant evidence that:
 - 1. The Upset occurred and the User can identify the cause(s) of the Upset;
 - 2. The facility was at the time of the Upset was being operated in a prudent and workman-like manner and in compliance with applicable operation and maintenance procedures; and
 - 3. The User submitted the following information to the Treatment Facility Manager or Pretreatment Coordinator within 24 hours of becoming aware of the Upset, followed by a written submission within five-business days:
 - a. A description of the indirect discharge and cause of noncompliance;
 - b. The period of noncompliance, including exact dates and times or, if not corrected, the anticipated time the noncompliance is expected to continue; and
 - c. Steps being taken and/or planned to reduce, eliminate, and prevent recurrence of the noncompliance.
- C. In any enforcement proceeding the User seeking to establish the occurrence of an Upset shall have the burden of proof.
- D. Users shall have the opportunity for a judicial determination on any claim of Upset only if an enforcement action is brought for noncompliance with categorical Pretreatment Standards.
- E. Users shall control production of all discharges to the extent necessary to maintain compliance with categorical Pretreatment Standards upon reduction, loss, or failure of its treatment facility until the facility is restored or an alternative method of treatment is provided. This requirement applies in the situation where, among other things, the primary source of power of the treatment facility is reduced, lost, or fails.

2.14.2 Bypass

A. Bypass

1. Bypasses, as defined in Section 2.1.4 (H) of these Pretreatment Rules and Regulations, are prohibited, and the Treatment Facility Manager may take enforcement action against a User for a Bypass, unless:
 - a. Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage as defined in Section 2.1.4 (MMM) of these Pretreatment Rules and Regulations;
 - b. There were no practicable alternatives to the Bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a Bypass which occurred during normal periods of equipment downtime or preventive maintenance; and
 - c. The User submitted notices as required under paragraph (B) of this Section.
2. The Treatment Facility Manager may approve an anticipated Bypass, after considering its adverse effects, if the Treatment Facility Manager determines that it will meet the three conditions listed in paragraph (A)(1) of this Section.

B. Bypass Notifications

1. If a User knows in advance of the need to Bypass, it shall submit prior notice to the Treatment Facility Manager or Pretreatment Coordinator at least 10-business days before the date of Bypass, if possible.
2. A User shall submit verbal notice to the Treatment Facility Manager or Pretreatment Coordinator of an unanticipated Bypass that exceeds applicable Pretreatment Standards within 24 hours of becoming aware of the Bypass. A written submission shall also be provided within five-business days of the time the User becomes aware of the Bypass. The written submission shall contain a description of the Bypass, its cause; duration, including exact dates and times, and if the Bypass has not been corrected, the anticipated time it is expected to continue; and any steps taken or planned to reduce, eliminate, and prevent reoccurrence of the Bypass. The Treatment Facility Manager may waive the written report on a case-by-case basis if the verbal report was received within 24 hours.

- C. A User may allow a Bypass to occur which does not cause Pretreatment Standards or requirements to be violated, but only for essential maintenance to assure efficient operation. This type of Bypass is not subject to the provision of paragraphs (A) and (B) of this Section.

2.15 APPEALS

2.15.1 Initial Appeal Hearing

- A. A User shall have the right to petition the Treatment Facility Manager for reconsideration of the following decisions within 30-calendar days of notice of the decision:
 - 1. The User's application for an individual or general wastewater discharge permit is denied; or
 - 2. The User's individual or general wastewater discharge permit is granted subject to conditions or terms deemed unacceptable; or
 - 3. The User is assessed an administrative penalty under these standards; or
 - 4. The User is issued an administrative order under these standards.
- B. Failure to petition the Treatment Facility Manager within 30-calendar days of notice is deemed a waiver by the permittee/User of his/her right to challenge the terms, conditions, and/or decisions of the Treatment Facility Manager.
- C. In its petition the appealing party must indicate the individual or general wastewater discharge permit provisions or other matters objected to, the reasons for the objection(s), and alternative condition(s), if any, the appealing party seeks to place in the individual or general wastewater discharge permit.
- D. The appealing party may request a hearing before the Treatment Facility Manager and shall set forth in detail the specific issues to be contested.
- E. The Treatment Facility Manager shall make a final decision on the contested permit, penalty, order, or matter within 30-calendar days after receipt of the petition or the conclusion of any hearing held thereon.
- F. The Treatment Facility Manager shall transmit to the appellant a copy of the decision by registered or certified mail.
- G. The effectiveness of the individual or general wastewater discharge permit shall not be stayed pending the appeal.

2.15.2 Final Appeal Hearing

- A. Any decision made by the Treatment Facility Manager as a result of a petition and any hearing held under Section 2.15.1 may be appealed to the Board upon filing a written demand within 10-calendar days of receipt of notice of the Treatment Facility Manager's decision.

- B. Failure to make written demand within the time specified herein shall bar further appeal.
- C. The Board shall hold a hearing and make a final decision on the appeal within 60-calendar days of the date that the appeal was filed, and transmit to the appellant a written copy of the decision by registered or certified mail.
- D. The decision of the Board shall be considered the final administrative action for purposes of judicial review.

2.15.3 Judicial Review

Any User may seek judicial review of a final administrative decision by the Board by filing a written petition within 30-calendar days after receipt of notice by registered or certified mail, but not thereafter, with the Third Judicial District Court of the State of Utah along with a copy to SVSD.

2.16 MISCELLANEOUS PROVISIONS

2.16.1 Pretreatment Charges and Fees

SVSD may adopt reasonable fees for the reimbursement of costs associated with the implementation and operation of its Industrial Pretreatment Program. These fees, as approved by the Board and codified in SVSD Consolidated Fee Schedule, may include:

- A. Fees associated with the review and approval of construction plans and drawings, and construction site inspections of Users subject to these Rules and Regulations;
- B. Fees for the issuance and reissuance of individual or general wastewater discharge permits, including the cost of processing applications and writing permits;
- C. Fees for monitoring, sampling, inspection, and surveillance of Users, including the cost of collection and analysis of a User's wastewater discharge, and review of monitoring reports and certification statements;
- D. Fees for the discharge of high-strength waste;
- E. Fees for reviewing and responding to reports of accidental discharges;
- F. Fees for handling appeals;
- G. Fees for recovery of administrative and legal costs associated with the enforcement actions taken by the Treatment Facility Manager to address User noncompliance; and
- H. Other fees as SVSD deems necessary to carry out the requirements contained herein.

These fees relate solely to the matters covered by these Pretreatment Rules and Regulations and are separate and apart from other assessments, sewer use fees, fines and penalties chargeable by SVSD.

2.16.2 Severability

If any provision of these Pretreatment Rules and Regulations is invalidated by a court of competent jurisdiction, the remaining provisions shall not be affected and shall continue in full force and effect.

2.17 EFFECTIVE DATE

SVSD Pretreatment Rules and Regulations first became effective on March 27, 2013 following a public hearing and passage and approval of resolution No. 03-27-13-02 by SVSD Board of Trustees, as provided by law.

SVSD Pretreatment Rules and Regulations were modified on June 6, 2016 based on the findings of a Pretreatment Compliance Inspection (PCI) conducted by the Utah Division of Water Quality on September 15, 2015.

The current version of SVSD Pretreatment Rules and Regulations was revised and updated, approved by Utah Division of Water Quality, and made effective August 25, 2020 following approval of resolution No. 08-25-20-01 by SVSD Board of Trustees, as provided by law.

SOUTH VALLEY SEWER DISTRICT

Pretreatment Procedures Manual



October 26, 2020

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APPENDIX A INDUSTRIAL PRETREATMENT PROGRAM (IPP) FORMS

IPP FORM #	TITLE
1	Industrial Waste Survey
2	Preliminary Pretreatment Inspection
3	Industrial User Application Questionnaire / BMR
4	Dental Discharger One-Time Compliance Report
5	Sector Control Wastewater Discharge Permit Application
6	New Permittee Tracking Checklist
7	Periodic Compliance Report
8	Significant Industrial User Permit Template
9	Significant Industrial User Permit Fact Sheet Template
10	Waiver Request Review Form
11	Inspection Preparation Checklist
12	SIU Inspection Form
13	Sector Control Wastewater Discharge Permit Template
14	Slug Discharge Control Plan Review Checklist
15	Slug Load / Spill Potential Survey
16	Enforcement Incidence Form

17 Enforcement Response Annual Review Form

CHAPTER 1

INDUSTRIAL WASTE SURVEY

PURPOSE

The purpose of this chapter is outline procedures used by SVSD to conduct Industrial Waste Surveys (IWS). The purpose of IWS is as follows:

- A. To develop and maintain a comprehensive and up-to-date list of commercial and industrial Users of the POTW; and
- B. To establish a process for the identification of Users who are subject to permitting in accordance with South Valley Sewer District (SVSD) Pretreatment Rules and Regulations; and
- C. To obtain accurate information and baseline monitoring data from Users in order to properly categorize and permit Users; and
- D. Provide a process for notification of Users regarding permitting decisions made by SVSD.

LEGAL AUTHORITY

As the Control Authority, SVSD derives its legal authority for the implementation of this procedure from 40 CFR § 403.8(f)(2)(v), and from SVSD Pretreatment Rules and Regulations Section 2.1.1.

PROCEDURE

Identification and assessment of commercial and industrial connections to the POTW is the basis for an effective industrial pretreatment program. The following procedure is conducted on a continual basis with the intent of maintaining accurate records on the existence and category of commercial and industrial Users of the POTW. Commercial and industrial Users are assessed to determine their potential impact to the POTW, and when appropriate, regulated through the issuance of individual and general wastewater discharge permits (i.e., control mechanism).

The following circumstances and conditions trigger investigation under the IWS process:

- New commercial construction;
- New business license application and issuance;
- Discovery of new businesses through review of internet resources, business directories, health department records, newspaper advertising, journals, yellow pages, etc.

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- Culinary water utility records review;
- Drive-by (windshield) inspections;
- Significant changes in Treatment Works pollutant loadings;
- UPDES permit limit violations; and
- Problems and/or trouble spots identified in the POTW collection system.

The Pretreatment Department maintains an electronic database of commercial and industrial addresses in SVSD jurisdiction. The Master User Database, as it is called, contains information about the last known occupant at each address, irrespective of whether they are subject to pretreatment requirements. Those entities that are not permitted, but, because of concern the Pretreatment Department may have regarding their future potential to be subject to SVSD Pretreatment Rules and Regulations, are placed on a ‘watch list’ and flagged with a ‘next evaluation date’. A quarterly report is generated from the Master User Database of non-permitted entities that are due for re-evaluation.

The following are essential elements of the IWS process:

- A. Local Government Inquiry – SVSD requires that each connecting municipality, culinary water utility, and other local government entities provide general information related to commercial and industrial entities in SVSD’s jurisdiction. The requested information is necessary to help identify new and existing Users that may be subject to SVSD Pretreatment Rules and Regulations.
 1. Business Licensing: SVSD requires that each connecting municipality share information regarding newly licensed businesses. Depending on the municipality, the information is routinely shared with SVSD, or is obtained from the municipality’s website, or requested from the municipality business licensing contact. Information gathered is added to the Master User Database. Entities identified through municipality business licensing may trigger further inquiry such as:
 - a. A request that the entity complete and submit an IWS form (IPP Form #1);
 - b. Preliminary inspection of the entity; and/or
 - c. Requirement that the entity apply for an individual or general wastewater discharge permit.
 2. Building Permits: SVSD requires that each municipality regularly share details on commercial development and building permit applications.

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Information provided is evaluated against SVSD permitting requirements; details are added to the Master User Database.

3. Culinary Water Providers: SVSD requests that each public water system in SVSD annually provide a list of commercial customers and respective water usage data. Information provided is tabulated and compared to the Master User Database.
4. Salt Lake County Health Department (SLCHD): SVSD requests that SLCHD periodically share its list of permitted food service establishments (FSE) operating in cities served by SVSD. Information provided is compared to the Master User Database.

B. Pretreatment Staff Field Survey Activities

SVSD Pretreatment staff perform various activities in support of the IWS.

1. Physical Reconnaissance:

Pretreatment staff continually monitor SVSD service area with the purpose of identifying new Users. Information gathered is compared to the Master User Database.

All commercial and industrial areas of SVSD service area are surveyed at least once every three years via drive-by inspection to identify new and changed entities that may be subject to pretreatment requirements.

2. Business Directories/Internet:

The Pretreatment Coordinator annually reviews online business directories and listings with the purpose of identifying new or newly identified Users. Information gathered is compared to the Master User Database.

C. Industrial User Inquiry

Information gathered directly from Users supports the IWS.

1. Industrial Waste Survey:

Unless it is obvious, based on available information, that a User is not subject to pretreatment requirements, it is required to complete an IWS form. Users may be required to complete an IWS form in the following circumstances:

- a. At the time they apply for a business license or building permit;
- b. At the time they pay SVSD impact fees;

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- c. Upon the discovery of a new or changed entity; and
- d. During routine periodic surveys of Users of the POTW.

The information provided on the IWS form dictates the need to proceed with permitting, etc.

2. Preliminary Inspection:

Following submittal of a completed IWS form, if it is necessary to gather further information in order to make a decision regarding permitting, SVSD inspectors perform an on-site inspection of the User's facilities. A Preliminary Pretreatment Inspection form (IPP Form #2) is used for this purpose. (In addition to initial inspections, the Preliminary Pretreatment Inspection form is used to conduct follow-up inspections of Users that are on the watch list.) SVSD inspectors gather information during the preliminary inspection to determine if the User will be required to apply for an individual or general wastewater discharge permit and if any treatment will be necessary (e.g., pH neutralization and monitoring equipment, grease or sand/oil interceptor, sampling manhole, etc.). Pretreatment staff determines at this point what classification the User may fit into in accordance with Federal, State, and SVSD Pretreatment Rules and Regulations.

The preliminary inspection should answer the following questions:

- a. Does the User meet the definition of an SIU?
- b. Does the User have the potential to:
 - (1) Discharge pollutants that could adversely impact sludge quality and its beneficial use?
 - (2) Discharge pollutants that would pass through or interfere with the Treatment Works?
 - (3) Discharge pollutants that could cause the Treatment Works to violate its UPDES permit?
 - (4) Discharge pollutants that could inhibit or upset treatment processes?
- c. Does the User use, store, and/or discharge hazardous wastes as defined by 40 CFR § 261?

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- d. Does the User have the potential to discharge Compatible Pollutants in quantities that could cause the Treatment Works to exceed its Maximum Allowable Headworks Loading (MAHL)?
- e. Does the amount of water consumed by the User reflect the number of employees, type of business, etc.?

3. IU Application Questionnaire/Baseline Monitoring Report:

Once staff has determined that a User may fit the definition of a SIU, the User is required to complete and submit an Industrial User Application Questionnaire / BMR (IPP Form #3). The form is either emailed or hand delivered to the User, and the User is given 30-calendar days to complete and return the form. The form must be completed and returned to SVSD in hardcopy, using recent sampling data for existing Users, and estimated data for new facilities. If the form is returned incomplete, it is returned to the User for completion. If additional information is needed, a full inspection of the User's facilities may be conducted. If questions exist regarding sampling data provided by a User, SVSD may choose to collect and analyze additional wastewater samples.

The information provided on the IU Application Questionnaire/BMR should determine the User's category (e.g., SIU, CIU, Sector Control, Dental, etc.) and the type of permit to be issued (e.g., individual, general, sector control, zero-discharger, etc.).

The IU Application Questionnaire/BMR form serves several purposes:

- a. As an application for an SIU permit;
- b. As a 90-compliance report for new CIUs as required by 40 CFR § 403.12 (d); and
- c. As a SIU permit renewal application.

SVSD requires that the IU Application Questionnaire/BMR form be completed and returned before commencing discharge, unless a variance is granted in writing by the Treatment Facility Manager. If the User does not complete and submit the form as requested, appropriate enforcement action may be initiated. (See Chapter 7 – Enforcement Response Plan).

4. Dental Discharger One-Time Compliance Report:

Dental Dischargers are required to complete and submit a One-Time Compliance Report (IPP Form #4) within 90 days of opening for business. Dental Dischargers that do not qualify for an exemption are flagged in the

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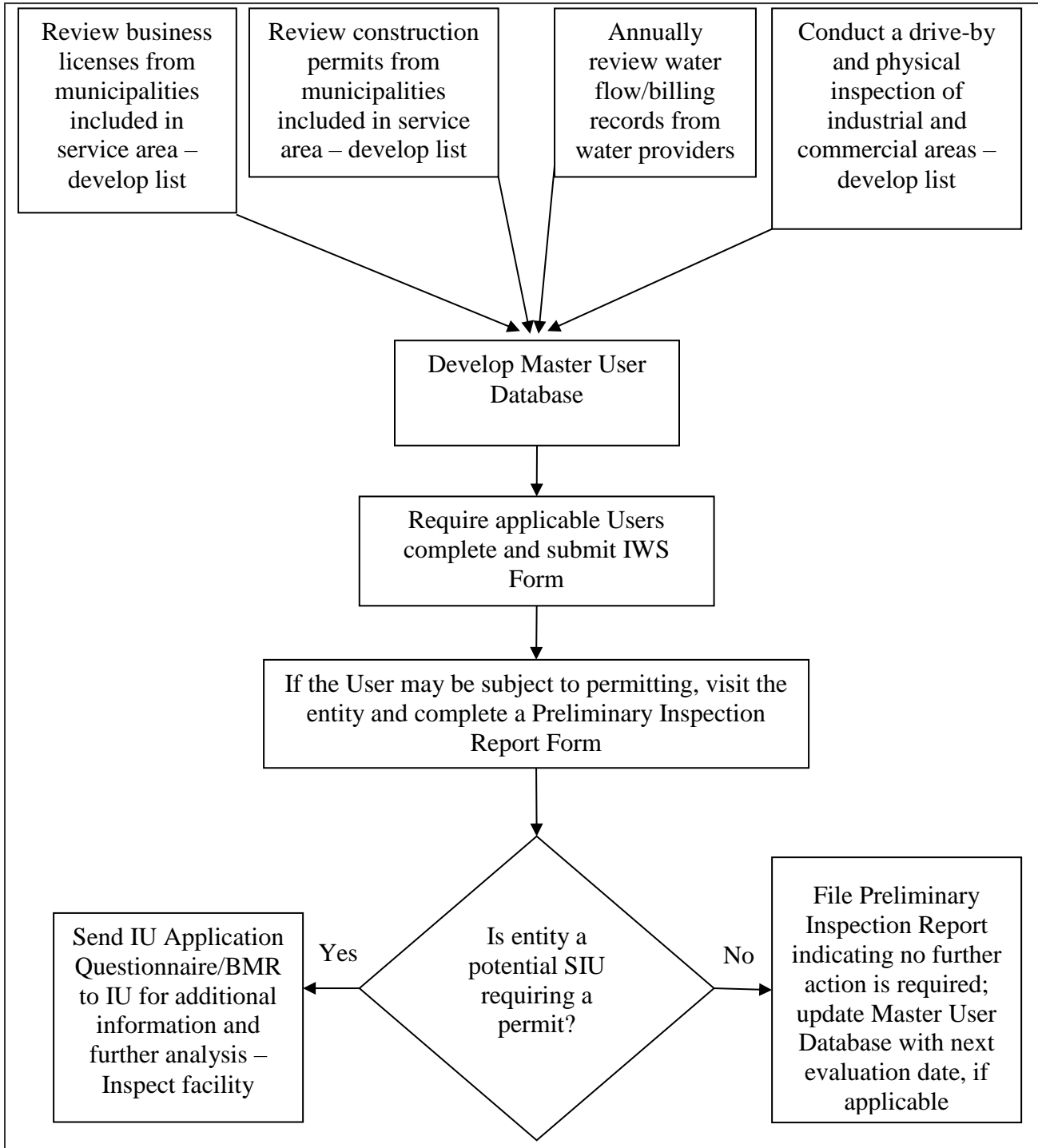
Master User Database and periodically evaluated for compliance using IWS procedures.

D. Permitting Decision

If a User submits an IU Application Questionnaire/BMR and it is determined that an individual or general wastewater discharge permit is not required, the User is notified of that decision in writing by the Pretreatment Coordinator. The User's information is added to the Master User Database, and if appropriate, placed on the watch list. Users on the watch list are re-evaluated periodically for changes that could potentially subject them to permitting requirements. Re-evaluation may consist of requesting re-submittal of an IWS form or IU Application Questionnaire/BMR, and/or a physical inspection of the entity.

If an individual or general wastewater discharge permit is required, a permit fact sheet and a wastewater discharge permit are drafted, reviewed and approved by the Treatment Facility Manager, and mailed or hand delivered to the User. (See Chapter 3 – SIU/CIU Permitting Procedures.)

**INDUSTRIAL WASTE SURVEY
Process Flow Chart**



CHAPTER 2

USER CLASSIFICATION

PURPOSE

The purpose of the User Classification Procedure is to properly classify Users based on results of the IWS and identification process as described in Chapter 1. Proper classification of Users will assist in the permitting procedure, which is described in Chapter 3.

LEGAL AUTHORITY

As the Control Authority, SVSD draws its legal authority for the implementation of this procedure from SVSD Pretreatment Rules and Regulations Section 2.4.1.

PROCEDURE

A. Preliminary Classification

Based on information gathered during the IWS process, Users are categorized into one of the following classifications:

1. Not Subject to Permitting

Users that discharge domestic waste and/or small amounts of process water from non-categorical processes compatible with conventional wastewater treatment are not subject to permitting. These Users are listed on the Master User Database with, if applicable, a 'next evaluation date'. These Users are notified in writing that they must notify SVSD of any process and usage changes that could possibly subject them to SVSD permitting requirements.

(Even though they are subject to the requirements of 40 CFR § 441, Dental Dischargers are not subject to permitting. Nonetheless, all Dental Dischargers that do not qualify for an exemption under 40 CFR § 441 are flagged in the Master User Database and periodically evaluated under IWS procedures.)

2. Commercial Users Subject to Permitting

This group includes Users who, as determined through the IWS process, are subject to permitting in accordance with SVSD Pretreatment Rules and Regulations, Sector Control Program Section 2.8. Once a sector control wastewater discharge permit application (IPP Form #5) is submitted by a User, an inspection may be conducted to make a final decision regarding classification and permitting.

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(Note: The following commercial business types are evaluated for the need to be permitted based on chemical use and storage, and the potential to discharge chemicals and wastes that could impact the POTW: industrial laundries, transportation service facilities, barrel re-claimers, waste energy plants, photo developers, cardboard carton manufacturers, food, dairy, and cheese processors, dry cleaners, hospitals, research labs, and auto body shops.)

3. Significant Industrial User (SIU) Subject to Permitting

This group includes Users who, as determined through the IWS process, may be subject to SIU permitting, or may require further investigation and evaluation. Once an Industrial User Application Questionnaire/BMR is submitted, a full inspection is conducted at the User's facility. This is the final step in determining if a general or individual wastewater discharge permit will be issued.

B. Significant Industrial User (SIU) Classification

Following review of the Industrial User Application Questionnaire/BMR form and inspection of the User's facilities, an SIU is classified into one of the following permit groups:

1. Categorical Industrial Users (CIU)

CIUs are SIUs that are subject to Federal regulations found in 40 CFR § 403 through 471. CIUs have specific discharge requirements that must be met. In addition, CIU discharges may be monitored for Local Limits.

Non-Significant Categorical Industrial Users (NSCIU) as defined in SVSD Pretreatment Rules and Regulations, Section 2.1.4(OOO) (3) are CIUs that do not discharge more than 100 gpd of categorical wastewater, and as such, may qualify for reduced pretreatment requirements as specified in SVSD Pretreatment Rules and Regulations, Section 2.4.6(C).

2. Significant Industrial Users (SIU) (Non-Categorical)

SIUs include Users that are not categorical but otherwise meet the definition of an SIU. Permit limits for SIUs are based on 40 CFR § 403, SVSD Pretreatment Rules and Regulations Section 2.2.1 (Prohibited Discharge Standards), and applicable Local Limits.

After finding that a User meets the definition of an SIU, but has no reasonable potential to adversely affect the POTW's operation or violate any Pretreatment Standards or requirement, SVSD may elect to not permit the User in accordance with 40 CFR § 403.3(v)(3). A decision not permit

an SIU is reported to the Approval Authority in SVSD's annual pretreatment report.

3. Significant Industrial Users Qualifying for General Permits

Groups of SIUs that engage in substantially similar types of operations, discharge the same types of waste, have the same effluent limitations, have the same or similar monitoring requirements, and, in the opinion of SVSD, are more appropriately controlled under a similarly worded (general) control mechanism can apply for coverage under a general wastewater discharge permit. SIUs meeting the above criteria that can be controlled using concentration-based standards and BMPs may qualify for general permits. SIUs described below are not eligible for coverage under general permits:

- a. Facilities regulated by production-based categorical Pretreatment Standards or categorical Pretreatment Standards expressed as mass limits (unless the same mass-based local limit is imposed on a number of SIUs).
- b. SIUs whose limits are based on the combined wastestream formula, or other calculated categorical Pretreatment Standard equivalents.

In order to be considered for a general permit, an SIU must submit a written request. The request must include any requests the User has made for pollutant monitoring waiver(s), in accordance with SVSD Pretreatment Rules and Regulation Section 2.6.11 D. (See Chapter 10 – Sampling Waiver for “Pollutant Neither Present nor Expected to be Present”.)

SVSD will retain the following documents for three years after the expiration date of a general control mechanism:

- a. A copy of the general control mechanism;
- b. Documentation in support of SVSD's determination that specific SIUs met the criteria as described above; and
- c. A copy of the SIU's written request for coverage under the general control mechanism.

4. Significant Industrial User – Zero Discharge

This classification is for Users who generate regulated process wastes, but have demonstrated that regulated process wastes are not discharged to the POTW. Examples of such Users include: (1) Users that generate, but do not discharge, categorical waste, (2) Applicable dry cleaners when

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perchloroethylene is detected at the Treatment Plant headworks, and (3) Users who do not have any regulated process wastes, but store bulk toxic and/or hazardous chemicals or wastes, a spill from which could adversely impact the POTW. The reason for issuing zero discharge permits is to provide a means of tracking and monitoring such Users and enforcing SVSD Pretreatment Rules and Regulations should it be necessary.

NSCIU, General, Sector Control, and Zero-Discharge permits are optional. When issued, they are consistently applied to Users with similar wastewater characteristics to control the discharge of, or the potential to discharge, deleterious wastes.

CHAPTER 3

PERMITTING

PURPOSE

Users that are subject to permitting in accordance with SVSD Pretreatment Rules and Regulations are issued individual or general wastewater discharge permits, also known as ‘control mechanisms’ or ‘permits’. Permits require the User to comply with applicable Federal, State, and Local limits and requirements. This document serves as standard procedure for writing and issuing permits.

LEGAL AUTHORITY

As the Control Authority, SVSD draws its legal authority for the implementation of this procedure from 40 CFR § 403.8(f)(1)(iii), and from SVSD Pretreatment Rules and Regulations, Section 2.5.

PROCEDURE

Each step in the permitting process is tracked on a New Permittee Tracking Checklist (IPP Form #6). (IPP Form # 6 is not used for Sector Control permits.)

A flow chart has been developed and provided at the end of this chapter to assist in the permitting decision making process.

A. Processing a Permit Application

When the Pretreatment Department receives a completed Sector Control Wastewater Discharge Permit Application or an Industrial User Application Questionnaire/Baseline Monitoring Report (Application), it is stamped with the date received. Information such as date received, company name, and address are entered into the User Master Database.

B. Review of the Application

The Pretreatment Coordinator reviews the application for completeness and ensures the following:

1. The application has been signed by an Authorized Representative;
2. All portions of the application are completed in full;
3. All pertinent and required information has been provided;
4. All required addenda are completed and provided;
5. Copies of Safety Data Sheets (SDS) are submitted, if required;
6. Copies of waste manifests are provided, if applicable;
7. All required facility and flow diagrams, reports, etc., have been submitted.

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If the Pretreatment Coordinator determines that the application is incomplete, it is returned to the applicant with an explanation of the deficiencies, requesting resubmittal. A copy of the deficient application is retained in the User's file.

If a revised application is not returned to SVSD within the time specified, the applicant is subject to enforcement actions in accordance with SVSD's Enforcement Response Plan (Chapter 7.)

If the application is complete, the Pretreatment Coordinator schedules an onsite facility inspection. (See Chapter 5 - Inspection Procedures)

C. Drafting the Permit and Fact Sheet

Once the Pretreatment Coordinator has completed an onsite inspection and determined that an individual or general wastewater discharge permit is required, a permit and permit fact sheet are drafted, finalized, and issued within 90-calendar days of receiving the application.

A permit number is assigned according to the following numbering system: SIU permits begin with No. Y-001, and increase sequentially with each new and renewed permit issued. A suffix "C" is added if the User is a CIU. The suffix "S" is added if the User is a non-categorical SIU. Sector Control permit numbers begin with No. N-101, increasing sequentially with each new permit issued. A suffix "F" is added if the User is a food service establishment (FSE), "A" if the User is an auto service establishment (ASE), "C" if the User operates a car wash, "P" if the User is a photo processor, "I" if User discharges intermittently (seasonal), and "T" if the discharge is temporary.

Prior to the permit drafting process, the following information is reviewed: application and addenda, User file, inspection reports, and analytical data. The Pretreatment Coordinator refers to applicable Federal and State regulations and guidance documents, and SVSD Pretreatment Rules and Regulations.

Once the permit is drafted, the Pretreatment Coordinator ensures that:

1. The proper classification and industry category is assigned in accordance with Federal and State law and SVSD Pretreatment Rules and Regulations;
2. The permit expiration date is 5 years or less from the effective date;
3. The permit names an Authorized Representative;
4. The permit requires sampling at appropriate monitoring points;

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5. A photograph and description of the specific monitoring location(s) is included (Ex: “Spigot on the discharge pipe of the pH neutralization system, located on the fourth floor next to the emergency door”);
6. Requirements such as reporting frequency and sampling parameters, flow measuring devices/meters, pH meters, etc., are consistent with SVSD requirements and Federal and State regulations and guidelines;
7. Permit parameter limitations represent the most stringent of SVSD or SVWRF Local Limits, when applicable;
8. The permit includes any necessary special requirements, compliance schedules, and reporting requirements;
9. A Periodic Compliance Report form is provided which outlines reporting requirements (See IPP Form #7 for template of a Periodic Compliance Report).

See IPP Form #8 for a template of an SVSD SIU permit.

A permit fact sheet is developed to justify and explain the decisions made during the permitting process. The permit fact sheet describes significant factual, legal, methodological, and policy questions considered in preparing the permit. The permit fact sheet includes the following information:

1. Name, description, and location of the User;
2. Justification for classification or categorical standard;
3. Description of the process that generates the regulated wastes;
4. Type and quantity of discharge;
5. Monitoring criteria and location;
6. Basis and rationale for permit limits, and how they were derived;
7. Explanation and justification for any special conditions, compliance schedules, and/or reporting requirements.

See IPP Form #9 for a template of an SIU permit fact sheet.

(Note: Permit fact sheets are not developed for Sector Control permits.)

The draft permit, permit fact sheet, and any other relevant paperwork submitted by the applicant is forwarded to the Treatment Facility Manager for his/her review.

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The draft permit and permit fact sheet are also submitted to the SVWRF Pretreatment Department for a 10-day review, in accordance with the *Interlocal Cooperation Agreement between SVSD and SVWRF*, as amended.

The draft permit is updated based on comments received. Once all comments are considered the document is returned to SVSD Pretreatment Coordinator for finalization.

The Treatment Facility Manager is the signatory on all SIU wastewater discharge permits. The Pretreatment Coordinator signs all non-SIU permits.

Notice of all SIU draft permits is posted for 30-calendar days in a newspaper of general circulation or website that provides meaningful public notice within the jurisdiction served by SVSD, in accordance with procedures described in Chapter 8 – Notifications. The User, DWQ, and SVWRF are notified in advance of the posting and encouraged to comment.

D. Miscellaneous Permitting Notes

1. Non-Significant Categorical Industrial User (NSCIU)

SVSD may issue an NSCIU permit to a User subject to categorical Pretreatment Standards if:

- a) The User can demonstrate to SVSD's satisfaction, and the User certifies in writing, that it never discharges more than 100 gallons per day (gpd) of total categorical wastewater (excluding sanitary, non-contact cooling and boiler blowdown wastewater, unless specifically included in the Pretreatment Standard);
- b) The User can demonstrate to SVSD's satisfaction, and certifies in writing, that it consistently complies with all Pretreatment Standards and Requirements;
- c) Following the issuance of a NSCIU permit, the User annually submits the certification statement required in Pretreatment Rules and Regulations, Section 2.6.14(B) together with any additional information necessary to support the certification statement, including a statement that it never discharges any untreated concentrated wastewater.

2. Alternative Limits

In all SIU permits it is preferred that limits be concentration-based (i.e., in mg/l), and monitoring is conducted at the end of the regulated process. When this cannot be accomplished or if circumstances dictate otherwise, EPA regulations (40 CFR § 403.6) allow for the use of alternative methods as follows:

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- a. Combined Wastestream Formula – This formula allows for the assessment of compliance with permit limits from combined regulated and non-regulated flows.
- b. Flow Weighted Average – This allows for flow weighting to establish mass permit limits.
- c. Production Based Standards – Some categorical Pretreatment Standards contain limits that are measured based on production units.

3. Slug Discharge Control Requirements

Slug Discharge Control Plans are required when the potential for spills/slug loads of chemicals and/or wastes exist at a User's facility. (See also Chapter 6 – Slug Discharge Control and Response.) Within one year of first being permitted and every year thereafter, every SIU is evaluated for the need for a Slug Discharge Control Plan. Evaluations are conducted during annual inspections. If a Slug Discharge Control Plan is necessary, an SIU's permit is updated to include that requirement. Slug Discharge Control Plans must, at a minimum, contain the criteria listed in SVSD Pretreatment Rules and Regulations, Section 2.3.3.

4. Best Management Practices (BMP)

SVSD may elect to include BMPs in individual and general wastewater discharge permits in addition to, or in place of, numeric limits, as appropriate, to meet requirements of The Act. SVSD will use BMPs as Pretreatment Standards when they are categorical Pretreatment Standards established by EPA, and when BMPs are adopted as Local Limits.

BMPs are appropriate when the types and quantities of pollutants vary greatly over time, when chemical analysis is impractical, where discharges are episodic or intermittent, and/or when other control options are appropriate (Ex: requiring a photo developer to install silver recovery systems and equipment).

SVSD may include one or more of the following BMPs in permits:

- a. Specific notice to Users of requirements and enforceability;
- b. Installation of treatment;
- c. Requirements for, or prohibition against, certain practices, activities, or discharges;

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- d. Requirements regarding the operation and maintenance of treatment units;
- e. Timeframes associated with key activities;
- f. Compliance certification, reporting, and records retention;
- g. Provision for reopening or revoking BMPs conditions; and
- h. Any other requirements, as deemed by SVSD to be reasonable and necessary to protect the POTW.

5. Compliance Schedules

SVSD may elect to include a compliance schedule in a permit to delineate specific requirements or address non-compliance or other known or suspected problems. A compliance schedule is a means of establishing milestones and deadlines for a User to carry out required actions, such as installing wastewater treatment equipment or developing and implementing a Slug Discharge Control Plan. SVSD works with the User when drafting a compliance schedule to include mutually agreed-upon goals and timelines.

A compliance schedule shall not extend the Federal compliance period for a categorical Pretreatment Standard or allow a User to violate prohibited standards.

A User is required to report progress regarding compliance schedule milestones and deadlines on its Periodic Compliance Reports.

6. Toxic Organic Management Plans

Industrial Users subject to total toxic organics (TTO) standards in the Electrical and Electronic Components (469), Electroplating (413), and Metal Finishing (433) categories may, in lieu of performing TTO analyses, implement a Toxic Organic Management Plan (TOMP) and submit periodic certification statements.

The Pretreatment Coordinator reviews submitted TOMP's using the Waiver Request Review Form (IPP Form #10), and approves or disapproves them (in consultation with the Treatment Facility Manager), in accordance with EPA regulations (40 CFR § 403.12(e), 40 CFR § 413.03, 40 CFR § 433.12, and 40 CFR § 469). A letter is mailed to the User indicating the TOMP is approved or disapproved. A copy of the Waiver Request Review Form and letter are placed in the User's file.

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If a TOMP is approved, the User's permit is revised accordingly. Upon approval of a TOMP, the permittee may submit certification statements, in the form of a Periodic Compliance Report, semi-annually in lieu of monitoring of TTO pollutants proved to be not present in the discharge. A copy of all TOMP-related documents are placed in the User's file.

Although a permittee with an approved TOMP may not be required to monitor for TTOs, SVSD will sample relevant SIUs for TTOs at least once per permit cycle. SVSD reserves the right to require a permittee to monitor for TTO at any time to verify compliance with Pretreatment Standards and requirements.

E. Permit Appeals

Should a User wish to appeal any conditions of a permit, a written protest letter must be received by the Treatment Facility Manager during the 30-day comment period.

Appeals are handled in accordance with SVSD Pretreatment Rules and Regulations Section 2.15.

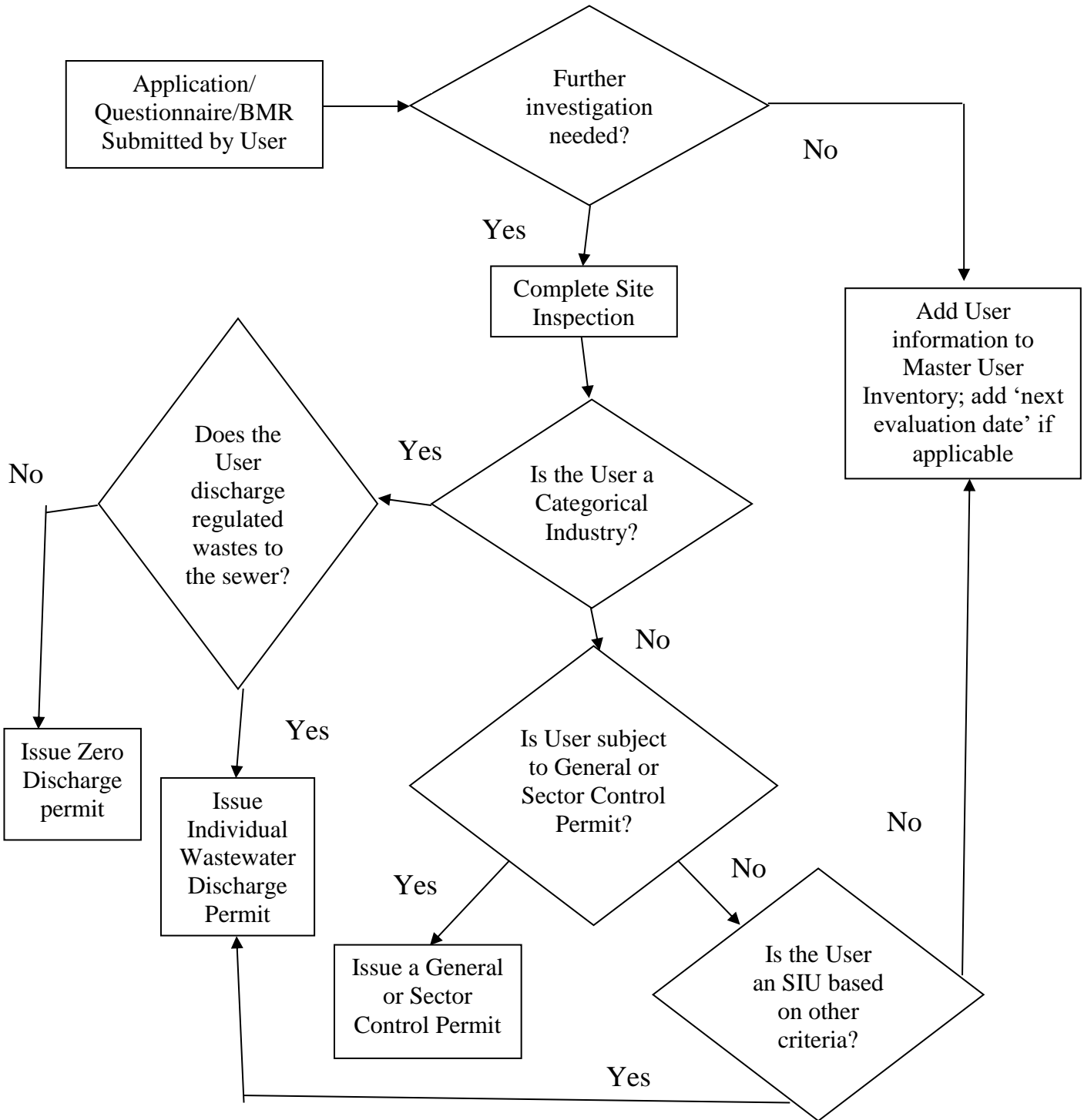
F. Issuance of New Permit

A copy is made of all finalized permits and placed in the User's file.

SIU permits are usually hand delivered to the User. A meeting is scheduled with the User to deliver the permit and discuss its terms and conditions. The Authorized Representative is asked to sign a document acknowledging receipt of the permit.

Sector Control permits are mailed to the user via certified mail.

PERMITTING FLOWCHART



CHAPTER 4

SAMPLING AND MONITORING

PURPOSE

The following procedures are established for sampling and monitoring regulated industrial and commercial wastewater discharges to the POTW, and sampling conducted in support of SVSD's surcharge program. These procedures apply to sampling and monitoring conducted by SVSD staff and, where indicated, sampling and monitoring that is performed by the User (self-monitoring). These procedures are intended to establish uniform, objective, and representative methods of monitoring and sampling in order to accurately verify compliance with SVSD Rules and Regulations and provide adequate documentation that is defensible in a court of law.

SVSD Pretreatment staff receive regular and ongoing training in proper sample collection and monitoring techniques and recordkeeping in support of this procedure.

The cost incurred by SVSD for monitoring and sampling is assessed to the User in the form of laboratory fees in accordance with SVSD Consolidated Fee Schedule.

LEGAL AUTHORITY

As the Control Authority, SVSD draws its legal authority for the implementation of this procedure from the 40 CFR § 136, 400-699, 403.8(f)(1)(v); 403.8(f)(2)(iv); 403.8(f)(2)(v), and Pretreatment Rules and Regulations, Section 2.7.1.

PROCEDURE

User's wastewater discharges are sampled for pollutants of concern at least once a year, as dictated in their wastewater discharge permit. Users are not notified in advance of sampling events unless User security or site access requirements necessitate notification. At least one sample per year is unscheduled and unannounced. Unscheduled samples are not collected during an inspection.

Monitoring Criteria

The following procedures apply to both SVSD sample collection and User self-monitoring:

A. Parameters Sampled

Sampling requirements for specific parameters are described in the User's permit.

1. Categorical Industrial Users – The parameters monitored depend on the type of industry. For Categorical Industries, the parameters monitored are dictated by their respective category as described in 40 CFR § 403-471.

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2. Local Limits – The parameters and limits for which Local Limits have been established and adopted for each Treatment Works are kept on file by the Pretreatment Coordinator. If the permit writer determines that they are pollutants of concern for a particular industry, they are included in the User’s permit.
3. Conventional Pollutants – Users are charged fees if concentrations of conventional Pollutants exceed established thresholds. There are also Local Limits for some conventional pollutants.

B. Monitoring Location

The following conditions and circumstances are considered in selecting a monitoring location:

1. Wastestreams subject to categorical Standards should be sampled at the end the regulatory process, after treatment, and before combining with other wastestreams (i.e., “end of process”).
2. When a User is subject to two or more categorical Standards, each categorical process should be sampled prior to the point where they combine.
3. If possible, a sampling point should be selected where flow measurements can be taken.
4. For all SIUs, the Pretreatment Coordinator should determine the sampling point and prepare a sampling procedure specific to the User.
5. Samples subject to Local Limits should be collected from the User’s combined wastewater stream at a point before the discharge enters SVSD collection system (i.e., “end of pipe”).
6. If possible, SVSD should designate a monitoring point that can be accessed without notification of the User. At no time may the User limit SVSD’s ability to collect a sample.
7. Once selected, the sampling/monitoring point is described in the permit.

C. Type of Sample

The following are the types of samples which may be used:

1. Automatic Composite Samples (Time-proportioned or Flow-proportioned);
or

2. Grab Samples

Grab sampling should be used in the following circumstances:

- a. For the following parameters: pH, temperature, cyanide (total and amenable), total phenol, oil and grease, sulfides, volatile organics (purgeable halocarbons, purgeable aromatics, acrolein, acrylonitrile), and hexavalent chromium (chromium VI);
- b. For batch discharges;
- c. For flows which have consistent waste characteristics;
- d. For characterizing extremes of flow and wastewater quality;
- e. For samples which cannot be held for a long time;
- f. For industries suspected of discharging Slug Loads.

Preference should be given to the use of flow-proportioned composite samples where possible per 40 CFR § 403.12. Time-proportioned composite samples may be used where SVSD determines that the flow-proportioned samples cannot be reasonably obtained.

Guidelines for composite sampling:

1. When using automatic composite samplers, collection intervals should be one hour or less.
2. When discrete composite samples are collected, intervals should be two hours with a minimum of four grabs.
3. Discrete composite samples should be flow-proportioned.
4. Samples must be representative of User's discharge.

D. Sample Volume

The volume of a sample to be collected depends on the type of analytical tests required. All sample volumes should be sufficient to meet the requirements of 40 CFR § 136.

The laboratory which analyzes the samples is consulted for requirements for sample volume.

Consideration is given to the type of container, preservation and holding time.

Any laboratory utilized for analysis of pretreatment samples shall be certified by the State of Utah or approved by SVSD.

E. Sample Frequency

The frequency of sampling depends on the parameter to be sampled, the flow of the User (see table at end of this chapter - *Frequency of Monitoring Based on Flow*), and the User's compliance history.

F. Chain of Custody Requirements

A chain of custody form is completed for each sample collected. The chain of custody should record the signature of the person(s) who collected the sample, the date and time of the sample, type of sample collected, preservation method used, and laboratory analysis to be performed. The chain of custody form and sample is stored in a secure location by the sampler until it is relinquished to a laboratory, courier, or other qualified person. One copy of the chain of custody form is retained by Pretreatment, another copy is given to the laboratory. A copy of the completed chain of custody is returned to SVSD by the laboratory with the results. This copy is placed in the User's file.

G. Quality Assurance

Quality Assurance (QA) – The purpose of sample QA is to ensure the quality and veracity of the sampling equipment and field measurements. The elements of QA for sampling include the following:

1. Use of required analytical methodology for each regulated Pollutant;
2. Documentation and justification of selected analytical and sampling methods;
3. Proper number of samples for analysis of quality control;
4. Proper calibration and maintenance of sampling equipment.

H. Quality Control

Quality Control (QC) demonstrates and documents QA. The following are procedures used for QC:

1. Calibration plan for all sampling equipment
2. Documentation in a QC notebook including:

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- a. Equipment specifications
 - b. Calibration dates
 - c. Calibration expiration date
 - d. Maintenance due dates
3. QC may include the collection of the following samples:
- a. Duplicate samples - Multiple samples taken from the same container, and analyzed separately to compare results. Duplicate samples are usually sent to different laboratories.
 - b. Equipment blank - Aliquots of analyte-free water which are poured appropriately over or through the sample collection device, collected in a sample container, and returned to the laboratory to be analyzed. The purpose of equipment blanks is to verify the cleanliness of sampling equipment.
 - c. Field blank - Aliquots of analyte-free water which are taken to and opened and closed in the field.
 - d. Transportation blanks - Aliquots of analyte-free water that are prepared and sealed by the laboratory for testing for volatile organic compounds which may be contributed by transportation equipment.

I. Quality Control/Quality Assurance for Laboratories

QA/QC procedures for laboratories should be part of the specific laboratory's standard operating procedures. The laboratory's QA/AC policies and procedures should be available for review by the Pretreatment Coordinator. The following types of samples should be collected periodically to substantiate reported analytical data:

1. Duplicate Samples – (defined above)
2. Method Blanks – An analyte-free matrix such as DI Water for liquids or clean sand for solids and/or soils that is processed in exactly the same manner as the samples. The main function of the method blank is to document contamination resulting from the analytical process.
3. Split Samples – Field samples collected from one location at the same time. They are homogenized with thorough hand mixing and divided into separate containers. The purpose of a split sample is to provide the User (or SVSD) with an assumed identical sample to be analyzed at an alternate laboratory to verify the accuracy of the primary laboratory. (COD/BOD, TSS, and Oil & Grease samples are generally not split due to difficulty in attaining homogenization.)

4. Spiked Samples – A sample prepared by adding a known quantity of analyte to a matrix which is close to or identical to that of the sample of interest. Spiked samples may be used in lab method validation to help identify matrix effects and determine the recovery of an analyte or the selectivity of the method.

Criteria Specific to Self-Monitoring

Each User that is required by SVSD to self-monitor its discharge must do so in accordance with the requirements of its permit and procedures approved by SVSD. The following criteria applies to self-monitoring:

A. Sampling

The person(s) who collects samples should be adequately trained in sample collection methods and procedures. Sampling procedures used by a User are reviewed by SVSD during inspections. All analysis must be performed in accordance with requirements described in SVSD Pretreatment Rules and Regulations, Section 2.6.10, and by a laboratory certified by the State of Utah, or approved by SVSD. As a monitoring history is established, the frequency of sampling may be either increased or decreased, as dictated by SVSD.

B. Reporting

Users are required to submit monitoring and sample data that is representative of conditions during the reporting period. Sampling data and results must be recorded and submitted on a Periodic Compliance Report form and submitted by the User to SVSD within 30-calendar days of the end of the sampling period in accordance with SVSD Pretreatment Rules and Regulations, Section 2.6.4. Self-monitoring sampling data shall be evaluated by SVSD for violations and constituents subject to sewer fees. The User is required to submit all monitoring results for the reporting period to SVSD in accordance with permit requirements. Periodic Compliance Reports and self-monitoring data submittals must be signed by an Authorized Representative of the User, as defined by SVSD Pretreatment Rules and Regulations.

C. Notice Requirements

If a User conducts sampling and monitoring of its regulated wastestreams and the analysis reflects a violation(s) of the terms and conditions of its permit or SVSD Pretreatment Rules and Regulations, the User must notify SVSD within 24-hours of first becoming aware of the violation(s). The Pretreatment Coordinator may require the User to prepare and submit, within 5-business days, a written explanation of the suspected cause(s) of the violation(s), and a detailed corrective action plan to prevent reoccurrence. The Pretreatment Coordinator will require the

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User to repeat the sampling and monitoring of the violated parameter(s) within 30-calendar days of the violation, and report the results to SVSD.

Tracking System

When sampling results are received by SVSD from a User or a laboratory, copies are placed in the User's hard file, digital file, and results are recorded in SVSD's pretreatment tracking software. It is the Pretreatment Office Technician's responsibility to enter the information into the tracking software and the Coordinator's responsibility to review the information for compliance with permit requirements. The following information is recorded in the tracking software:

- A. Date when compliance samples are collected;
- B. Dates when reports are due;
- C. Dates when inspections will be performed;
- D. Discharge Permit expiration date;
- E. Application due dates;
- F. Application received date;
- G. Permit effective date;
- H. Significant Non-Compliance (SNC) determination;
- I. Sampling data compared to permit limits.

SNC is determined quarterly by the Pretreatment Coordinator. If a permittee is in SNC the Pretreatment Coordinator informs the Treatment Facility Manager and proceeds in accordance with SVSD's Enforcement Response Plan (Chapter 7).

Field Procedures

- A. Field Tests:
 - 1. pH - pH is tested in the field using a pH meter. pH meters are calibrated before each use and calibration results are recorded on the pH Meter Calibration Log (see [PRET SOP 11 – pH Meter Operation & Calibration](#)).
 - 2. Temperature – Temperature is measured in the field using a pH/temperature meter. The temperature of wastewater may be measured any time there is suspicion that wastewater temperatures may be of concern.

- B. Sample Equipment Cleaning:

Sample equipment cleaning is performed using the following steps:

-
-
- | | |
|----|---|
| 1. | Rinse with hot water to remove bulk solids |
| 2. | Wash with a low BOD detergent |
| 3. | Rinse with a hydrochloric acid (HCl) solution to remove residual metals |
| 4. | Rinse with methanol or equivalent to remove VOCs |
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-
5. Rinse with deionized water or better as a final rinse.
-

All sampling equipment is cleaned between sampling events as follows:

- a. When cleaning the outside of an automatic sampler, steps 1, 2, and 5 above are performed.
- b. When cleaning tubing and sample containers used for Sector Control (non-SIU) wastewater discharges, steps 1, 2, and 5 above are performed.
- c. When cleaning tubing and sample containers used for potential or permitted SIUs, steps 1, 2, 3, 4, and 5 above are performed.
- d. When field cleaning grab sample containers used for non-SIU sampling, the container is hand wiped of gross material, rinsed with potable water, and triple rinsed with flow from the next sample.

Cleaning of automatic samplers is documented on the [Automatic Composite Sampler Cleaning Log](#).

C. Sample Collection and Preservation:

All samples collected by Users performing self-monitoring or by SVSD must be contained and preserved in accordance with 40 CFR § 136. Guidelines for required containers, preservation techniques, and holding times are as follows:

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Parameter No./Name	Container ¹	Preservation ²	Maximum Holding Time ³
BOD, TSS	P, FP, G	Cool to $\leq 6^{\circ}\text{C}^5$	BOD - 48 hrs; TSS - 7 days
Ammonia, NO_2 , NO_3	P, FP, G	Cool to $\leq 6^{\circ}\text{C}^5$, H_2SO_4 to pH <2	28 days
Phosphorus, total	P, FP, G	Cool to $\leq 6^{\circ}\text{C}^5$, H_2SO_4 to pH <2	28 days
Chemical oxygen demand (COD)	P, FP, G	Cool to $\leq 6^{\circ}\text{C}^5$, H_2SO_4 to pH <2	28 days
Cyanide, total or available (or CATC)	P, FP, G	Cool to $\leq 6^{\circ}\text{C}^5$, NaOH to pH >12 ⁶	14 days
Mercury (CVAA)	P, FP, G	HNO_3 to pH <2	28 days
Mercury (CVAFS)	FP, G; and FP-lined cap ⁴	5 mL/L 12N HCL or 5 mL/L BrCL ⁴	90 days ⁴
Metals, except chromium VI, and mercury	P, FP, G	HNO_3 to pH <2	6 months
Oil and Grease	G	Cool to $\leq 6^{\circ}\text{C}^5$, HCl or H_2SO_4 to pH <2	28 days
Pesticides, PCBs (608)	G, FP-lined cap ⁴	Cool to $\leq 6^{\circ}\text{C}^5$, pH 5-9	7 days
Purgeable Halocarbons (601)	G, FP-lined cap ⁴	Cool to $\leq 6^{\circ}\text{C}^5$, $\text{Na}_2\text{S}_2\text{O}_3$	14 days
Purgeable Aromatics (602)	G, FP-lined cap ⁴	Cool to $\leq 6^{\circ}\text{C}^5$, HCL to pH <2, $\text{Na}_2\text{S}_2\text{O}_3$	14 days
Acrolein, Acrylonitrile (603)	G, FP-lined cap ⁴	Cool to $\leq 6^{\circ}\text{C}^5$, pH to 4-5, $\text{Na}_2\text{S}_2\text{O}_3$	14 days
Volatiles (624)	G, 40 ml	Various; Cool to $\leq 6^{\circ}\text{C}^5$, $\text{Na}_2\text{S}_2\text{O}_3$	14 days
Semi-Volatiles (625)	G, I liter, FP-lined cap ⁴	Various; Cool to $\leq 6^{\circ}\text{C}^5$, $\text{Na}_2\text{S}_2\text{O}_3$	7 days

1. "P" is polyethylene; "FP" is fluoropolymer (polytetrafluorethylene (PTFE; Teflon); or other fluoropolymer; "G" is glass; "PA" is any plastic that is made of sterilizable material (polypropylene or other autoclavable plastic); "LDPE" is low density polyethylene.
2. Except where otherwise noted, preserve each grab sample within 15 minutes of collection. For a composite sample collected with an automatic sampler (e.g., using 24-hour composite sampler see 40 CFR 122.21(g)(7)(i) or 40 CFR part 403, Appendix E), refrigerate the sample at $\leq 6^{\circ}\text{C}$ during collection unless specified otherwise until collection, splitting, and preservation is completed. Add preservative to the container prior to sample collection when the preservative will not compromise the integrity of a grab sample, a composite sample, or aliquot split from a composite sample; otherwise, preserve the grab sample, composite sample, or aliquot split from a composite sample within 15 minutes of collection. If a composite sampling is required but composite methods would compromise sample integrity, individual grab samples must be collected at the prescribed time intervals (e.g., 4 samples over the course of a day, at 6-hour intervals). Grab samples must be analyzed separately and the concentrations averaged. Alternatively, grab samples may be collected in the field and composited in

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the laboratory if the compositing procedure produces results equivalent to results produced by arithmetic averaging of the results of individual grab samples. For examples of laboratory compositing procedures, see EPA Method 1664A (oil and grease) and the procedures at 40 CFR 141.34(f)(14)(iv) and (v) (volatile organics).

3. Samples should be analyzed as soon as possible after collection. The times listed are the maximum times that samples may be held before the start of analysis and still be valid (e.g., samples analyzed for fecal coliforms may be held up to 6 hours prior to commencing analysis). Samples may be held for longer periods only if the permittee or monitoring laboratory has data on file to show that, for the specific types of samples under study, the analytes are stable for longer time, and has received a variance from the Region Administrator under 136.3(e). For a grab sample, the holding begins at the time of collection. For a composite sample collected with an automatic sampler (e.g., using a 24-hour composite sampler; see 40 CFR 122.21(g)(7)(i) or 40 CFR 403, Appendix E), the holding time begins at the time of the end of collection of the composite sample. For a set of grab samples composited in the field or laboratory, the holding time begins at the time of collection of the last grab sample in the set. Some samples may not be stable for the maximum time period given in the table. A permittee or monitoring laboratory is obligated to hold the sample for a shorter time if it knows that a shorter time is necessary to maintain sample stability. See 136.3(e) for details. The date and time of collection of an individual grab sample is the date and time at which the sample is collected. For a set of grab samples to be composited which were collected on the same calendar date, the date of collection is the date on which the samples are collected. For a set of grab samples to be composited which are collected across two calendar dates, the date of collection is the dates of the two days (e.g., November 14-15). For a composite sample collected automatically on a given date, the date of collection is the date the sample the sample is collected. For a composite sample collected automatically and collected across two calendar dates, the date of collection is the dates of the two days (e.g., November 14-15).
4. Samples collected for the determination of trace level mercury (<100 ng/L) using EPA Method 1631 must be collected in tightly-capped fluoropolymer or glass bottles and preserved with BrCl or HCl solution within 48 hours of sample collection. The time to preservation may be extended to 28 days if a sample is oxidized in the sample bottle. A sample collected for dissolved trace level mercury should be filtered in the laboratory within 24 hours of the time of collection. However, if circumstances preclude overnight shipment, the sample should be filtered in a designated clean area in the field in accordance with procedures given in Method 1669. If sample integrity will not be maintained by shipment to and filtration in the laboratory, the sample must be filtered in a designated clean area in the field within the time period necessary to maintain sample integrity. A sample that has been collected for determination of total or dissolved trace level mercury must be analyzed within 90 days of sample collection.
5. Aqueous samples must be preserved at $\leq 6^{\circ}\text{C}$, and should not be frozen unless data demonstrating that sample freezing does not adversely impact sample integrity is maintained on file and accepted as valid by the regulatory authority. Also, for purposes of National Pollutant Discharge Elimination System (NPDES) monitoring, the specification of " $\leq 6^{\circ}\text{C}$ " is used in place of the " 4°C " and " $< 4^{\circ}\text{C}$ " sample temperature requirements listed in some methods. It is not necessary to measure the sample temperature to three significant figures (1/100th of 1 degree); rather, three significant figures are specified so that rounding down to 6°C may not be used to meet the $\leq 6^{\circ}\text{C}$ requirement. The preservation temperature does not apply to samples that are analyzed immediately (less than 15 minutes).
6. Sampling, preservation and mitigating interferences in water samples for analysis of cyanide are described in ASTM D7365-09a. There may be interferences that are not mitigated by the analytical test methods or D7365-09a. Any technique for removal or suppression of interference may be employed, provided the laboratory demonstrates that it more accurately measures cyanide through quality control measures described in the analytical test method. Any removal or suppression technique not described in D7365-09a or the analytical test method must be documented along with supporting data.

D. Laboratory Analysis and Delivery:

1. Some samples collected by SVSD are delivered to and analyzed by a laboratory owned and operated by SVSD (JBWRF Laboratory). Other samples are analyzed by a private laboratory under contract with SVSD. All sample analysis must be performed in accordance with 40 CFR § 136. Analytical methods for pollutants that are not described in 40 CFR § 136 are performed using methods approved and validated by EPA.
2. Arrangements are made with the local contract laboratory to send a courier to SVSD to pick up samples collected by SVSD. In some cases, samples are delivered to the contract lab by Pretreatment staff.
3. If samples are mailed to a laboratory by SVSD, the following procedures are followed:
 - a. The Pretreatment Department pre-orders sample bottles and shipping containers through the contract laboratory.
 - b. Pretreatment Inspector/Samplers verify that the proper preservation method and containers are used.
 - c. All samples are shipped via common carrier for standard overnight delivery.
 - d. The shipping label is prepared on the common carrier website.
 - e. Samples are sealed, labeled, and hand delivered by Pretreatment staff to a common carrier drop off locations.

Emergency Sampling

- A. Emergency sampling may be initiated by SVSD if contamination is suspected or detected in the collection system or Treatment Works. Emergency sampling may be performed as a result of observed User non-compliance, or in response to reported Slug Load/spill events. (See additional slug/spill response procedures in Chapter 6.) Emergency sampling results may be useful in tracking the source of unreported Slug Load/spill discharges. The following steps are followed in the event emergency sampling is warranted:
 1. Worker safety is the first consideration in responding to emergency situations. Every precaution is taken to ensure the safety and welfare of SVSD personnel and the general public.

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2. The fire department may be contacted in circumstances involving potentially hazardous materials and conditions. As such, investigation of some emergencies involving hazardous materials, including sampling, may be outside the capabilities of SVSD personnel.
3. Pretreatment, as well as Collections and Treatment plant staff may be mobilized to collect emergency samples.
4. Circumstances at the time of the incident will dictate the location of the samples, parameters sampled for, the sampling equipment used, and number of samples collected.
5. Sampling should be conducted in order to track the path of contamination upstream at lift/pump stations and manholes located above major intersections in collection system, with the intention of ultimately identifying the discharge point.
6. Field test equipment such as pH/temperature meters, DO probes, and gas detectors should be employed during emergency sampling situations.
7. Other sampling protocols described in this procedure, such as methods, equipment, QA/QC, laboratory selection and procedures, equipment cleaning, preservation and analysis, hold times, etc. are adhered to in emergency sampling situations.

Sample Exceedance(s)

- A. SVSD Monitoring – If a violation is detected in a sample collected by SVSD, the Pretreatment Coordinator will notify the User within 24 hours of becoming aware of the violation(s). The Pretreatment Coordinator will require the User to prepare and submit, within 5 business days, a written explanation of the suspected cause(s) of the violation(s), and a detailed corrective action plan to prevent reoccurrence. SVSD will resample for the violated parameter(s) within 30-calendar days of becoming aware of the violation(s) and report the results to the User.

FREQUENCY OF MONITORING BASED ON FLOW

Conventional, Metal, Inorganic, Cyanide, And Phenol Organics

FLOW (gpd)	FREQUENCY
0 to 50,000	1 Per Year
50, 001 to 240,000	2 Per Year
240,001 to 1,000,000	3 Per Year
1,000,001 to 2,500,000	Quarterly
Over 2,500,000	Monthly

Organics

FLOW (gpd)	FREQUENCY
0 to 25,000	2 Per Year
25, 001 to 75,000	Quarterly
75,001 to 250,000	Monthly
Over 250,000	2 per month

CHAPTER 5

INSPECTIONS

LEGAL AUTHORITY

As the Control Authority, SVSD draws its legal authority for the implementation of this procedure from 40 CFR § 400-699, and SVSD Pretreatment Rules and Regulations Section 2.7.1.

SIU INSPECTIONS

Purpose

The Pretreatment Coordinator may, at his/her discretion, inspect any User at any time to determine compliance with SVSD Pretreatment Rules and Regulations. Permitted SIUs are inspected at least annually (<365 days from the previous inspection). This section describes the procedures for conducting SIU inspections, the purpose of which is:

- A. To obtain accurate and current information on Users;
- B. To determine if Users are in compliance with SVSD Pretreatment Rules and Regulations and terms and conditions of their permits;
- C. To collect information in support of enforcement actions;
- D. To verify correction of problems/violations.

PROCEDURE

All regular annual inspections of SIUs are planned at the beginning of each year and dates are placed on a calendar. The inspection calendar is shared with SVWRF in accordance with the *Interlocal Cooperation Agreement between SVSD and SVWRF*, as amended. The inspection schedule is not shared with Users.

- A. Types of SIU Inspections
 - 1. Unannounced Inspections: Are conducted without prior notice to the SIU. The inspector(s) arrives on the SIU premises and declares his/her intention to perform an inspection. Each SIU has at least one unannounced inspection every year. Most SIU inspections are unannounced.
 - 2. Announced Inspections: Are scheduled with the User in advance. The inspector telephones the SIU two (2) weeks in advance to schedule the inspection. A reminder telephone call is placed two (2) days prior to the inspection. Initial (first-time) inspections are usually scheduled.

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3. Demand Inspections: Are performed as follow up to potential or actual enforcement actions and non-compliance. Demand inspections may be announced or unannounced.

B. Pre-Inspection File Review and Checklist

Prior to performing an inspection, the inspector completes an Inspection Preparation Checklist (see IPP Form #11). The checklist guides the inspector through a review of the SIU's historical records. Pre-inspection file review should include examination of the following documents:

1. IU Application and Questionnaire/BMR
2. Wastewater discharge permit
3. Previous inspection reports
4. Previous monitoring and sample results
5. Facility layout and schematic diagrams
6. Best Management Practice (BMPs) plans
7. Slug Load/Spill Discharge Control plans
8. Toxic Organic Management Plans (TOMP)
9. Enforcement Actions; Significant Non-Compliance (SNC) status.

C. Facility Inspection

1. Entering the Facility: The inspector identifies him/herself at the main entrance to the SIU. The inspector provides a business card and photo identification. The inspector requests to meet with the SIU's Authorized Representative. If the Authorized Representative is unavailable the inspector asks to meet with another representative having overall knowledge of, and responsibility for, environmental compliance and facility operations.

(Note: If the inspector is denied entry and/or prevented from performing the inspection, the inspector leaves the SIU premises without argument or debate. The Pretreatment Coordinator then initiates a process to obtain a court ordered authorization to conduct the inspection.)

2. Sit-down discussion with the SIU's Authorized Representative (or designate): The inspector may choose to meet with the Authorized Representative prior to, or after, the facility walk-through to discuss items and make notes on the SIU Inspection Form (see IPP Form #12), such as:
 - a. Changes in operations/facility since the last inspection
 - b. Current inspection findings

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- c. Sample results (Monitoring points, sample procedures, and laboratory results are reviewed with the permittee's Authorized Representative during each inspection, even if SVSD performs all sampling.)
 - d. SIU reporting requirements
 - e. Required reports and documents
 - f. Environmental regulations as they apply the SIU
 - g. Slug Load/spill potential (SIUs are evaluated within one year of becoming an SIU, and every other year thereafter for their status under SVSD slug/spill control requirements. For more detail on slug/spill control requirements and procedures, see Chapter 6 – Slug Discharge Control and Response.)
3. Facility Walk-Through: During the facility walk-through the inspector tours the facility in an organized and logical fashion, observing all areas of the facility including the following areas, and recording observations on the SIU Inspection Form:
- a. Raw material storage, receiving area
 - b. Material handling
 - c. Manufacturing processes
 - d. Laboratories
 - e. Equipment and building maintenance areas
 - f. Chemical and waste handling, storage areas
 - g. Offices, storage rooms, closets, restrooms
 - h. Shipping, load-out areas
 - i. Exterior parking lots, equipment and material storage, paved and unpaved surfaces, facility grounds
 - j. All plumbing fixtures, floor sinks, trench drains, all other connections to the sanitary sewer system
 - k. Other areas that could directly or indirectly impact wastewater discharges.

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4. Exit Meeting: An exit meeting is conducted with SIU Authorized Representative or alternate after the facility walk-through to discuss the following:
 - a. Any concerns and deficiencies observed by the inspector during the facility walk-around or walk-through.
 - b. Any potential enforcement actions that could result from inspection findings. Any corrective actions required and specific dates for compliance.
 - c. Indicate if specific directives or requirements, or any enforcement actions will be documented in a letter to the Authorized Representative.
 - d. Any questions the SIU may have regarding SVSD Pretreatment Rules and Regulations and wastewater discharge permit requirements.

D. Post-Inspection Procedures

1. The inspector submits to the SIU Authorized Representative, in a timely manner, any documents or materials requested during the inspection.
2. The inspector completes a final draft of the SIU Inspection Form within two weeks of the inspection.
3. The Pretreatment Coordinator reviews and approves the final draft of SIU Inspection Form.
4. A copy of the final Inspection Form is sent to SVWRF in accordance with the *Interlocal Cooperation Agreement between SVSD and SVWRF*, as amended.
5. The inspector drafts a letter to the SIU documenting high points of the inspection, recommended and/or required corrective actions, enforcement actions, specific dates for compliance, etc. The letter is reviewed and approved by the Pretreatment Coordinator, and mailed, along with a copy of the inspection report, to the SIU Authorized Representative.
6. The Pretreatment Office Technician updates the Master User Database and tracking software with any new information and details gathered during the inspection.

E. Inspection Follow-up

1. The inspector schedules any required follow up inspections related to noncompliance or enforcement actions.

2. The inspector may choose to perform a follow up inspection on any corrective actions required or suggested during the inspection.

Records and Forms

Pretreatment Inspectors complete an Inspection Preparation Checklist before each SIU inspection. The SIU Inspection Form is completed during the inspection, and finalized after the inspection. Any line item on the inspection form that is not discussed with the IU representative is noted “Not Discussed”. Any information on the inspection form that does not apply to the IU or the circumstances of the inspection is noted “N/A”. Any photographs taken by inspectors during an SIU inspection are downloaded and saved to the User’s digital file. If it is determined during an inspection that the User’s wastewater discharge permit will expire in the near future, the inspector may provide a copy of the IU Application and Questionnaire/BMR form. The inspector scans and saves in digital format each completed SIU Inspection Form and any related paperwork. Any documents provided to the inspectors by a User during an inspection are also scanned and saved in hardcopy and digital files.

SECTOR CONTROL USER INSPECTIONS

Purpose

Sector Control Users that are subject to permitting under SVSD Pretreatment Rules and Regulations are inspected periodically by the Pretreatment Department. This section serves as the procedure for planning and performing those inspections.

Procedure

Sector Control User inspections and compliance activities are conducted for the following reasons:

- As a proactive measure to identify and reduce deleterious discharges to the collection system and treatment plants;
- To monitor compliance with wastewater discharge permit requirements;
- To educate commercial entity employees on relevant sewer BMPs;
- Obtain water meter readings from users with inline meters, which are used to calculate surcharge fees; and
- Respond to trouble spots reported by the Collections Department.

The frequency of Food Service Establishments (FSE) inspections depends on their anticipated fats, oil, and grease (FOG) discharge potential:

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- a. Low FOG Producing FSEs – every 24 months
- b. Medium FOG Producing FSEs – every 18 months
- c. High FOG Producing FSEs – annually
- d. Very High FOG Producing FSEs – twice annually.

Auto Service Establishments (ASE) and Car Wash Establishments (CWE) are inspected every 24 months. All other permitted commercial Users, such as industrial laundries, transportation service facilities, barrel re-claimers, waste energy plants, photo developers, cardboard carton manufacturers, etc., are inspected annually.

Each Sector Control User is inspected using either an Auto Service Establishment (ASE) or Food Service Establishment (FSE) Inspection form. Inspections are graded as either “pass” or “fail” based on the findings of the inspection. A finding of greater than 25% solids in an interceptor is graded “fail”. Inspectors work with Sector Control Users to achieve compliance through customer education and follow up inspections.

SVSD Collections Department staff reports excessive FOG accumulation observed during cleaning and CCTV operations. In response to these reports, Pretreatment staff conducts canvas inspections of the general area in order to identify potential FOG contributors.

As a matter of courtesy as well as for accuracy of inspection observations, Sector Control User inspections and education visits are scheduled at times other than peak business hours. Inspections of FSEs, for example, are not conducted between the hours of 11 AM and 1 PM. Businesses that operate primarily in the evening hours may be contacted to schedule an inspection convenient to Pretreatment staff work schedules.

A. Inspections of Grease/Sand/Oil Interceptors

The first step in Sector Control User inspections is the examination of the contents of interceptor(s). Most interceptors are located on private property. Many are located behind a fence or wall, in a drive-thru, parking lot, or alley, in a grassy area, or inside a building. If access is restricted, the business is contacted to request access or to schedule a return visit.

The work area is evaluated for proper vehicle and equipment setup, and traffic control. The ground surface surrounding interceptors is first inspected for evidence of overflow, damage, and safety hazards. Inspectors also note the presence and location of grease bins and/or recycle barrels, hydromechanical grease interceptors (HGI) (aka, ‘grease traps’), and indications of spills, dumping, or overflow.

Inspectors evaluate interceptors for external damage or missing clean-outs, lids, etc. After marking the area with traffic cones, inspectors open the interceptor manhole lids using methods and tools appropriate for the conditions.

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Prior to inspection of interceptors, inspectors test the atmosphere inside the devices for oxygen deficiency, and for the presence of toxic and hazardous gasses. Readings from a 4-gas detector are recorded on the inspection form.

In most cases interceptors have two compartments, primary (1st compartment) and secondary (2nd). The interior of each compartment is visually inspected through the manhole lid. The inspector may take a core sample of the contents of the compartments to estimate the quantities and proportion of solids to liquids. By design, most solids and floating grease will be captured in the primary tank. A well maintained and functioning interceptor will have fewer floating and settled solids in the secondary tank. The interceptor has exceeded its solids capacity and requires pumping if either compartment contains greater than manufacturer's specifications, which for concrete gravity grease interceptors is 25% solids (floating grease + settled solids).

Any obvious needed repairs to the tank inlet and outlet plumbing are also noted. Units needing pumping, service and/or repair are documented and discussed with the User's Authorized Representative (or designate).

B. Inspections of Hydromechanical Grease Interceptors

Most hydromechanical grease interceptors (HGI) are located inside the building in the FSE kitchen. Some are above ground and others are below grade or surface mounted.

Because of the potential for damage to the HGI lid, bolts and gaskets, the inspector may ask an employee of the business to open the HGI. The interior of the device is visually inspected to determine if the trap has exceeded its solids capacity as stipulated by the device manufacturer.

Any obvious needed repairs to the tank, inlet and outlet plumbing are also noted. Units needing pumping, service, and/or repair are documented and discussed in an education visit with the FSE owner(s)/operators.

Some HGIs are purported by their manufacturers to operate efficiently with more than 25% solids. In those cases, FSEs may apply for a variance to the 25% rule, and be subject a pump out schedule according to the following formula:

Manufacturer interceptor grease capacity (lbs)/(average # of meals per day x lbs of grease per meal) = max days between pump outs.

C. Permit Compliance

Each qualifying User is issued a Sector Control Wastewater Discharge Permit (IPP Form #13). The permit requires the entity to follow certain BMPs which are designed to limit FOG discharge to the POTW. Using the appropriate inspection form, the inspector inspects interior spaces of the User and evaluates compliance with permit BMP requirements. Any and all deficiencies are noted on the inspection form.

Any follow-up inspection conducted as a result of previously observed non-compliance may result in the User being charged a re-inspection fee in accordance with SVSD Consolidated Fee Schedule.

D. User Education

If deficiencies are noted during a compliance inspection, or if a problem is noted during the inspection of a FOG management device, the inspector presents their findings to the owner(s)/operators. The inspector reviews FOG management problems noted on the inspection form. FOG management problems include: 1) greater than 25% solids accumulation in an interceptor or trap; 2) presence of yellow grease in an interceptor or trap; 3) evidence of spills, leaks, or overflows; 4) damaged or missing infrastructure; 5) failure to implement BMPs; 6) failure to maintain records on interceptor or trap maintenance.

The consultation includes an explanation of the problems observed. The inspector may ask the ranking employee of the User how often the interceptor is maintained/pumped. The inspector may ask for device pumping records and other documentation. Educational handouts are provided to the FSEs which explain kitchen BMPs and the proper operation and cleaning of grease interceptors. Handouts are given to a business operator as necessary and appropriate. The inspector makes themselves available for questions related to the inspection and FOG management.

User consultations are documented and, as a result of the observation of significant problems, an inspector may choose to flag a User for a follow-up inspection and possibly more frequent inspections to confirm continued compliance. When a User fails to comply with informal requests for compliance, an inspector may recommend to the Pretreatment Coordinator that formal enforcement actions be initiated.

CHAPTER 6

SLUG DISCHARGE CONTROL AND RESPONSE

PURPOSE

This document serves as the standard procedure for the Pretreatment Department in managing the potential for, and responding to, Slug Loads/Slug Discharges. The purpose of SVSD Slug Discharge Control and Response Procedure is to:

- A. Provide an orderly means of identifying potential sources of Slug Load/Discharges.
- B. Require certain Users to implement a Slug Discharge Control Plan in order to reduce the risk and impact of Slug Discharges to SVSD.
- C. Provide for an organized and methodical response should a Slug Load be discharged to SVSD.

LEGAL AUTHORITY

As the Control Authority, SVSD draws its legal authority for the implementation of this procedure from the 40 CFR 403.8(f)(2)(vi), and Pretreatment Rules and Regulations, Section 2.3.3.

PROCEDURE

- A. Slug Load/Spill Potential Evaluation

Every SIU is evaluated at the time they are issued a general or individual wastewater discharge permit for the potential to discharge slug loads/spills to the POTW. These evaluations are conducted during onsite inspections and the results recorded on SIU Inspection Reports. The evaluation takes into consideration the daily operations of the User, chemicals and wastes stored and used (potential pollutants), potential spill pathways to the sewer system, and spill prevention and response policies and procedures implemented by User.

- B. Slug Discharge Control Plan Content Requirements

If the User is required by SVSD to develop and implement a Slug Discharge Control Plan, it must contain, at a minimum, the following elements:

- 1. Description of discharge practices, including non-routine batch discharges;
- 2. Description of stored chemicals;
- 3. Procedures for immediately notifying SVSD of Slug Discharges, including any discharge that would violate a prohibition under SVSD Pretreatment

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Rules and Regulations, Section 2.2.1 with procedures for follow-up written notification within five days;

4. If necessary, procedures to prevent adverse impact from accidental spills, including inspection and maintenance of storage areas, handling and transfer of materials, loading and unloading operations, control of plant site run-off, worker training, building of containment structures or equipment, measures for containing toxic organic pollutants (including solvents), and/or measures and equipment for emergency response.

A Slug Discharge Control Plan Review Checklist (see IPP form #14) is used by SVSD to review submitted Slug Discharge Control Plans. Users are notified in writing of the results of each review. Users that submit incomplete plans are required to resubmit compliant plans by a date specified by SVSD.

Each SIU is re-evaluated during the annual inspection for its potential to discharge Slug Loads and the need for a Slug Discharge Control Plan, or in case where a User has a plan, for its adequacy in controlling Slug Loads/spills.

Unpermitted Users that have the potential to discharge Slug Loads are periodically evaluated according to IWS procedures described in Chapter 1. They may be asked to complete and submit a Slug/Spill Potential Survey (IPP Form #15) and, if necessary, implement Slug load/spill protection measures.

C. Response Procedures to Slug Loads

Upon notification that a Slug Load has been discharged to SVSD, the following procedures are implemented.

1. Priorities during the response to a Slug Load/spill response are as follows:
 - a. 1st priority - protection of employee health and safety
 - b. 2nd priority - protection of POTW.
 - c. 3rd priority - protection of receiving waters and sludge quality.
2. The Pretreatment Coordinator, or designee, responds as follows:
 - a. Assess the severity of the Slug Discharge.
 - b. If appropriate, notify the following persons of Slug Loads/spills:
 - (1) JBWRF Operations Supervisor – 385-202-2764 (daytime), 801-513-4447 (after hours)
 - (2) Fire Department – 911

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- (3) Salt Lake County Health Department – 801-580-6681
(24 hours)
 - (4) Utah Division of Water Quality – 801-536-4123 (24 hours)
 - (5) US EPA Region 8 – 303-293-1788 (24 hours).
- c. If the discharge is from an unknown source, the following procedure is followed:
- (1) Review relevant and available Treatment Works sample results;
 - (2) Identify possible sources (track sewer lines on GIS system);
 - (3) Establish a plan for identifying the source of the discharge;
 - (4) Decide what samples need to be collected and, if necessary, notify the laboratory;
 - (5) Notify pretreatment field staff of the following:
 - (a) Initial location where Slug Discharge was identified;
 - (b) Locations to track upstream;
 - (c) Samples to collect;
 - (d) If the discharge is from a known source, the following procedure shall be undertaken:
 - i. Obtain the following information:
 - a) User name
 - b) User address
 - c) Date and time discharge started
 - d) Relevant chemical information such as, volume discharged, concentration, Safety Data Sheets, etc.
 - ii. Direct pretreatment inspectors/samplers to collect necessary samples from User;

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- iii. Each or all of the following steps if feasible may be taken should the discharge pose a hazard:
 - a) Evacuate vulnerable POTW personnel;
 - b) If possible, divert flow to protect treatment plant microbiology and equipment;
 - c) If necessary, perform remediation as directed by authorities.
- iv. All conditions and circumstances regarding Slug Loads are recorded in writing and photo documented.

D. Slug Load Penalty Policy

SVSD will take enforcement actions against any User that discharges a Slug Load in violation of its wastewater discharge permit or SVSD Pretreatment Rules and Regulations in accordance with SVSD Enforcement Response Plan, Chapter 7.

E. Slug Load After-Action Review

After each Slug Load response and investigation, SVSD conducts an internal review of the response and this procedure to identify if any improvements are needed to the procedure. A written report is prepared following every Slug Load incident.

CHAPTER 7

ENFORCEMENT RESPONSE PLAN

PURPOSE

The purpose of the Enforcement Response Plan (ERP) is to consistently and effectively respond to potential and actual non-compliance with Pretreatment Standards and requirements as set forth in SVSD Pretreatment Rules and Regulations. SVSD strives to be consistent, accurate, and equitable in its application of enforcement actions.

LEGAL AUTHORITY

As the Control Authority, SVSD draws its legal authority for the implementation of this procedure from the 40 CFR § 401, 403, 403.8(f)(5); Utah Code Annotated, 1953, Title 19, Chapter 5; and SVSD Pretreatment Rules and Regulations, Sections 2.11, 2.12, 2.13, 2.14, and 2.15.

PROCEDURE

The ERP describes a plan of action to follow in the event a User violates its general or individual wastewater discharge permit or SVSD Pretreatment Rules and Regulations. The types of violations that may occur and recommended responses are listed below. The following guidance materials are provided at the end of this chapter to assist in enforcement action decision making process:

- *Flow Diagrams for Evaluating Enforcement Actions*
- *Enforcement Actions – Responsible Personnel & Time Goals.*

The following definitions are integral to implementation of the ERP:

- Enforcement Violation – A violation by a User that triggers the ERP;
- Enforcement Action – An action taken by SVSD in response to a violation;
- Responsible Party – The person(s) or entity responsible for the violation(s) and subject to enforcement actions.

A. Types of Enforcement Violations

Violations are divided into five main groups as listed below. Each group has several subgroups.

1. Unauthorized Discharge

- a. Unauthorized Discharge, No Permit – A User fails to obtain a wastewater discharge permit (harm or no harm).

- b. Unauthorized Discharge, Permit Expired - A User fails to renew their wastewater discharge permit.
 - 2. Discharge Limit Violations
 - a. Isolated exceedance of wastewater discharge permit limit (no harm)
 - b. Isolated exceedance of wastewater discharge permit limit (harm)
 - c. Recurring exceedance of wastewater discharge permit limit (no harm)
 - d. Recurring exceedance of wastewater discharge permit limit (harm)
 - e. Reported Slug Load discharge (no harm)
 - f. Reported Slug Load discharge (harm)
 - g. Other
 - 3. Violations Unrelated to Discharge
 - a. Report late >30 calendar days
 - b. Report not signed or certified
 - c. Falsification of data
 - d. Failure to monitor all regulated pollutants
 - e. Improper sampling procedures
 - f. Failure to install monitoring equipment
 - g. Failure to submit compliance schedule progress reports
 - 4. Other Wastewater Discharge Permit Violations
 - a. Dilution of waste streams
 - b. Failure to mitigate noncompliance
 - c. Failure to properly operate and maintain pretreatment equipment
 - 5. Violations Discovered During an Inspection
 - a. Entry denial
 - b. Discharge from an unpermitted outfall
 - c. Inadequate record keeping
 - d. Failure to report monitoring
- B. Division of Responsibility

The type of enforcement action dictates which SVSD staff takes the lead in addressing the violation. The following is an outline of those responsibilities:

- 1. The Pretreatment Coordinator is responsible for addressing less severe violations as they occur. He/she is responsible for the following enforcement actions:

- a. Telephone calls
 - b. Informal meetings and hearings
 - c. Issuance of Notices of Violation (NOV)
2. The Treatment Facility Manager is responsible for overseeing the Pretreatment Coordinator's actions and administering the following enforcement actions:
- a. Show Cause Hearing
 - b. Consent Agreements
 - c. Compliance Orders
 - d. Cease and Desist Orders
 - e. Referrals to the Attorney for Civil Litigation
 - f. Referral to the State for Criminal Action.
3. SVSD's attorney provides legal consultation as requested by the Treatment Facility Manager (in consultation with the General Manager) on Consent Agreements and Compliance Orders and takes the lead on all civil litigation referred to him/her.

C. Penalty Policy

1. Introduction

In accordance with SVSD Pretreatment Rules and Regulations Section 2.11, 2.12, the Treatment Facility Manager (in consultation with the General Manager) may assess an administrative penalty to any User up to \$10,000, per violation, per day, for non-compliance with pretreatment limits, standards, reporting requirements or any other requirement stipulated in a User's general or individual wastewater discharge permit. In order to match Federal and State expectations, SVSD will review the most current and relevant EPA guidance when calculating and issuing penalties. The actual penalty assessed will range somewhere between the calculated minimum and statutory maximum.

Only finalized Compliance Orders and/or penalty documents are public documents. All other draft documents related to enforcement action negotiation and penalty calculation are considered confidential per the requirements of SVSD Pretreatment Rules and Regulations, Section 2.9.

If negotiations regarding a Compliance Order and/or penalty do not result in an outcome agreed to by all parties, the matter should be taken before a court of competent jurisdiction.

2. Purpose of Penalties

The purpose of penalties is to provide Users an incentive for compliance and deterrence to non-compliance, provide for fair and equitable treatment of non-compliant Users, and inducement to swift resolution of violations.

3. Maximum Penalty Calculation

The initial calculation of a penalty for violations of SVSD Pretreatment Rules and Regulations should be an estimate of the maximum statutory amount that could be sought through a court action against the User. The maximum amount of the User's liability is calculated by identifying the number of days that a limit or condition was violated, and multiplying that by the statutory maximum penalty per violation. Each limitation which was violated should be counted separately with Monthly Average violations being the number of days in the month that the violation occurred. Therefore, a violation of a Monthly Average or 30-day average is considered 30 days' worth of violations.

4. Establishing the Minimum Penalty

Calculation of the minimum penalty figure consists of a summation of two components, the economic benefit component (where applicable), and gravity component. In some cases, the calculated figure may be adjusted for a variety of factors as described below.

a. Economic Benefit Component

A violator may realize an economic benefit from the savings associated with delay of expenditures necessary for timely compliance. In addition, a violator may have improperly avoided other expenditures which would have been made if the User responsibly met its pretreatment requirements.

(1) Benefit from Delayed Costs

A User may improperly receive economic gain by delaying the expenditures necessary to achieve compliance with a Pretreatment Standard. By deferring the one-time cost of a system until an enforcement action is taken, a facility will be able to defer costs during the period of noncompliance. Examples of violations that can result in deferring required expenditures include:

- Failure to install equipment needed to meet discharge standards.

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- Failure to implement process changes needed to eliminate pollutants from products or waste streams.
- Improper storage of waste where proper storage is required to achieve compliance.
- Failure to obtain necessary permits for discharge, where such permits would be granted.

(2) Benefit from Avoided Costs

For some violations, a User may have failed to expend the funds required to achieve compliance. Violations where costs have been improperly avoided might include:

- Operation and maintenance (O&M) costs for equipment that the violator failed to install.
- Costs associated with the proper O&M of existing control equipment where improper O&M practices have been identified.
- Failing to employ sufficient number of adequately trained staff.
- Failing to establish or follow precautionary methods required by regulations or permits.
- Failing to conduct necessary testing and reporting.

(3) Benefit from Competitive Advantage

For most violations, removing the economic savings realized from delaying compliance will be sufficient to negate any competitive advantage the violator gained from noncompliance. However, in some cases, the violator may have gained an additional advantage during the period of noncompliance if the violator was able to improve its market share of goods and services as a result of costs savings. It is difficult to estimate the profits made from transactions which may not have occurred if the party had complied. Often, these estimates will be based on expertise in the industry rather than quantifiable data.

(4) Calculating Economic Benefit

Calculation of the economic savings from delayed compliance can be accurately determined through a series of present value calculations and a comparison of the cash flows that should have been incurred if the expenditures were properly made and the cash flows that actually will be made once the required pollution control systems are installed and operating. The EPA document “*Guidance for Calculating the Economic Benefit of Noncompliance for a Civil Penalty Assessment*” (aka “BEN”) may be used to complete the calculations.

b. Gravity Component

(1) Purpose of Gravity Component

As noted above, the penalty necessary to achieve deterrence should take into account any economic benefit of non-compliance. It should also include an amount reflecting the seriousness of the violation. This latter amount is referred to as the gravity component. In many cases the gravity component substantially exceeds the economic savings component.

Assigning a dollar figure to represent the gravity of a violation may be seen as a subjective process, but a determination of the relative seriousness of violations can be done in a fair and equitable manner. Linking the dollar amount of the gravity component to objective factors can be a useful way of ensuring that violations of approximately equal seriousness are treated the same and encourages swift resolution of environmental problems.

(2) Gravity Factors

The following gravity weighting factors should be considered for each month during which there are violations:

- Significance of the Violation – This factor reflects the degree of the exceedance of the most significant violation each month, and weighted more heavily for toxic pollutants.
- Health and Environmental Harm – The penalty should be increased if the violations present actual or potential harm to human health, POTW, or environment.

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- Number of Violations – This factor allows consideration of the total number of violations each month including all violations of the permit effluent limitations, monitoring and reporting requirements, and standard and special conditions.
- Duration of Noncompliance – This factor allows consideration of continuing, long-term violations of effluent limitations or other permit conditions. Generally, violations that continue for more than three months are considered long-term.

5. Calculating the Penalty Amount

The penalty figure for settlement purposes should be calculated based on the following formula:

Assessed Penalty = Gravity Penalty + Economic Benefit +/- Adjustments and Other Legal Considerations.

6. Penalty Range

Violations are grouped into four penalty categories based on the nature and severity of the violation. A penalty range is associated with each category. The following factors will be taken into account to determine where the penalty amount will fall within each range:

- History of compliance and noncompliance. History of noncompliance includes consideration of previous violations and degree of recidivism.
 - Degree of willfulness and/or negligence. Factors to be considered include how much control the violator had over the foreseeability of the events constituting the violation, whether the violator could have made reasonable efforts to prevent the violation, whether the violator knew of the legal requirements which were violated, and degree of recalcitrance.
 - Good faith efforts to comply. Good faith takes into account the openness in dealing with the violations, promptness in correction of problems, and the degree of cooperation with SVSD.
- a. Category A – \$5,000 to \$10,000 per day. Major violations of SVSD Pretreatment Rules and Regulations to include:
- (1) Discharges which result in documented public health effects and/or significant environmental damage.

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- (2) Any type of violation not mentioned above but considered severe enough to warrant a penalty assessment under Category A.
 - (3) Violations which caused, either alone or in conjunction with a discharge or discharges from other sources, an exceedance of the MAHL.
 - (4) Violations which caused, either alone or in conjunction with a discharge or discharges from other sources, a violation of the Treatment Work's UPDES permit.
 - (5) pH violations less than or equal to 2 SU.
 - (6) pH violations greater than or equal to 12.5 SU.
- b. Category B – \$2,000 to \$7,000 per day. Major violations of SVSD Pretreatment Rules and Regulations to include:
- (1) Discharges which likely caused or potentially could cause (but are not documented) public health effects or significant environmental damage.
 - (2) Creation of a serious hazard to public health or the environment.
 - (3) Illegal discharges containing significant quantities or concentrations of toxic or hazardous materials.
 - (4) Any type of violation not mentioned previously which warrants a penalty assessment under Category B.
 - (5) Violations which likely caused or could have caused, either alone or in conjunction with a discharge or discharges from other sources, an exceedance of the MAHL.
 - (6) Violations which likely caused or could have caused, either alone or in conjunction with a discharge or discharges from other sources, a violation of the Treatment Work's UPDES permit.
 - (7) Effluent violations greater than 2.5 times the permit limit.
 - (8) pH violations greater than 2, but less than 5 SU.

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- (9) pH violations greater than 12, but less than or equal to 12.5 SU.
- c. Category C – \$500 to \$3,000 per day. Violations of SVSD Pretreatment Rules and Regulations to include:
- (1) Significant exceedance of permit limits. (between 1.4 to 2.5 times the limit for conventional pollutants, and between 1.2 to 2.5 times the limit for other pollutants, unless SVSD believes or has proof that the MAHL was violated due to this discharge or the Treatment Works also violates its UPDES permit during the time the User was in violation.)
 - (2) Substantial non-compliance with the requirements of a compliance schedule.
 - (3) Substantial non-compliance with monitoring and reporting requirements.
 - (4) Illegal discharge containing significant quantities or concentrations of non-toxic or non-hazardous materials.
 - (5) Any type of violation not mentioned previously which warrants a penalty assessment under Category C.
- d. Category D – up to \$1,000 per day. Minor violations of SVSD Pretreatment Rules and Regulations to include:
- (1) Minor exceedance of permit limits (less than 1.4 times the limit for conventional pollutants, and/or less than 1.2 times the limit for other pollutants, unless SVSD believes or has proof that the MAHL was violated due to the violation or the Treatment Works also violates its UPDES permit during the time the User was in violation.)
 - (2) Minor violations of compliance schedule requirements.
 - (3) Minor violations of reporting requirements.
 - (4) Illegal discharges not covered in Categories A, B, and C.
 - (5) Any type of violations not mentioned previously which warrants a penalty assessment under Category D.

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- e. The penalty for reporting and sampling violations where no significant economic benefit is realized by the offending User, and where no harm to POTW workers or the environment has resulted, will be as follows:
- (1) Reporting Violation: \$500 per 30 days, or fraction thereof, that the report is late past the initial 45-day grace period.
 - (2) Sampling Violation by Omission: The cost of a missed test based on the average of the fees of two commercial laboratories, plus \$250 for each sampling violation where samples were required but not taken for each permit defined sampling period. If harm to the environment is suspected based on SVSD sampling or other indicators, the penalty will be significantly higher.

7. Alternative Payments

SVSD may consider the costs expended by the offending User on pre-approved supplemental environmental projects as partial settlement of enforcement cases. The regulated community is generally receptive to this “alternative payment” practice. Listed below are some of the conditions of doing a supplemental environmental project:

- No credits will be given for activities that currently are, or will be, required under current law, or are likely to be required in the foreseeable future.
- The project’s environmental benefit should be to the general public rather than to the User or a governmental entity.
- The project cannot be something the violator is reasonably expected to do as part of sound entity practices.
- Completion of the project should require minimal SVSD oversight.
- The violator cannot gain positive press, tax advantage, or benefit in any way from the project.
- A supplemental environmental project cannot substitute for a BEN calculated fee, which must be collected within 30 days of finalizing a compliance schedule.

E. Penalty Policy Summary

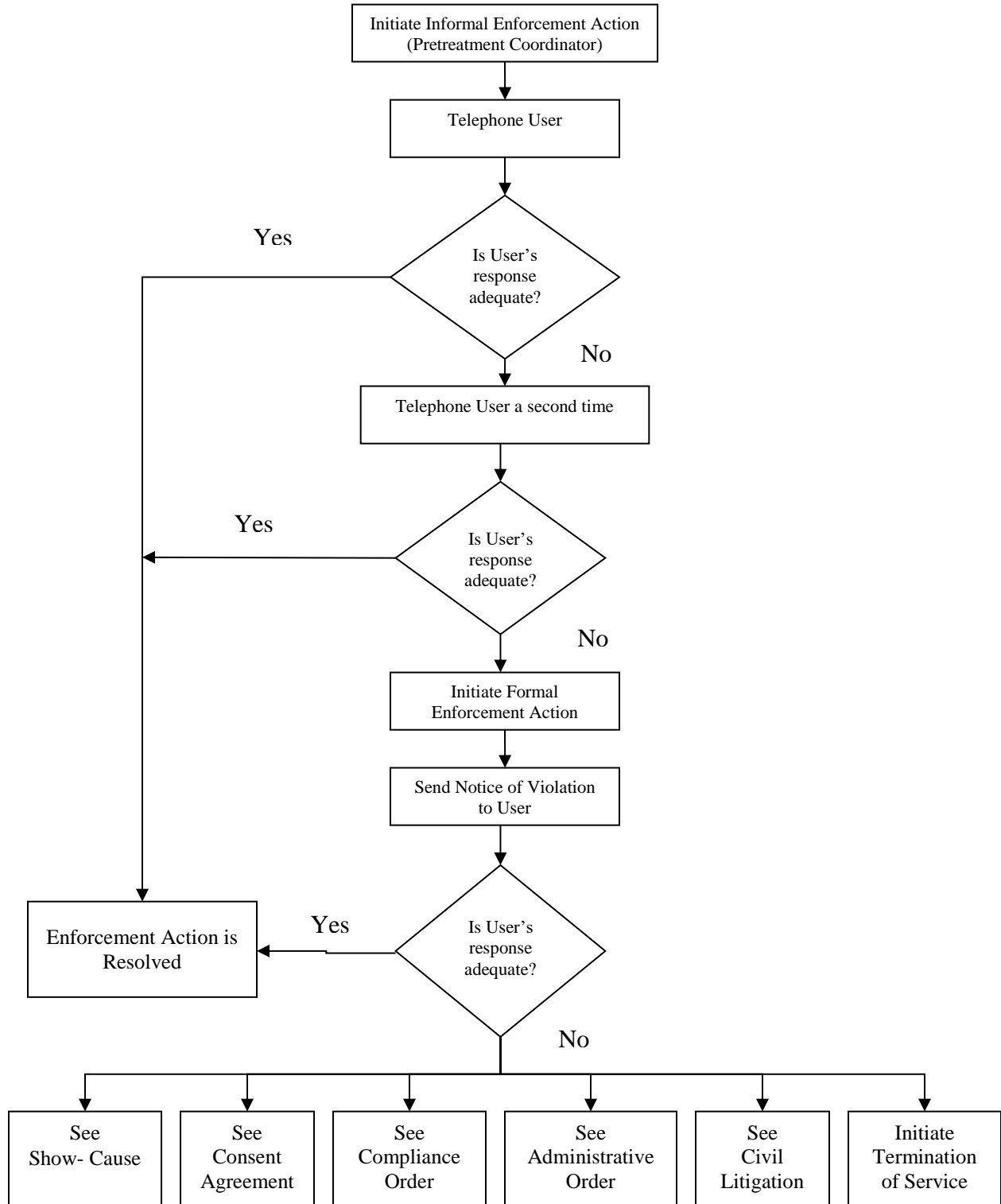
The assessment of penalties is an essential element of any regulatory program and is necessary to preserve the authority and credibility of SVSD's IPP. Through application of the factors outlined by this policy, SVSD can settle on a penalty which provides:

- A deterrent against future non-compliance;
- Fair and equitable treatment of Users; and
- Swift resolution of environmental problems.

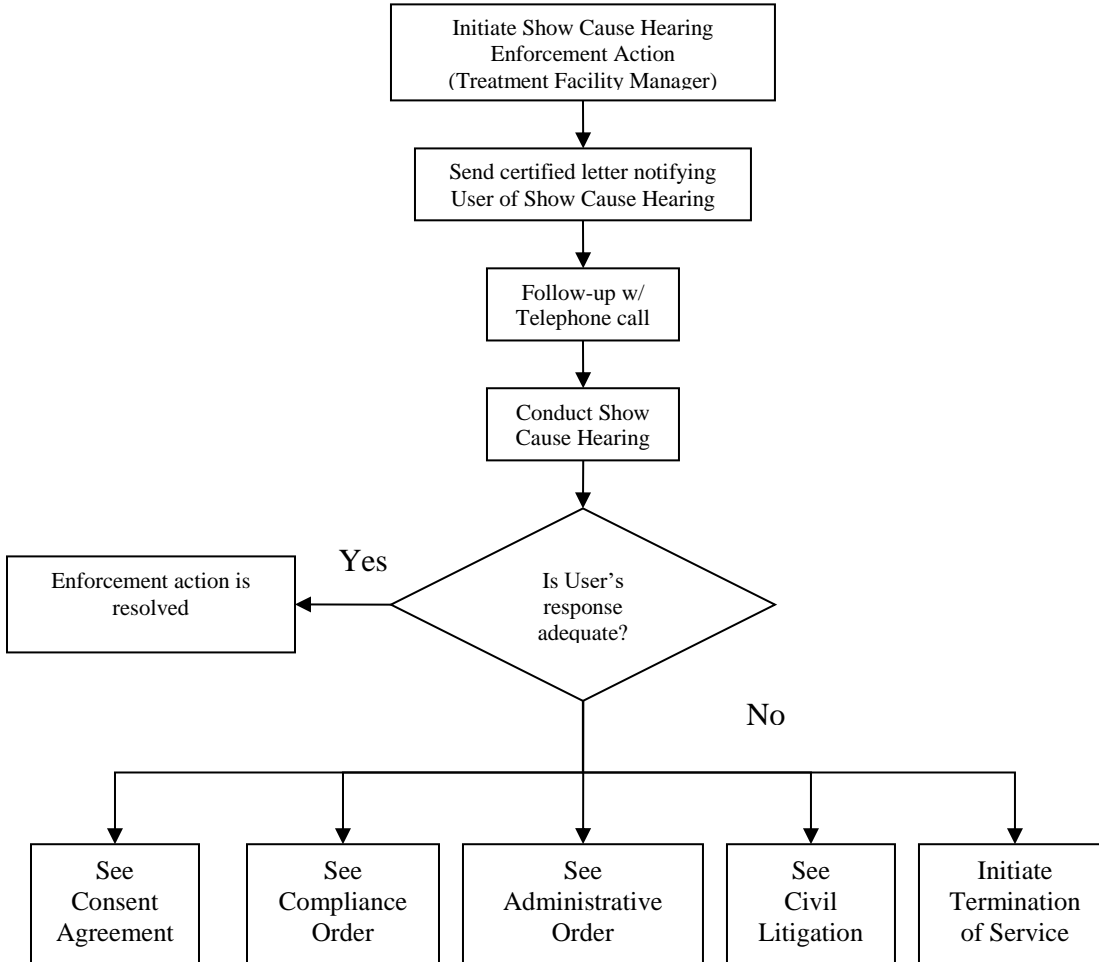
The calculation of penalties will include the maximum amount allowed by SVSD Pretreatment Rules and Regulations and factor in the economic benefit analysis provided in this policy. Should the economic benefit analysis exceed the maximum penalty provided by the Pretreatment Rules and Regulations, SVSD will consider referral of the violation to the State for enforcement so that an appropriate penalty can be determined.

The Enforcement Incidence Form (IPP Form #16) is used to document and track each enforcement action, and Enforcement Response Annual Review Form (IPP Form #17) is used to summarize enforcement actions taken against a User over the course of each calendar year.

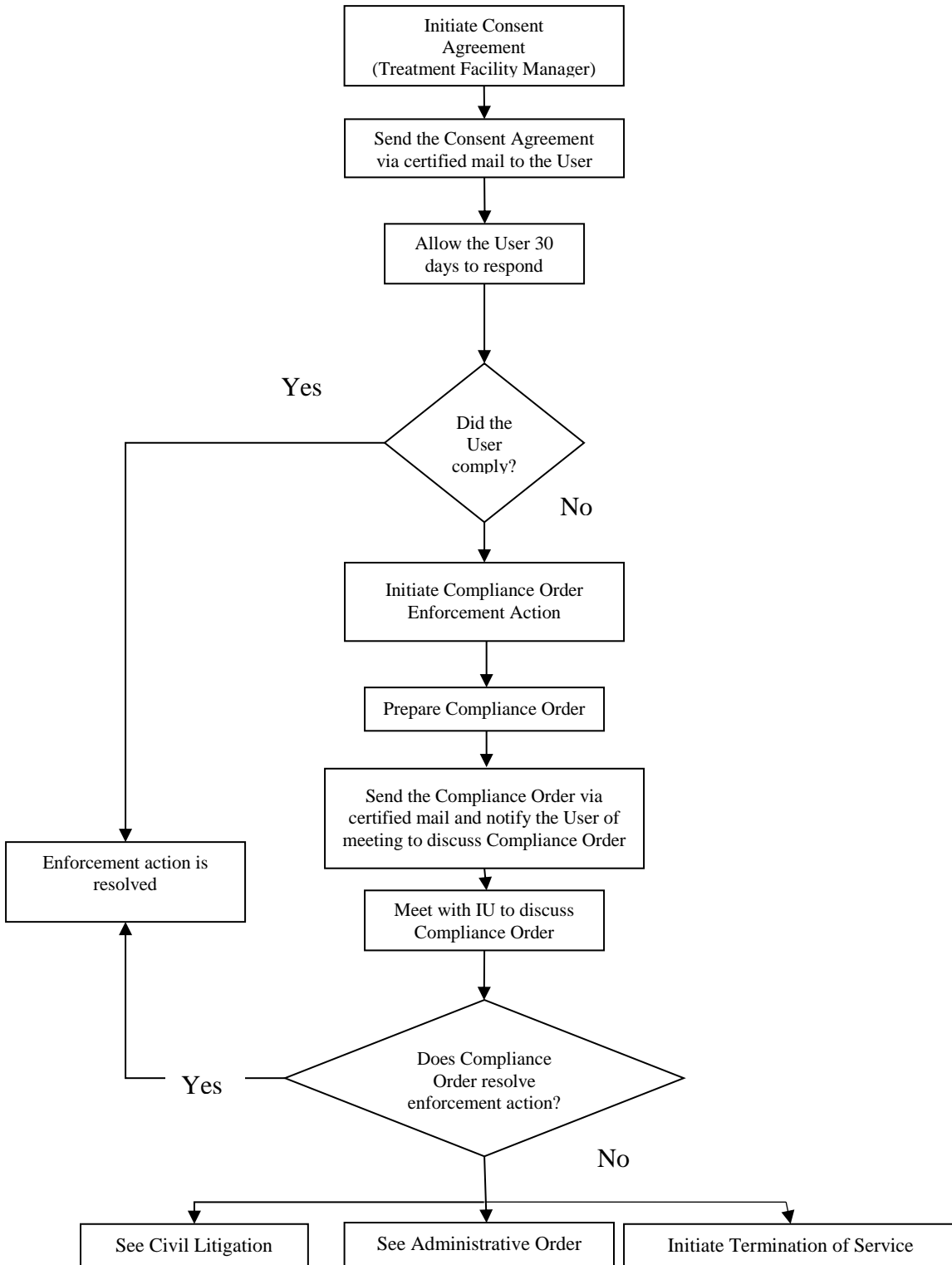
**FIGURE 1
EVALUATING ENFORCEMENT**



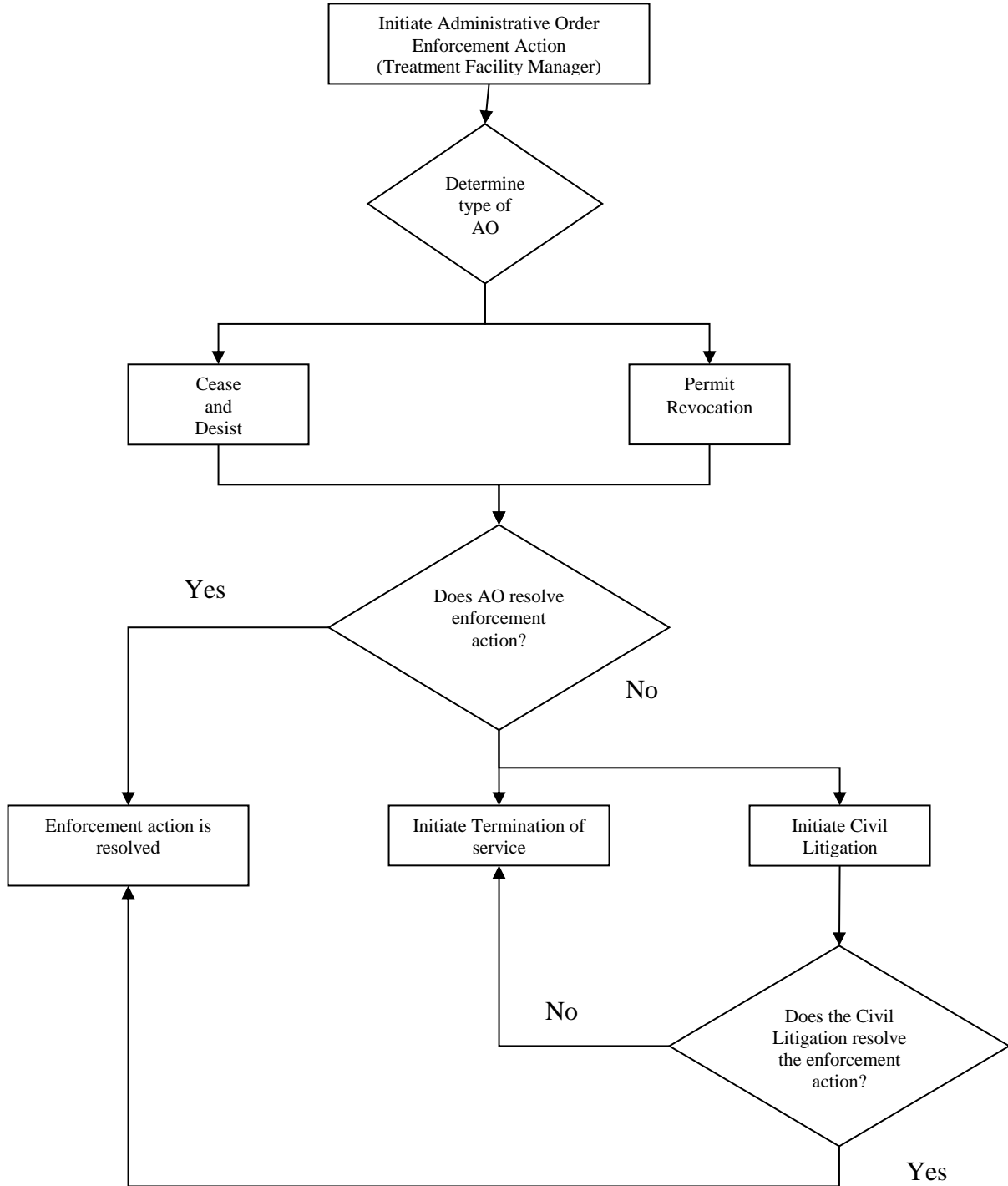
**FIGURE 2
SHOW CAUSE HEARING**



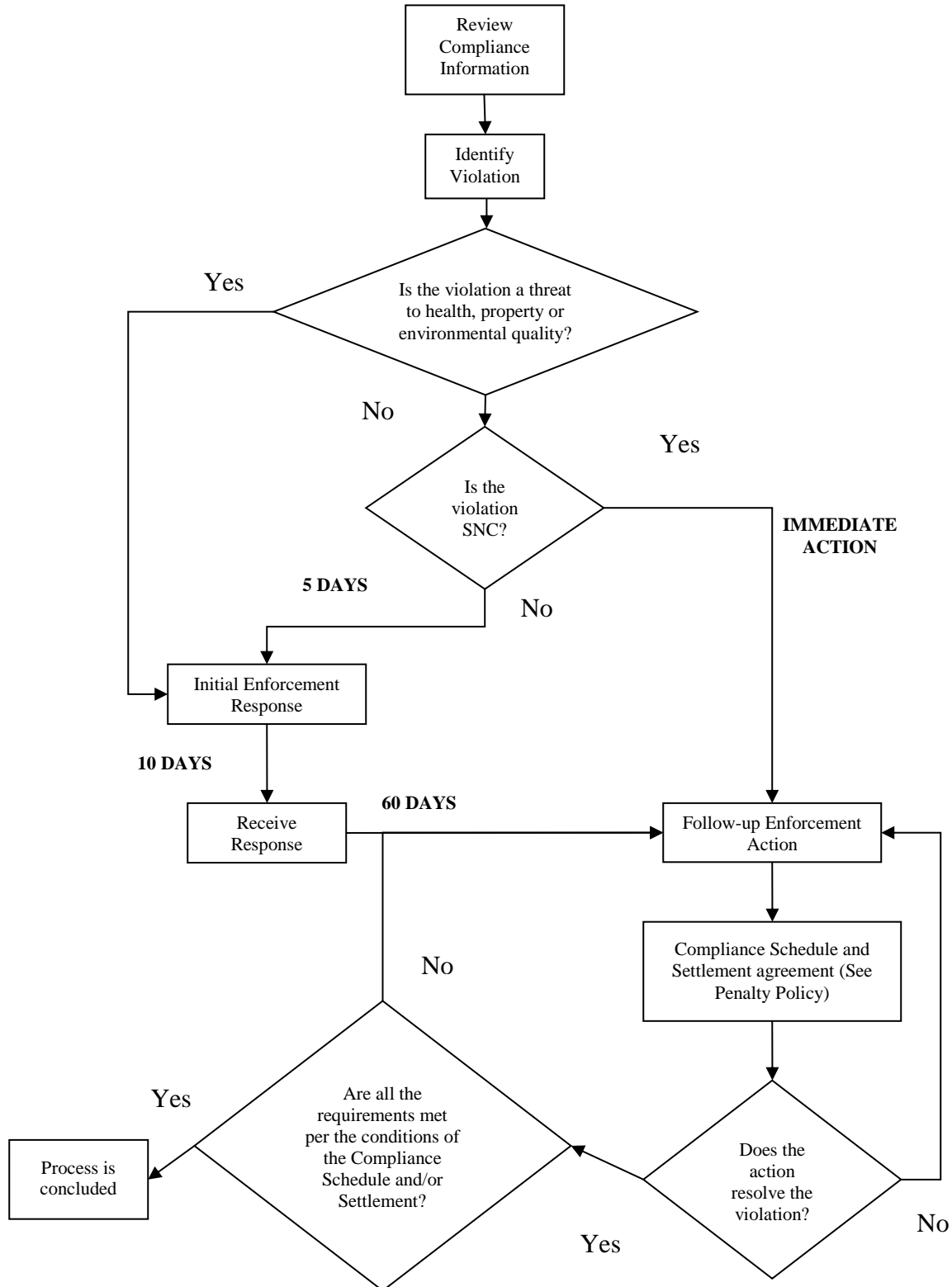
**FIGURE 3
CONSENT AGREEMENT/ORDER**



**FIGURE 4
ADMIN ORDER/CIVIL LITIGATION**



**FIGURE 5
ENFORCEMENT TIME FRAMES**



ENFORCEMENT ACTIONS – RESPONSIBLE PERSONNEL & TIME GOALS

EXCEEDANCE OF LOCAL OR FEDERAL STANDARD			
Violation	Enforcement Action	Responsible Personnel	Time Goal (Days)
Isolated, Not Significant	Telephone Call	Pretreatment Coordinator	7
	Notice of Violation		7-14
Isolated, Significant	Compliance Order w/ Penalty	Treatment Facility Manager	14
Isolated, Harm to Treatment Plant or Environment	Show Cause Hearing	Treatment Facility Manager	14
	Civil Action w/ Penalty	Attorney*	30
Recurring, No Harm to Treatment Plant or Environment, Not SNC	Show Cause Hearing Compliance Schedule	Treatment Facility Manager	30
	Administrative Order w/ Penalty and Compliance Schedule		
Recurring, SNC	Show Cause Hearing Compliance Schedule	Treatment Facility Manager	14-30
	Compliance Order w/ Penalty and Compliance Schedule	Attorney*	30
	Civil Action w/ Statutory Penalty	Treatment Facility Manager and Attorney*	30
	Termination of Service	Treatment Facility Manager*	0-30
*In consultation with General Manager			

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UNPERMITTED DISCHARGE			
Violation	Enforcement Action	Responsible Personnel	Time Goal (Days)
IU Unaware of Requirements – No Harm to Treatment Plant or Environment	Telephone call	Pretreatment Coordinator	7
	Notice of Violation		7-30
IU Unaware of Requirements – Harm to Treatment Plant or Environment	Administrative Order	Treatment Facility Manager	30
	Civil Action	Attorney*	
Failure to Apply Continues After Notice by the CA	Show Cause Hearing w/ Penalty	Treatment Facility Manager	14-30
	Civil Action w/ Penalty	Attorney*	30
	Criminal Investigation	Attorney or Refer to DEQ/EPA*	30
	Termination of Service	Treatment Facility Manager*	0-30
IU Has Not Submitted Application within 30/45 Days of Due Date	Notice of Violation	Pretreatment Coordinator	7
	Termination of Service	Treatment Facility Manager*	0-30
*In consultation with General Manager			

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REPORTING VIOLATIONS			
Violation	Enforcement Action	Responsible Personnel	Time Goal (Days)
Report is Improperly Signed or Certified	Telephone Call	Pretreatment Coordinator	7
	Notice of Violation		7-14
Report is Improperly Signed or Certified After Notice by CA	Notice of Violation	Pretreatment Coordinator	7-14
	Show Cause Hearing	Treatment Facility Manager	30
Isolated, Not Significant, (For Example Five Days Late)	Telephone Call	Pretreatment Coordinator	7
	Notice of Violation	Treatment Facility Manager	7-14
Significant, (For Example 30/45 Days or More Late)	Show Cause Hearing	Treatment Facility Manager	30
	Compliance Order w/ Penalty	Treatment Facility Manager	30
Reports are Always Late or No Reports at All Enforcement Response	Show Cause Hearing	Treatment Facility Manager	7-14
	Administrative Order w/ Penalty	Treatment Facility Manager	30
	Civil Action	Attorney*	30
Failure to Report Spill or Changed Discharged, (No Harm)	Notice of Violation	Pretreatment Coordinator	7-14
Failure to Report Spill or Change in Discharge, (Results In Harm)	Show Cause Hearing	Treatment Facility Manager	7-14
	Compliance Order w/ Penalty	Treatment Facility Manager	30
	Civil Action	Attorney*	30
Repeated Failure to Report Spills	Show Cause Hearing w/ Penalty	Treatment Facility Manager	30
	Administrative Order Cease and Desist	Treatment Facility Manager	14
	Termination of Service	Treatment Facility Manager*	0-30
Falsification of Data, Reports, Application, etc.	Criminal Investigation	Refer to DEQ/EPA	30
	Termination of Service	Treatment Facility Manager*	0-30

*In consultation with General Manager

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FAILURE TO MONITOR CORRECTLY			
Violation	Enforcement Action	Responsible Personnel	Time Goal (Days)
Failure to Monitor All Pollutants as Required by Permit	Notice of Violation	Pretreatment Coordinator	7-14
Recurring Failure to Monitor	Show Cause Hearing	Treatment Facility Manager	30
	Compliance Order w/ Penalty	Treatment Facility Manager	30
	Civil Action	Attorney*	30
*In consultation with General Manager			

IMPROPER SAMPLING			
Violation	Enforcement Action	Responsible Personnel	Time Goal (Days)
Evidence of Intent	Criminal Investigation	Refer to DEQ/EPA	7-30
	Termination of Service	Treatment Facility Manager	0-30

FAILURE TO INSTALL MONITORING EQUIPMENT			
Violation	Enforcement Action	Responsible Personnel	Time Goal (Days)
Delay of Less Than 30 Days	Notice of Violation	Pretreatment Coordinator	7-14
Delay of More Than 30 Days Without Cause	Compliance Order w/ Penalty	Treatment Facility Manager	30
	Civil Action	Attorney*	30
Recurring Violation of Administrative Order	Civil Action	Attorney*	30
	Criminal Investigation	Refer to DEQ/EPA	7-30
	Termination of Service	Treatment Facility Manager*	0-30
* In consultation with General Manager			

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COMPLIANCE SCHEDULES			
Violation	Enforcement Action	Responsible Personnel	Time Goal (Days)
Missed Milestone by Less Than 30 Days, or Will Not Affect Final Milestone	Notice of Violation	Pretreatment Coordinator	7
Missed Milestone by More Than 30/45 Days, or Will Affect Final Milestone (Good Cause for Delay)	Notice of Violation	Pretreatment Coordinator	7
	Compliance Order	Treatment Facility Manager	7-14
Missed Milestone by More Than 30/45 Days, or Will Affect Final Milestone (No Good Cause for Delay)	Show Cause Hearing	Treatment Facility Manager	30
	Compliance Order w/ Penalty	Treatment Facility Manager	30
	Civil Action	Attorney*	30
Recurring Violation or Violations of Schedule in Administrative Order	Civil Action	Attorney*	30
	Criminal Investigation	Refer to DEQ/EPA	7-30
	Termination of Service	Treatment Facility Manager*	0-30
* In consultation with General Manager			

WASTE STREAMS ARE DILUTED IN LIEU OF TREATMENT			
Violation	Enforcement Action	Responsible Personnel	Time Goal (Days)
Initial Violation	Notice of Violation	Pretreatment Coordinator	7-14
Recurring Violations	Show Cause Hearing	Treatment Facility Manager	30
	Administrative Order w/ Penalty Cease and Desist	Treatment Facility Manager	30
	Termination of Service	Treatment Facility Manager*	0-30
* In consultation with General Manager			

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FAILURE TO MITIGATE NONCOMPLIANCE OR HALT PRODUCTION

Violation	Enforcement Action	Responsible Personnel	Time Goal (Days)
Does Not Result In Harm	Notice of Violation	Pretreatment Coordinator	7-14
Does Result In Harm	Compliance Order w/ Penalty	Treatment Facility Manager	30
	Civil Action w/ Penalty	Attorney*	30
	Termination of Service	Treatment Facility Manager*	0-30
* In consultation with General Manager			

FAILURE TO PROPERLY OPERATE AND MAINTAIN PRETREATMENT FACILITY

Violation	Enforcement Action	Responsible Personnel	Time Goal (Days)
Does Not Result in Harm	Notice of Violation	Pretreatment Coordinator	7-14
Does Result in Harm	Compliance Order w/ Penalty	Treatment Facility Manager	30
	Civil Action w/ Penalty	Attorney*	30
	Termination of Service	Treatment Facility Manager*	0-30
* In consultation with General Manager			

FAILURE TO NOTIFY POTW OF CHANGED AT THE IU FACILITY

Violation	Enforcement Action	Responsible Personnel	Time Goal (Days)
Does Not Result in Harm	Notice of Violation	Pretreatment Coordinator	7-14
Does Result in Harm	Compliance Order w/ Penalty	Treatment Facility Manager	30
	Civil Action w/ Penalty	Attorney*	30
	Termination of Service	Treatment Facility Manager*	0-30
* In consultation with General Manager			

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ENTRY DENIAL			
Violation	Enforcement Action	Responsible Personnel	Time Goal (Days)
Entry Denied or Consent Withdrawn	Obtain Warrant and Return to IU	Pretreatment Coordinator	0-3
Access to or Copies of Records Denied	Obtain Warrant and Return to IU	Pretreatment Coordinator	0-3

ILLEGAL DISCHARGE			
Violation	Enforcement Action	Responsible Personnel	Time Goal (Days)
No Harm to Treatment Plant or Environment	Notice of Violation	Pretreatment Coordinator	7-14
	Compliance Order w/ Compliance Schedule	Treatment Facility Manager	30
Discharge Causes Harm to Treatment Plant or Environment	Show Cause Hearing w/ Penalty	Treatment Facility Manager	30
	Civil Action w/ Penalty	Attorney*	30
	Termination of Service	Treatment Facility Manager*	0-30
Evidence of Intent/Negligence	Criminal Investigation	Refer to DEQ/EPA	7-30
	Termination of Service	Treatment Facility Manager*	0-30
Recurring Violation of Administrative Order	Termination of Service	Treatment Facility Manager*	0-30
* In consultation with General Manager			

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IMPROPER SAMPLING			
Violation	Enforcement Action	Responsible Personnel	Time Goal (Days)
Unintentionally Sampling at Incorrect Location, Using Incorrect Sample Type and/or Using Incorrect Sample Collection Techniques	Notice of Violation	Pretreatment Coordinator	7-14
Intentionally and/or Recurring; Sampling at Incorrect Location, Using Incorrect Sample Type and/or Using Incorrect Sample Collection Techniques	Show Cause Hearing w/ Penalty	Treatment Facility Manager	30
	Criminal Investigation	Refer to DEQ/EPA	7-30
	Termination of Service	Treatment Facility Manager*	0-30
* In consultation with General Manager			

INADEQUATE RECORDKEEPING			
Violation	Enforcement Action	Responsible Personnel	Time Goal (Days)
Inspector Finds Files Incomplete or Missing (No Evidence of Intent)	Notice of Violation	Pretreatment Coordinator	7-14
Recurring; Inspector Finds Files Incomplete or Missing	Show Cause Hearing	Treatment Facility Manager	30
	Compliance Order w/ Penalty	Treatment Facility Manager	30
	Termination of Service	Treatment Facility Manager*	0-30
Inspector Finds Files Incomplete or Missing (With Evidence of Intent To Conceal Information from Ca)	Criminal Investigation	Refer to DEQ/EPA	7-30
	Termination of Service	Treatment Facility Manager*	0-30
* In consultation with General Manager			

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FAILURE TO REPORT ADDITIONAL MONITORING			
Violation	Enforcement Action	Responsible Personnel	Time Goal (Days)
Inspector Finds Additional Files	Notice of Violation	Pretreatment Coordinator	7-14
Recurring Failure to Report All Monitoring	Show Cause Hearing	Treatment Facility Manager	30
	Compliance Order w/ Penalty	Treatment Facility Manager	30
	Termination of Service	Treatment Facility Manager*	0-30
Inspector Finds Additional Files and/or Monitoring With Evidence of Intent to Conceal Information from CA	Criminal Investigation	Refer to DEQ/EPA	7-30
	Termination of Service	Treatment Facility Manager*	0-30
*In consultation with the General Manager.			

FAILURE TO NOTIFY POTW OF CHANGE AT THE IU FACILITY			
Violation	Enforcement Action	Responsible Personnel	Time Goal (Days)
Does Not Result in Harm	Notice of Violation	Pretreatment Coordinator	7-14
Does Result in Harm	Compliance Order w/ Penalty	Treatment Facility Manager	30
	Civil Action w/ Penalty	Attorney*	30
	Termination of Service	Treatment Facility Manager *	0-30
*In consultation with the General Manager.			

**CHAPTER 8
NOTIFICATIONS**

PURPOSE

The purpose of this document is to outline procedures for providing the following notifications:

- A. Notifying the public, relevant stakeholders, and the User regarding the drafting of a new wastewater discharge permit;
- B. Notifying the public regarding Users found to be in Significant Non-Compliance (SNC);
- C. Notifying Users of hazardous waste notification requirements;
- D. Notifying the public and other affected parties of proposed changes and/or modifications to SVSD IPP: and
- E. Notifying Users of changes to applicable Federal, State, and local rules and regulations.

LEGAL AUTHORITY

As the Control Authority, SVSD draws its legal authority for the implementation of this procedure from 40 CFR § 403.8(f)(2)(iii), 403.12(p)(1), and 403.18, and SVSD Pretreatment Rules and Regulations, Section 2.6.9 and 2.10.

PROCEDURE

- A. Wastewater Discharge Permits

Following the drafting of every new and renewed SIU wastewater discharge permit, the Pretreatment Coordinator posts a draft of the permit on SVSD's website. A notice of the draft permit is placed in a newspaper of general circulation or website that provides meaningful public notice within the jurisdiction served by SVSD. The following parties are notified in writing of the posting and invited to comment: 1) SIU to be permitted, 2) SVWRF Pretreatment Department, and 3) Utah Division of Water Quality (DWQ). Interested persons have 30 days to review and comment.

- B. Significant Non-Compliance

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Significant Non-Compliance (SNC) is defined in SVSD Pretreatment Rules and Regulations Section 2.10. Violations of Pretreatment Standards and Requirements that trigger an SNC designation are documented in formal enforcement actions.

The Treatment Facility Manager publishes annually in a newspaper of general circulation or website that provides meaningful public notice within the jurisdiction served by SVSD a list of Users that were at any time during the previous 12 months found to be in SNC. The following information is published for each User in SNC:

1. Name of User
2. The criteria that resulted in the SNC classification
3. Duration in SNC
4. Current status

The notice is published by March 28 of each year. SNC applies to all SIUs, and any User that violates paragraphs (C), (D) or (H) of the SNC definition.

Each quarter the Pretreatment Coordinator provides the Treatment Facility Manager and General Manager an update on the status of Users in SNC.

C. Hazardous Waste Notification Requirements

Each User that is required to complete an Industrial Waste Survey (IPP Form #3) is notified via language on the form of the requirement to notify Federal, State, and local authorities if they discharge hazardous waste to the sanitary sewer system, in accordance with SVSD Pretreatment Rules and Regulations, Section 2.6.9. All SIU permits include notification requirements regarding discharge of hazardous waste. During annual inspections of SIUs the inspector may elect to discuss the requirements of SVSD Pretreatment Rules and Regulations, Section 2.6.9, and provide Users that generate hazardous waste with up-to-date educational information regarding EPA and State hazardous waste rules and regulations.

D. Notice of SVSD Industrial Pretreatment Program (IPP) Changes

The Pretreatment Coordinator notifies SIUs, SVWRF, DWQ, and the general public of all proposed changes to SVSD Industrial Pretreatment Program and Local Limits in accordance with the requirements of 40 CFR § 403.18.

Changes to SVSD Industrial Pretreatment Program and/or Treatment Works Local Limits are reviewed by SVSD Board of Trustees and approved by DWQ, then public noticed prior to a public hearing and final adoption by the Board.

E. Notifying Users of changes to applicable Federal, State, and local rules and regulations

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SVSD notifies Users and concerned stakeholders of applicable changes to Federal, State, and local regulations prior to promulgation per the following procedures:

1. The Pretreatment Coordinator maintains a database of all Industrial User names and addresses.
2. When the need to disseminate information arises, the Pretreatment Coordinator prepares a general mailing.
3. The Pretreatment Coordinator determines which Users and other stakeholders are to receive the mailing.
4. Responses are recorded and tracked by the Pretreatment Coordinator.
5. Notices of public hearings are published in a newspaper of general circulation or website that provides meaningful public notice within the jurisdiction served by SVSD.
6. Public hearings are held before SVSD Board of Trustees.

CHAPTER 9

CONFIDENTIAL INFORMATION, DOCUMENT REQUESTS, & RECORDKEEPING

PURPOSE

The purpose of this chapter is to establish procedures for handling information that is presented to SVSD as “confidential”, and outline SVSD Pretreatment Department’s general recordkeeping procedures.

LEGAL AUTHORITY

As the Control Authority, SVSD draws its legal authority for the implementation of this procedure from SVSD Pretreatment Rules and Regulations, Section 2.9.

PROCEDURE

A. Confidential Information and Requests for Documents

In accordance with Utah Government Records Access and Management Act (GRAMA), the public may request any information regarding a User that is not considered confidential. When a request is made for information regarding a User the Pretreatment Coordinator will ensure that the information has not been classified as confidential, and provide the information to the requestor in accordance with SVSD GRAMA response procedures. Only those portions of documents that qualify as confidential are withheld from the public.

When a User claims that documents and information that it submits to SVSD is confidential, the User must label the pages as such in accordance with Utah Code Annotated Sections 63G-2-309 and 63G-2-400.5 thru 63G-2-406, as amended.

Information qualifying as confidential is kept by SVSD in file folders or computer directories labeled as confidential to ensure the information is not released to the public. The documents are labeled as confidential with instructions to discuss any use or request for the information with the Pretreatment Coordinator.

Information regarding a User’s discharge to the POTW and development of permit limitations may not be claimed as confidential.

Pursuant to GRAMA, User’s confidential information shall be made available upon request by governmental agencies for uses related to the UPDES or IPP, and in enforcement proceedings involving the person or entity furnishing the documents.

B. Recordkeeping

All SVSD IPP records and documents are retained either in hardcopy or in digital format for a minimum of five years. Most pretreatment documents are stored in SVSD Pretreatment Department offices. The exception is business license applications, culinary water records, and construction plans and drawings, which are stored in SVSD Engineering Department.

Records related to individual Users are stored in a file created for each User. Confidential records are stored in a locked file cabinet in the Pretreatment Coordinator's office.

The Pretreatment Department maintains a database of all known industrial and commercial addresses within SVSD boundaries. The Master User Database is updated as new information is received by the department. The Master User Database is used to record and track permitting decisions, deadlines and inspection schedules, next evaluation dates, etc.

CHAPTER 10

**SAMPLING WAIVER PROCEDURES FOR “POLLUTANT NEITHER
PRESENT NOR EXPECTED TO BE PRESENT”**

PURPOSE

The following is the procedure used to allow CIUs to forego sampling for a pollutant that is demonstrated to be not present at the User’s facility and in the User’s discharge. (For the remainder of this section the phrase “pollutant neither present nor expected to be present” is abbreviated as “Pollutant not Present”).

LEGAL AUTHORITY

As the Control Authority, SVSD draws its legal authority for the implementation of this procedure from 40 CFR § 403.8(f)(2)(v)(A) and 403.12(e), and SVSD Pretreatment Rules and Regulations, Section 2.6.11.D.

PROCEDURE

SVSD makes the decision on a case-by-case basis to issue a ‘Pollutant not Present’ waiver in lieu of sampling for a pollutant. A CIU must demonstrate to SVSD’s satisfaction that the pollutant in question is neither present nor expected to be present in their discharge, or is present only at levels detected in intake water without any increase in the pollutant due to the CIU’s processes.

SVSD may suggest that the waiver be applied for, or the CIU may request the waiver conditions be applied to the permit. In order to qualify for a waiver, the User must not store, use, or generate the pollutant. The waiver will not be allowed for pollutants that are detected in negligible amounts, nor will it be granted for pollutants that are present but don’t violate applicable Pretreatment Standards.

A. Waiver Request Evaluation and User Requirements

The pollutant(s) must be sampled and analyzed for at least twice a year for two years per permit requirements prior to being eligible for a waiver. The analysis must be the most sensitive available for the pollutant. If the pollutant is present but is assumed to be in the intake water, then a confirmatory water sample must be taken and analyzed at least once. Process wastewater must be sampled prior to treatment, and analyzed for the pollutants that the CIU desires a waiver. The samples of the process wastewater prior to treatment must be representative of all wastewater from all processes, including any seasonal or other variability in the discharge.

The CIU must request the waiver in writing and supply all information necessary to evaluate the request. The request must be sent to SVSD with the certification statement and signature as required for all reports. Where the sample data prior to

treatment shows that the pollutant is present at levels above concentrations found in the intake water, the CIU's sampling waiver request will be denied.

B. Technical Evaluation

The CIU's technical evaluation should include a facility-wide accounting of raw materials, products, by-products, and other chemicals with the potential to be discharged. The CIU should either conduct its own analysis of each raw material or chemical used on-site, or obtain a certificate of analysis from the manufacturer of the material demonstrating the absence of the pollutant. The evaluation must include materials not necessarily used in the manufacturing operation, such as chemicals used in equipment cleaning, cooling towers, boilers, and wastewater treatment. Although wastewater treatment chemicals are used to reduce the levels of pollutants in the CIU's discharge, analysis of the chemicals can show significant levels of contaminants that can be added to the wastewater stream. Additional information, such as intermediate products, final products, and by-products generated in the process must be considered as well; therefore, the CIU must have a detailed knowledge of chemicals used or generated in its facility and performed a detailed evaluation of its operations.

The CIU may submit Safety Data Sheets (SDS) as evidence that a pollutant is not present in the raw materials or other chemicals it uses at its facility. However, while SDSs are a valuable tool in this demonstration, they do not identify all the pollutants present in a given material. Therefore, the SDS cannot be relied on exclusively to determine whether a pollutant is present or not.

Note that determining whether a pollutant is present should be on the basis of not only whether the pollutant is in the process wastestream, but also whether a pollutant has the potential to enter the wastestream. Therefore, the CIU must evaluate the potential for the pollutant to enter the wastestream through spills and other unintentional events.

C. Implementing SVSD Waiver Requirement

SVSD must determine if the information supplied by the CIU meets the requirements to qualify for the 'Pollutant not Present' waiver. SVSD will notify the CIU within 45 calendar days of its determination. If additional information is required to consider the waiver, SVSD will identify and request the additional information. If SVSD finds that the CIU qualifies for the waiver, SVSD will indicate to the CIU in writing the steps that will be taken to amend the permit monitoring and reporting requirements.

SVSD will base its decision on the information submitted by the CIU as well as its own historical familiarity with the facility's compliance with pretreatment requirements. SVSD may review information contained in the CIU's control mechanism, applications, baseline and periodic monitoring reports, and data

obtained through facility inspections and monitoring. Even where the CIU has sufficiently demonstrated that a pollutant is not present, SVSD has the discretion to require ongoing monitoring.

D. Permit and Reporting Requirements

If a waiver is granted, SVSD will modify the CIU's permit. Until the permit is modified and reissued the CIU must continue to sample all parameters per the requirements of its permit. Once the permit is changed the CIU remains subject to the requirements of 40 CFR § 403.12 (g)(6) which requires reporting the results of all sampling, including parameters that have been waived. The CIU must reapply each permit cycle for the 'Pollutant not Present' waiver. If the CIU proposes to change the conditions of its discharge, the permittee must notify SVSD 60-calendar days prior to the change and the permit will be modified to require sampling of the previously waived pollutant(s). If the CIU fails to notify SVSD that process changes have resulted in invalidation of the 'Pollutant not Present' waiver, then SVSD will initiate appropriate enforcement actions.

The control mechanism must be specific as to the sampling requirements being waived, the applicable categorical Pretreatment Standard(s), and the pollutants for which the monitoring waiver has been granted. The control mechanism must also include the following specific requirements to make the sampling waiver effective:

1. A requirement that the CIU certify on a periodic compliance report that there has been no increase in the waived pollutant(s) in its wastestream due to the activities of the User; and
2. A requirement to immediately resume monitoring, at least semiannually, and notify SVSD if the waived pollutant is subsequently found to be present or is expected to be present.

In addition, the control mechanism still must include all applicable categorical Pretreatment Standards, even those Standards for which monitoring has been waived.

SVSD may state in permit language that sampling of the waived pollutant may be conducted at a frequency less than twice a year. If the CIU elects to monitor the waived pollutant more often than is required, those results must be reported to SVSD.

In addition, the waiver for 'Pollutant not Present' cannot be used in place of any certification process established in a categorical Pretreatment Standard, such as the certification process for total toxic organic pollutants under the metal finishing regulations, nor does the waiver supersede requirements that are specific to the categorical Pretreatment Standard – for example, monitoring requirements for the

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pharmaceutical industry can only be reduced by the waiver procedures to a frequency of once per year, and cannot be waived entirely.

E. Documentation by SVSD

SVSD will document the reasons for authorizing a 'Pollutant not Present' waiver and maintain any information submitted by the CIU in support of the waiver. This information will be maintained for at least 5 years after the expiration of the control mechanism in which the waiver is granted [40 CFR § 403.12(e)(2)(iv)].

F. Sampling by SVSD

SVSD will sample a CIU's effluent at least once after the waiver has been approved during the term of the CIU's permit to confirm that no changes have occurred and that the sampling waiver is still appropriate.

CHAPTER 11

PRETREATMENT STAFF EDUCATION & REFERENCE MATERIALS

PURPOSE

The purpose of this chapter is to establish procedures to ensure that SVSD Pretreatment Department personnel are sufficiently educated in order to correctly implement the IPP.

LEGAL AUTHORITY

The Control Authority is required by 40 CFR § 403.8(f)(3) to have sufficient resources and qualified personnel to carry out its legal authority and procedures as described in 40 CFR Part § 403.8(f)(1) & (2).

PROCEDURE

SVSD Pretreatment Department personnel are required to obtain and maintain wastewater treatment and collections certifications through the State, the levels of which are dictated by their job title and responsibilities.

SVSD Pretreatment Department staff regularly attend local, regional, and/or national pretreatment training seminars and workshops and other technical training in order to remain educated and informed about existing and newly promulgated pretreatment standards, rules and requirements.

The Pretreatment Coordinator monitors rulemaking via the Federal Register and other publications and pretreatment-related online websites and blogs for the latest changes and updates to pretreatment standards, and when appropriate, submits comments regarding the proposed changes. If a User in SVSD's service area is potentially impacted by proposed changes, the Pretreatment Coordinator makes the User aware of the changes and potential impacts. The Pretreatment Coordinator sends letters to Users informing them of rule changes, and if necessary, meets with them to discuss the changes.

Where problems are identified and controls are needed in order to comply with Pretreatment regulations and SVSD's UPDES permit, the Pretreatment Coordinator investigates the problems and implements, as necessary, local regulatory programs for non-domestic Users.

The Pretreatment Coordinator reviews JBWRF influent and effluent data to ensure that all pollutants of concern have been identified and researches ways to ensure JBWRF stays in compliance with its UPDES permit.

In order to competently carry out the duties and responsibilities of Pretreatment Control Authority, the Pretreatment Coordinator maintains a hardback and digital library of current pretreatment publications, regulations, guidance manuals, and other reference materials, and maintains a list of links to useful internet resources, such as EPA categorical industry development documents,

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pretreatment guidance manuals and example documents, and other miscellaneous pretreatment-related publications.

South Valley Sewer District INDUSTRIAL WASTE SURVEY



South Valley Sewer District (SVSD) requires certain information from businesses and other entities that discharge, or propose to discharge, non-domestic wastewater into the sanitary sewer system. The following are instructions for completing the Industrial Waste Survey form:

1. Please type or print legibly.
2. Answer all questions as completely as possible. If you do not know the answer to a question, write "Unknown" in the box. If an answer is not applicable to your business/entity, write "N/A".
3. The completed form must be signed by an authorized representative of the business/entity and returned to SVSD.
4. Failure to complete and submit the form in a timely manner is a violation of the SVSD Pretreatment Rules and Regulations.
5. If you have questions, please contact SVSD Pretreatment Department at (385) 202-2777.

Business/Entity Name: _____
 (dba) _____

Physical Address

Mailing Address (if different)

Telephone number: _____

Email address: _____

List all Standard Industrial Classification (SIC) and North American Industrial Classification System (NAICS) codes applicable to your business/entity:

Describe the business/entity in detail (attach additional pages if necessary):

Type of business/entity (check all that apply):

Manufacturing/Fabrication		Automobile Sales, Service, or Repair	Food Service
Service Business		Car Wash	Retail/Wholesale
Medical/Dental		Fabrication	Warehouse
Government/School/Church		Office	Other:

Industrial activities, services, and processes (check all that apply):

Aircraft repair/ maintenance		Brewery/distillery
Centralized waste treatment		Industrial laundry services
Copper or aluminum forming		Dairy products manufacturing
Dental		Fertilizer manufacturing
Electrical/Electronic component manufacturing		Firearms bluing/coating(<i>Ceracote</i> [™])
Groceries – wholesale/retail		Automobile/equipment service and repair
Hospital/Healthcare Services		Mortuary services
Leather tanning		Food processor
Waste hauler (including domestic sewage/septic tanks, grease interceptors, sand/oil traps, commercial or industrial waste)		Metal finishing (including electroplating, electroless plating, anodizing, coloring, coating, acid rinse or cleaning, chemical etching)
Non-ferrous metals forming		Metal molding and casting
Oil and gas refining/extraction		Paint/ink manufacturing
Painting		Wet (non-digital) x-ray/photography development
Plastics forming/manufacturing		Porcelain enameling
Printing/Publishing		Food service establishment
Pharmaceutical Manufacturing		Smelting/ metal refining
Soap or detergent manufacturing		Steam power generation
Wood preserving		Transportation equipment cleaning
Other:		Other:

Square footage of facilities: _____

List principal products and/or services provided by the business/entity: _____

Estimate the total volume of wastewater discharged per month _____

Wastewater disposal methods (check all that apply):

<input type="checkbox"/>	South Valley Sewer District	<input type="checkbox"/>	Hauled for off-site disposal	<input type="checkbox"/>	On-site septic tank, leach field
<input type="checkbox"/>	Direct discharge to surface water (river, creek, holding pond, etc.)	<input type="checkbox"/>	Storm sewer	<input type="checkbox"/>	No wastewater generated
Other:					

Identify chemicals/materials/wastes that are stored, used, produced at this business/entity (check all that apply):

Chemicals/Materials/Wastes	Yes	No	Wastes discharged to sanitary sewer?	Where disposed if not to sanitary sewer?
Antifreeze/ glycol chemicals & wastes				
Petroleum oil/grease				
Vegetable oil/grease				
Acids/corrosives				
Food waste				
Solvents (including cleaning solvents)				
Flammables/explosives				
Pesticides/herbicides				
Phenols/nonylphenol				
Cyanide				
Metals/ metal solutions				
Pharmaceutical wastes				
Nitrogen containing compounds				
Organic chemicals & wastes				
Hazardous wastes				
Radioactive wastes				
Trucked or hauled wastes				
High temperature wastes				
Sulfides or hydrogen sulfide (H ₂ S) generating wastes				
High total dissolved solids (TDS)				

Is wastewater treated prior to discharge to the sanitary sewer? YES NO

If so, what treatment does it receive?

pH neutralization		Grease interceptor/trap	Oil/ water separator
Sedimentation		Filtering	Metals treatment
Flow equalization		Other:	

Are there any floor/trench drains in the work areas? YES NO

Notification of Hazardous Waste Discharge Reporting Requirements

The business/entity is hereby informed of obligations it has regarding federal and state law which requires the reporting the discharge of hazardous wastes to the sanitary sewer system.

The business/entity shall notify, in writing, SVSD, EPA, and the State of Utah of any discharge into the sanitary sewer system of a substance, which, if otherwise disposed of, would be considered a hazardous waste as defined by 40 CFR § 261.

Such notification must include the name of the hazardous waste, EPA hazardous waste number, and the type of discharge (continuous, batch, or other). This notification shall be made immediately upon the discovery of discharge of hazardous waste to the sanitary sewer.

An authorized representative for the business/entity must sign the certification statement below, and return the completed form to:

**Pretreatment Coordinator
South Valley Sewer District
Po Box 629
Riverton, Utah 84065**

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based upon 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/or imprisonment for knowing violations.

Authorized Representative (Print name)

Title

Authorized Representative (signature)

Date

South Valley Sewer District
PRELIMINARY PRETREATMENT INSPECTION

Location of Facility:

Authorized Representative:

Business/Entity Name:	Name:
Physical Address:	Title:
Mailing Address:	Telephone:
	Name of Site Contact:
	Telephone:

Buildings/Areas Inspected: _____

Description of Products and/or Services: _____

No. of Employees: _____ Days & Hours of Operation: _____

Describe Non-Domestic Discharges: _____

HGI/Grease/Sand/Oil Interceptor/Sampling Manhole: Y N Interceptor Size: _____

SMH Location: _____

Other Treatment Processes? (Specify): Y N _____

Chemicals, Solvents, Oils, Wastes, etc. Used, Stored, Generated: _____

Bulk Chemicals/Wastes on Hand: _____

_____ Spill Containment: Yes ___ No ___

Potential SIU? Yes ___ No ___ If yes, requested submission of IU App Questionnaire/BMR form? Yes ___ No ___

Inspector Comments/Recommendations:

Inspector Signature

Reviewed by Coordinator

Date of Inspection

Next Evaluation (if applicable)



SOUTH VALLEY SEWER DISTRICT
PO Box 629, Riverton, Utah 84065
Phone: (385) 202-2777 Fax: (385) 202-2776

INDUSTRIAL USER APPLICATION QUESTIONNAIRE AND BASELINE MONITORING REPORT

Please complete the following wastewater discharge permit application and return it, within 30 days, to South Valley Sewer District (SVSD). Failure to submit the application as requested within the allotted timeframe may result in enforcement actions, up to and including, termination of sanitary sewer service.

SECTION A – GENERAL INFORMATION

1. Business Name: _____
2. Name(s) of Business Owner(s): _____
3. Facility Address: _____
 City: _____ State: _____ Zip Code: _____
4. Mailing Address:
 Street Address or PO Box: _____
 City: _____ State: _____ Zip Code: _____
5. Billing Address:
 Street Address or PO Box: _____
 City: _____ State: _____ Zip Code: _____
6. Provide the name and mailing address of the person having legal signatory authority for this business, and who is responsible for matters relating to the business's industrial wastewater discharges:
 Name: _____
 Title: _____
 Mailing Address: _____
 City: _____ State: _____ Zip Code: _____
 Telephone: _____ Ext. _____ Fax: _____
 Email Address: _____

7. Provide the name of a site contact person (someone normally at the business location, who knowledgeable about industrial wastewater discharges):

Name: _____

Title: _____

Telephone: _____ Ext. _____ Fax: _____

Email Address: _____

8. Provide contact information for building/real property owner and/or property management company where the business resides:

Name: _____

Title: _____

Street Address or PO Box: _____

Telephone: _____ Ext. _____ Fax: _____

Email Address: _____

SECTION B – BUSINESS ACTIVITY INFORMATION

1. Please indicate by checkmark all processes or activities of this business, regardless of whether the process or activity generates wastewaters, sludges, or solid wastes.

- 467 Aluminum Forming
- 427 Asbestos Manufacturing
- 461 Battery Manufacturing
- 407 Canned or Preserved Fruits and Vegetables
- 408 Canned or Preserved Seafood Processing
- 458 Carbon Black Manufacturing
- 411 Cement Manufacturing
- 434 Coal Mining
- 465 Coil Coating and Can Manufacture
- 468 Copper Forming
- 405 Dairy Products Processing
- 469 Electric and Electronic Components Manufacturing
- 413 Electroplating
- 457 Explosives Manufacturing
- 412 Feedlots
- 424 Ferrous Alloy Manufacturing
- 418 Fertilizer Manufacturing
- 464 Foundries (Metal Molding and Casting)
- 426 Glass Manufacturing
- 406 Grain Mills

- [] 415 Inorganic Chemicals Manufacturing
- [] 420 Iron and Steel Manufacturing
- [] 425 Leather Tanning and Finishing
- [] 432 Meat Products
- [] 433 Metal Finishing
- [] 436 Mineral Mining and Processing
- [] 471 Nonferrous Metals Forming and Powders
- [] 421 Nonferrous Metals Manufacturing
- [] 440 Ore Mining and Dressing
- [] 414 Organic Chemicals, Plastics, Synthetic Fibers
- [] 430 Pulp, Paper and Paperboard
- [] 430 Pulp, Paper and Fiberboard Manufacturing
- [] 446 Paint Formulating
- [] 447 Ink Formulating
- [] 443 Paving and Roofing Tars and Asphalt Manufacturing
- [] 455 Pesticide Chemicals
- [] 419 Petroleum Refining
- [] 439 Pharmaceuticals Manufacturing
- [] 463 Plastics and Synthetic Materials Manufacturing
- [] 463 Plastics Molding and Forming
- [] 466 Porcelain Enameling
- [] 428 Rubber Manufacturing
- [] 417 Soap and Detergent Manufacturing
- [] 423 Steam Electric Power Generation
- [] 409 Sugar Manufacturing
- [] 410 Textile Mills
- [] 429 Timber Products

A facility with processes or activities listed above may be regulated under U.S. Environmental Protection Agency (EPA) Categorical Pretreatment Standards. These facilities may be regulated as "Categorical Industrial Users (CIU)".

2. Give a brief description of all operations at this facility including primary products or services (attach additional pages as necessary):

3. List all applicable Standard Industrial Classification (SIC) and North American Industry Classification System (NAICS) codes for the business:

a. _____ b. _____ c. _____ d. _____ e. _____ f. _____

4. BUSINESS VOLUME

<u>Product Description</u> Brand Name or Generic Name	<u>Previous Calendar Year</u> Amount per Day (Daily Units)		<u>Current Calendar Year</u> Amount per Day (Daily Units)	
	<u>Average</u>	<u>Maximum</u>	<u>Average</u>	<u>Maximum</u>
	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

(Attach additional pages as necessary)

5. Provide a list of all environmental permits held by the facility:

<u>Issuing Agency</u>	<u>Permit No.</u>	<u>Media (air, water, waste, etc.)</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION C – WATER SUPPLY

1. Indicate all sources of water used by the business:

- Private Well(s)
- Surface Water
- Municipal Water Utility (specify city/utility): _____
 Is water supplied culinary (potable), or secondary (non-potable), or both? _____
- Other water source(specify): _____

2. Water bills paid by: _____
 Street Address or PO Box: _____
 City: _____ State: _____ Zip Code: _____
 Water Utilities Account Number: _____

3. List average water usage on premises (new facilities may estimate usage):

	Measured Gallons / Day	Estimated Gallons / Day	Water Source
a. Contact cooling water	_____	_____	_____
b. Non-contact cooling water	_____	_____	_____
c. Boiler feed water	_____	_____	_____
d. Process water	_____	_____	_____
e. Sanitary (toilets)	_____	_____	_____
f. Air pollution control	_____	_____	_____
g. Retained in product	_____	_____	_____
h. Plant and equip washdown	_____	_____	_____
i. Irrigation and lawn watering	_____	_____	_____
j. Other (specify): _____	_____	_____	_____
k. Total of A through J	_____	_____	_____

SECTION D – SANITARY SEWER INFORMATION

1. This section is for *existing facilities*:

a. Is the building presently connected to the public sanitary sewer system?

YES: Sewer bill paid by: _____
 Street: _____
 City: _____ State: _____ Zip Code: _____
 Sewer Service Account Number: _____

NO: Has business applied to connect? Yes No

b. Does this facility have a sampling manhole? Yes No

If a sampling manhole exists, describe and give location: _____

2. This section is for *new facilities*:

a. Will the business occupy an existing building, or will a new building be constructed?

New Building Existing Building

b. Will the building be connected to the public sanitary sewer system?

Yes No

c. Does this facility currently have a sampling manhole?

Yes

No

d. If a sampling manhole exists or will be constructed, describe and give location: _____

3. List size, descriptive location, and flow of each facility service line(s) that connects to the sanitary sewer system. (If more than three sewer lines, attach additional information on a separate pages.)

<u>Sewer Pipe Size (inches)</u>	<u>Descriptive Location of Sewer Connection or Discharge Point</u>	<u>Average Flow Gallons / Day</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION E – WASTEWATER DISCHARGE INFORMATION

1. Does this facility now, or plan to in the future, discharge non-domestic wastewater (wastewater other than from restrooms) to the sanitary sewer system?

Present: Yes No

Future: Yes No

2. Provide the following information on wastewater flow rate and times of discharge (new facilities may estimate):

a. Total hours/day flow is discharged (e.g., 8 hours/day):

M _____ T _____ W _____ Th _____ F _____ S _____ Sun _____

b. Time of day discharge occurs (e.g., 9am-5pm):

M _____ T _____ W _____ Th _____ F _____ S _____ Sun _____

c. Maximum hourly flow rate (gallons per hour): _____

d. Maximum daily flow rate (gallons per day): _____

e. Average daily flow rate (gallons per day): _____

3. If batch discharge(s) occur or will occur, list times, flows and number of batches (new facilities may estimate):
- a. Number of batches discharges per day: _____.
 - b. Average gallons discharged per batch: _____.
 - c. Time of batch discharges _____ at _____.
(days of week) (time of day)
 - d. Flow rate of a batch discharge: _____ gallons/minute.
 - e. Discharge from one batch is _____ percent of the total daily discharge from all sewer discharge sources at facility.

4. **Attach schematic flow diagram** – For each major process and activity in which wastewater is or will be generated, attach a diagram of the flow, materials, products, water and wastewater from the start to completion of the process or activity, showing all unit processes. Indicate which processes use water and which generate waste. Include the average daily volume and maximum daily volume of each waste stream (new facilities may estimate). If estimates are used for flow data, this **MUST** be indicated. Number each unit process having a wastewater discharge to the sanitary sewer. Use these numbers when showing this unit process in the building layout in Section H. This drawing must be certified by a Registered Professional Engineer unless waived by SVSD.

Facilities that checked activities in Section B (1) are considered Categorical Industrial Users and may skip to question #6 below.

5. **For Non-Categorical Industrial Users:** List the average wastewater discharge, maximum discharge and type of discharge (batch, continuous or both) for each process and activity. Include the reference number from the process schematic that corresponds to each process (new facilities may provide estimates):

No.	Process Description	Average Flow (gallons/day)	Max Flow (gallons/day)	Type of Discharge (batch, continuous)
—	_____	_____	_____	_____
—	_____	_____	_____	_____
—	_____	_____	_____	_____
—	_____	_____	_____	_____
—	_____	_____	_____	_____
—	_____	_____	_____	_____

6. **For Categorical Industrial Users:** Provide the wastewater discharge flows for each regulated and unregulated process or each proposed process. Include the reference numbers from the process schematic that correspond to each process (new facilities may provide estimates):

No.	Categorical Process Description	Average Flow (gallons/day)	Maximum Flow (gallons/day)	Type of Discharge (batch, continuous)
—	_____	_____	_____	_____
—	_____	_____	_____	_____
—	_____	_____	_____	_____
—	_____	_____	_____	_____
—	_____	_____	_____	_____
—	_____	_____	_____	_____

No.	Non-Cat Process Description	Average Flow (gallons/day)	Maximum Flow (gallons/day)	Type of Discharge (batch, continuous)
—	_____	_____	_____	_____
—	_____	_____	_____	_____
—	_____	_____	_____	_____
—	_____	_____	_____	_____
—	_____	_____	_____	_____
—	_____	_____	_____	_____

No.	Dilution	Average Flow (gallons/day)	Maximum Flow (gallons/day)	Type of Discharge (batch, continuous)
—	_____	_____	_____	_____
—	_____	_____	_____	_____
—	_____	_____	_____	_____
—	_____	_____	_____	_____

7. For Users subject to Total Toxic Organics (TTO) Requirements:

a. Does (or will) the facility use any of the toxic organics listed under the TTO standard of the applicable categorical pretreatment standards as published by the EPA?

Yes No

b. Has a baseline monitoring report (BMR) been submitted to SVSD which contains TTO sample information?

Yes No

c. Has a Toxic Organics Management Plan (TOMP) been developed for this facility?

Yes No

If yes, please attach a copy of the TOMP.

8. Does the facility have, or plan to have, automatic sampling equipment or continuous wastewater flow metering and measuring equipment?

Current: Flow Metering [] Yes [] No [] N/A
 Monitoring Equipment [] Yes [] No [] N/A

Future: Flow Metering [] Yes [] No [] N/A
 Monitoring Equipment [] Yes [] No [] N/A

If so, please indicate the present or future location of this equipment on the sewer schematic and describe the equipment below:

9. Are there any process changes or expansions planned in the next three years that could alter wastewater volumes or characteristics? Consider production processes as well as air or water pollution treatment processes that may affect the discharge.

[] Yes [] No (if no, skip question 10)

10. Briefly describe these changes and their effects on the wastewater volume and characteristics. Attach additional sheets if needed.

11. Are any materials, wastes, or water reclaimed and/or recovered for reuse?

[] Yes [] No (if no, skip question 12)

12. Briefly describe recovery processes, substances recovered, percent recovered, and the concentration(s) in spent solution. Submit a flow diagram for each process. Attach additional sheets if needed:

SECTION F – CHARACTERISTICS OF WASTEWATER DISCHARGED

All existing Users are required to submit monitoring data on all pollutants that are regulated specific to each process. Use the **REPORTING TABLE** provided on the next page to report analytical results. **DO NOT LEAVE BLANKS.** For all non-regulated pollutants use the table to indicate whether the pollutant is known to be present (P), suspected of being present (S), or known not to be present (O), by placing the appropriate letter in the column for average reported values. Indicate on either the top of each table or list on a separate sheet the sample location and type of laboratory analysis used. Testing methods must conform with 40 CFR § 136.

New Users should use the **REPORTING TABLE** to indicate what pollutants will be present or are suspected of being present in proposed waste streams. Place in the average reported values column a (P) for expected to be present, (S) for suspected of being present, or (O) indicating the pollutant will not be present.

REPORTING TABLE

Pollutant	Method Detection Limit	Maximum Daily Value	Average of Analyses	Number of Analyses	Units
Acenaphthene	_____	_____	_____	_____	_____
Acrolein	_____	_____	_____	_____	_____
Acrylonitrile	_____	_____	_____	_____	_____
Benzene	_____	_____	_____	_____	_____
Benzidine	_____	_____	_____	_____	_____
Carbon Tetrachloride	_____	_____	_____	_____	_____
Chlorobenzene	_____	_____	_____	_____	_____
1, 2, 4-Trichlorobenzene	_____	_____	_____	_____	_____
Hexachlorobenzene	_____	_____	_____	_____	_____
1, 2-Dichloroethane	_____	_____	_____	_____	_____
1, 1, 1-Trichloroethane	_____	_____	_____	_____	_____
Hexachloroethane	_____	_____	_____	_____	_____
1, 1-Dichloroethane	_____	_____	_____	_____	_____
1, 1, 2-Trichloroethane	_____	_____	_____	_____	_____
1, 1, 2, 2-Tetrachloroethane	_____	_____	_____	_____	_____
Chloroethane	_____	_____	_____	_____	_____
Bis (2-chloroethyl) ether	_____	_____	_____	_____	_____
17 Bis (chloromethyl) ether	_____	_____	_____	_____	_____
2-Chloroethyl vinyl ether	_____	_____	_____	_____	_____
2-Chloronaphthalene	_____	_____	_____	_____	_____
2, 4, 6-Trichlorophenol	_____	_____	_____	_____	_____
Parachlorometa cresol	_____	_____	_____	_____	_____
Chloroform	_____	_____	_____	_____	_____
2-Chlorphenol	_____	_____	_____	_____	_____
1, 2-Dichlorobenzene	_____	_____	_____	_____	_____

1, 3-Dichlorobenzene	_____	_____	_____	_____	_____
1, 4-Dichlorobenzene	_____	_____	_____	_____	_____
3, 3-Dichlorobenzidine	_____	_____	_____	_____	_____
1, 1-Dichloroethylene	_____	_____	_____	_____	_____
1, 2-Trans-dichloroethylene	_____	_____	_____	_____	_____
2, 4-Dichloropheno	_____	_____	_____	_____	_____
1, 2-Dichloropropane	_____	_____	_____	_____	_____
1, 2-Dichloropropylene	_____	_____	_____	_____	_____
1, 3-Dichloropropylene	_____	_____	_____	_____	_____
2, 4-Dimethylphenol	_____	_____	_____	_____	_____
2, 4-Dinitrotoluene	_____	_____	_____	_____	_____
2, 6-Dinitrotoluene	_____	_____	_____	_____	_____
1, 2-Diphenylhydrazine	_____	_____	_____	_____	_____
Ethylbenzene	_____	_____	_____	_____	_____
Flouranthene	_____	_____	_____	_____	_____
4-Chlorphenyl phenyl ether	_____	_____	_____	_____	_____
4-Bromophenyl phenyl ether	_____	_____	_____	_____	_____
Bis (2-chlorisopropyl) ether	_____	_____	_____	_____	_____
Bis (2-chloroethoxy) methane	_____	_____	_____	_____	_____
Methylene Chloride	_____	_____	_____	_____	_____
Methyl Chloride	_____	_____	_____	_____	_____
Methyl Bromide	_____	_____	_____	_____	_____
Bromoform	_____	_____	_____	_____	_____
Dichlorobromomethane	_____	_____	_____	_____	_____
Chlorodibromomethane	_____	_____	_____	_____	_____
Hexachlorocyclopentadiene	_____	_____	_____	_____	_____
Isophorone	_____	_____	_____	_____	_____
Naphthalene	_____	_____	_____	_____	_____
Nitrobenzene	_____	_____	_____	_____	_____
Nitrophenol	_____	_____	_____	_____	_____
2-Nitrophenol	_____	_____	_____	_____	_____
4-Nitrophenol	_____	_____	_____	_____	_____
2, 4-Dinitrophenol	_____	_____	_____	_____	_____
4, 6-Dinitro-o-cresol	_____	_____	_____	_____	_____
N-nitrosodimethylamine	_____	_____	_____	_____	_____
N-nitrosodiphenylamine	_____	_____	_____	_____	_____
N-nitrosodi-n-propylamine	_____	_____	_____	_____	_____
Pentachlorophenol	_____	_____	_____	_____	_____
Phenol	_____	_____	_____	_____	_____
Bis (2-ethylhexyl) phthalate	_____	_____	_____	_____	_____
Butyl benzyl phthalate	_____	_____	_____	_____	_____
Di-n-butyl phthalate	_____	_____	_____	_____	_____
Di-n-octyl phthalate	_____	_____	_____	_____	_____

Dimethyl phthalate	_____	_____	_____	_____	_____
Benzo (a) anthracene	_____	_____	_____	_____	_____
Benzo (a) pyrene	_____	_____	_____	_____	_____
3, 4-benzoflouranthene	_____	_____	_____	_____	_____
Benzo (k) flouranthene	_____	_____	_____	_____	_____
Chrysene	_____	_____	_____	_____	_____
Acenaphthylene	_____	_____	_____	_____	_____
Anthracene	_____	_____	_____	_____	_____
Benzo (ghi) perylene	_____	_____	_____	_____	_____
Flourene	_____	_____	_____	_____	_____
Phenanthrene	_____	_____	_____	_____	_____
Dibenzo (a,h) anthracene	_____	_____	_____	_____	_____
Indeno (1, 2, 3-cd) pyrene	_____	_____	_____	_____	_____
Pyrene	_____	_____	_____	_____	_____
Tetrachloroethylene	_____	_____	_____	_____	_____
Toluene	_____	_____	_____	_____	_____
Trichloroethylene	_____	_____	_____	_____	_____
Vinyl Chloride	_____	_____	_____	_____	_____
Aldrin	_____	_____	_____	_____	_____
Dieldrin	_____	_____	_____	_____	_____
Chlordane	_____	_____	_____	_____	_____
4, 4'-DDT	_____	_____	_____	_____	_____
4, 4'-DDE	_____	_____	_____	_____	_____
4, 4'-DDD	_____	_____	_____	_____	_____
Alpha-endosulfan	_____	_____	_____	_____	_____
Beta-endosulfan	_____	_____	_____	_____	_____
Endosulfan sulfate	_____	_____	_____	_____	_____
Endrin	_____	_____	_____	_____	_____
Endrin aldehyde	_____	_____	_____	_____	_____
Heptachlor	_____	_____	_____	_____	_____
Heptachlor epoxide	_____	_____	_____	_____	_____
Alpha-BHC	_____	_____	_____	_____	_____
Beta-BHC	_____	_____	_____	_____	_____
Gamma-BHC	_____	_____	_____	_____	_____
Delta-BHC	_____	_____	_____	_____	_____
PCB-1242	_____	_____	_____	_____	_____
PCB-1254	_____	_____	_____	_____	_____
PCB-1221	_____	_____	_____	_____	_____
PCB-1232	_____	_____	_____	_____	_____
PCB-1248	_____	_____	_____	_____	_____
PCB-1260	_____	_____	_____	_____	_____
PCB-1016	_____	_____	_____	_____	_____
Toxaphene	_____	_____	_____	_____	_____

(TCDD)	_____	_____	_____	_____	_____
Asbestos	_____	_____	_____	_____	_____
Acidity	_____	_____	_____	_____	_____
Alkalinity	_____	_____	_____	_____	_____
Bacteria	_____	_____	_____	_____	_____
BOD5	_____	_____	_____	_____	_____
COD	_____	_____	_____	_____	_____
Chloride	_____	_____	_____	_____	_____
Chlorine	_____	_____	_____	_____	_____
Flouride	_____	_____	_____	_____	_____
Hardness	_____	_____	_____	_____	_____
Magnesium	_____	_____	_____	_____	_____
NH3-N	_____	_____	_____	_____	_____
Oil and Grease	_____	_____	_____	_____	_____
TSS	_____	_____	_____	_____	_____
TOC	_____	_____	_____	_____	_____
Kjeldahl N	_____	_____	_____	_____	_____
Nitrate N	_____	_____	_____	_____	_____
Nitrite N	_____	_____	_____	_____	_____
Organic N	_____	_____	_____	_____	_____
Orthophosphate P	_____	_____	_____	_____	_____
Phosphorous	_____	_____	_____	_____	_____
Sodium	_____	_____	_____	_____	_____
Specific Conductivity	_____	_____	_____	_____	_____
Sulfate (SO4)	_____	_____	_____	_____	_____
Sulfide (S)	_____	_____	_____	_____	_____
Sulfite (SO3)	_____	_____	_____	_____	_____
Antimony	_____	_____	_____	_____	_____
Arsenic	_____	_____	_____	_____	_____
Barium	_____	_____	_____	_____	_____
Beryllium	_____	_____	_____	_____	_____
Cadmium	_____	_____	_____	_____	_____
Chromium	_____	_____	_____	_____	_____
Copper	_____	_____	_____	_____	_____
Cyanide	_____	_____	_____	_____	_____
Lead	_____	_____	_____	_____	_____
Mercury	_____	_____	_____	_____	_____
Nickel	_____	_____	_____	_____	_____
Selenium	_____	_____	_____	_____	_____
Silver	_____	_____	_____	_____	_____
Thallium	_____	_____	_____	_____	_____
Zinc	_____	_____	_____	_____	_____

SECTION G – WASTEWATER TREATMENT

1. Is any form of wastewater treatment (see #3) practiced at this facility?
 Yes No

2. Is any form of wastewater treatment (or changes to any existing wastewater treatment facilities) planned for this facility in the next three years?
 Yes, describe: _____
 No

3. Identify below any wastewater treatment devices or methods currently used or proposed for use at this facility (check as many boxes as apply):
 - Air Flotation
 - Centrifuge
 - Chemical precipitation
 - Chlorination
 - Cyclone
 - Filtration
 - Flow equalization
 - Grease or oil separation, type: _____
 - Grease Interceptor
 - Grinding filter
 - Grit removal
 - Ion exchange
 - Neutralization, pH correction
 - Ozonation
 - Reverse Osmosis
 - Screen
 - Sedimentation
 - Septic tank
 - Solvent separation
 - Spill prevention
 - Sump
 - Biological treatment, type: _____
 - Rain water diversion or storage _____
 - Other chemical treatment; type: _____
 - Other physical treatment; type: _____

4. Describe the pollutant loadings, flow rates, design capacity, physical size and operating procedures of each treatment device or system checked in question 3.

5. Attach a process flow diagram for each existing treatment system. Include process equipment, by-products, by-product disposal method, waste and by-product volumes and design and operating conditions.

6. Describe any changes in treatment or disposal methods, planned, or under construction, for the wastewater discharge to the sanitary sewer system. Please include the estimated completion dates.

7. Does the facility have a wastewater treatment plant operator? [] Yes [] No

If yes: Name: _____

Title: _____

Telephone No.: _____

Full Time: _____ (specify hours) _____

Part Time: _____ (specify hours) _____

8. Does the facility have an operations and maintenance manual for the treatment equipment?

[] Yes [] No

9. Does the facility have a written maintenance schedule for the treatment equipment?

[] Yes [] No

SECTION H – FACILITY OPERATIONAL CHARACTERISTICS

1. Operating hours and shift information:

Indicate the days of the week the facility operates:

Mon	Tues	Wed	Thurs	Fri	Sat	Sun
[<input type="checkbox"/>]	[<input type="checkbox"/>]	[<input type="checkbox"/>]	[<input type="checkbox"/>]	[<input type="checkbox"/>]	[<input type="checkbox"/>]	[<input type="checkbox"/>]

Number of shifts per work day:

Mon	Tues	Wed	Thurs	Fri	Sat	Sun
_____	_____	_____	_____	_____	_____	_____

Shift start and end times:

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
1st	_____	_____	_____	_____	_____	_____	_____
2nd	_____	_____	_____	_____	_____	_____	_____
3rd	_____	_____	_____	_____	_____	_____	_____

Number of employees working per shift:

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
1st	_____	_____	_____	_____	_____	_____	_____
2nd	_____	_____	_____	_____	_____	_____	_____
3rd	_____	_____	_____	_____	_____	_____	_____

2. Indicate if the business activity is:

Continuous through the year, or

Seasonal – Circle the months of the year during which the business activity occurs:

Jan Feb Mar Apr May June July Aug Sept Oct Nov Dec

Comments: _____

3. Indicate whether the facility wastewater discharge is:

Continuous through the year, or

Seasonal – Circle the months of the year during which the business activity occurs:

Jan Feb Mar Apr May June July Aug Sept Oct Nov Dec

Comments: _____

4. Does the facility shut down for vacation, holidays, maintenance, or other reasons?

Yes, explain: _____

No

5. List types and amounts (mass, weight or volume per day) of raw materials used or planned for use (attach additional pages as necessary): _____

6. List types and quantities of chemicals used or planned for use (attach additional list if necessary). Attach copies of Safety Data Sheets. *Chemicals include oils, solvents, refrigerants, fuels, cleaners, and manufacturing raw materials, etc.:*

Chemical	Quantity on Hand
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

7. **Building Layout-** Draw to scale the location of each building on the premises. Show map orientation and the location of all water meters, storm drains, numbered unit processes (from schematic flow diagram), public sewers and each facility sewer line connected to the public sewers. Number each sewer and show existing and proposed sampling locations. *This drawing must be certified by a State Registered Professional Engineer unless otherwise allowed by SVSD.*

A BLUEPRINT OR SCALED DRAWING OF THE FACILITY SHOWING THE ABOVE FEATURES SHALL BE ATTACHED TO THIS APPLICATION.

SECTION I – SPILL PREVENTION

1. Does the facility store bulk chemicals and wastes on site in containers such as above or underground storage tanks, drums, bins, ponds, and/or piping?

Yes No

If yes, please provide a description of their locations, contents, type and size of container, frequency of use, and the methods of spill prevention and response (attach additional pages as necessary):

2. Indicate in a diagram or comment on the proximity of these containers to sanitary sewer and storm drains. Indicate if buried metal containers have cathodic protection.

3. Are there floor/trench drains in the manufacturing or chemical storage area(s)?

Yes No

If yes, where do the drains discharge to? _____

4. If the facility has chemical storage containers, tanks, drums, bins, ponds, or chemical piping, an accidental spill would potentially impact the following (check all that apply):

- An onsite wastewater disposal system (septic tank)
- Public sanitary sewer system (e.g. through a floor drain)
- Storm drain
- Soils
- Other, specify: _____
- Not applicable; no possible discharge to any of the above.

5. Does the facility have a chemical/waste spill prevention and response plan?

- Yes (enclose a copy of the spill plan with this application)
- No
- Not applicable since there are no vulnerable sanitary sewer or storm drains, etc.

6. Please describe below all previous major spill events, their environmental impact, and remedial measures implemented:

SECTION J –WASTE DISPOSAL

1. Does the facility generate any liquid wastes and/or sludges that are disposed of using a method other than discharge to the sanitary sewer system?

- Yes (please describe below)
- No (skip the remainder of Section J)

Waste Generated	Quantity (per year)	Disposal Method
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

2. Indicate which wastes identified above are disposed of at an off-site treatment facility and which wastes are disposed of on-site.

3. If any of the facilities wastes are sent to an off-site centralized waste treatment facility, identify the waste and the facility.

4. If an outside company handles the disposal of the above described wastes, please record below the name(s) and address(es) of the waste company(s):

<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

Hauler Permit No. (If applicable): _____ Hauler Permit No. (If applicable): _____

5. Do the disposal facilities have required Federal, State and Local environmental permits?

Yes No

If yes, please list the permit(s): _____

SECTION K – COMPLIANCE INFORMATION

Compliance certification:

1. Are all applicable federal, state and local pretreatment standards and requirements being met on a consistent basis?

Yes No Not yet discharging

2. If no:

a. What additional operations and maintenance procedures are being considered to bring the facility into compliance? List additional treatment technologies or practices being considered (attach additional pages as necessary).

- b. Provide a schedule for bringing the facility into compliance. Specify major events planned, along with reasonable completion dates. Note: if SVSD issues a permit to the applicant, it may establish a schedule for compliance, different from the one submitted by the facility.

Milestone Activity	Completion Date
_____	_____
_____	_____

SECTION H – AUTHORIZED SIGNATURES

AUTHORIZED REPRESENTATIVE STATEMENT:

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

_____	_____
Name (please print)	Title
_____	_____
Signature	Date
_____	_____
Email	Telephone No.

Please submit completed form to:

*Pretreatment Coordinator
South Valley Sewer District
PO Box 629
Riverton, Utah 84065*

Telephone: (385) 202-2777



FOR OFFICE USE
Exempt: _____
Follow up: _____
User inventory updated: _____

Dental Discharger ONE-TIME COMPLIANCE REPORT

Pursuant to US Environmental Protection Agency (EPA) requirements (40 CFR §441), the South Valley Sewer District (SVSD) requires new dental facilities in its jurisdiction to complete and return this form within 90 days of the commencement of discharge to the sewer. For details regarding EPA requirements, see the attached fact sheet or call the SVSD Pretreatment Department at 385-202-2777.

<u>SECTION A – Facility Information</u>	
Facility Name:	
Facility Physical Address:	
Facility Mailing Address:	
Name of Facility Operators & Owners:	
Telephone #:	Email Address:
Facility in Business Since:	

Initial in the right hand column if preceding statement is correct:

<u>SECTION B – Exemptions</u>	Initial if affirmative
<i>“The above named facility does not place or remove dental amalgam, except in limited emergency or unplanned, unanticipated circumstances.”</i>	
<i>“The above named facility exclusively practices one or more of the following dental specialties: oral pathology, oral and maxillofacial radiology, oral and maxillofacial surgery, orthodontics, periodontics, or prosthodontics.”</i>	
<i>“The above named facility operates exclusively from a mobile unit, and/or does not discharge to the sanitary sewer system.”</i>	

If any of the above statements is affirmed, skip to SECTION D. If not, complete SECTION C below.

<u>SECTION C – Requirements</u>	Initial if affirmative
<i>“The following information is true of the above named facility:”</i> <ul style="list-style-type: none"> • Total number of dental chairs: • Total number of dental chairs at which dental amalgam may be present in the resulting wastewater: 	
<i>“The above named facility has installed the following amalgam separator(s) on vacuum lines serving dental chairs at which dental amalgam may be present:”</i> <ul style="list-style-type: none"> • Number of separators: • Manufacturer: • Model: • Date of installation: • Separators are certified under ANSI 108, or ISO 11143, or subsequent versions that requires 95% removal efficiency: 	

SVSD IPP Form #4

<p><i>“The above named facility operates and maintains amalgam separators in accordance with all manufacturers’ instructions, including regular inspections and waste disposal practices:”</i></p> <ul style="list-style-type: none"> • <i>Through a third party service provider (provide service provider contact information):</i> <i>Company Name:</i> <i>Address:</i> <i>Telephone #:</i> <i>Email Address:</i> • <i>Or, by facility employee(s):</i> 	
<p><i>“The above named facility has developed and fully implemented written policies and procedures as described below:”</i></p> <ul style="list-style-type: none"> • <i>A description of the practices employed by the facility to ensure proper operation and maintenance of amalgam separator(s);</i> • <i>A prohibition of the discharge of waste amalgam to the sewer system;</i> • <i>A prohibition of the use of oxidizing and acidic cleaning products (having a pH lower than 6 or greater than 8) on plumbing fixtures and lines that convey amalgam wastes; and</i> • <i>A system of record detention, including maintaining and making available to SVSD, upon request, a copy of this One-Time Compliance Report form.</i> 	

<p>SECTION D – Certification</p>	
<p><i>“I, _____ (a responsible corporate officer, general partner, proprietor, or duly authorized representative of the above named facility), certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.”</i></p>	
<p>_____ <i>Signature</i></p>	<p>_____ <i>Date</i></p>
<p>_____ <i>Title</i></p>	

Please complete and return this form to SVSD via mail or hand deliver to:

Pretreatment Coordinator
 South Valley Sewer District
 1253 W Jordan Basin Lane
 PO Box 629
 Riverton, UT 84065

South Valley Sewer District
 PO Box 629, Riverton, Utah 84065
 Telephone: (385) 202-2777 Fax: (385) 202-2776



WASTEWATER DISCHARGE PERMIT APPLICATION – SECTOR CONTROL

Please fill out this application and submit the completed form to South Valley Sewer District (SVSD) prior to opening of business, or within 10 days of receiving the application. Failure to submit a completed application within the specified timeframe may result in termination of sanitary sewer service.

Estimated Date of Opening: _____

SECTION A – GENERAL INFORMATION

Business Owner Name & Address:

Owner Name: _____

Owner Address: _____

City: _____ State: _____ Zip Code: _____ Telephone: _____

Business Name & Site Address:

Business Name (dba): _____

Business Site Address: _____

City: _____ State: _____ Zip Code: _____ Telephone: _____

Mailing Name & Address:

Business Name (if different than above): _____

Mailing Address (street address or PO Box): _____

City: _____ State: _____ Zip Code: _____ Telephone: _____

Billing Name & Address:

Business Name (if different than above): _____

Billing Address (street address or PO Box): _____

City: _____ State: _____ Zip Code: _____ Telephone: _____

Provide name and contact information for an AUTHORIZED REPRESENTATIVE who has signatory authority and can act in legal matters related to the permit:

Name (print): _____ Title: _____

Telephone: _____ Email Address: _____

Provide the name and contact information for a SITE CONTACT PERSON (person typically onsite who SVSD may interact with during routine inspections, etc.):

Name (print): _____ Title: _____

Telephone: _____ Email Address: _____

Management firm or owner of building or real property that the business occupies:

Contact Person Name: _____ Title: _____
 Mailing Address: (street address or PO Box) _____
 Telephone: _____

SECTION B – BUSINESS INFORMATION

Provide a description of operations at this business including primary business functions, products manufactured, processes used, and/or services provided: _____

Indicate if any process changes or expansions are planned during the next three years that would alter wastewater volumes and/or characteristics?
 YES (attach explanation) NO

SECTION C – AUTHORIZED PRESENTATIVE’S STATEMENT 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 assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

_____	_____
Name (please print)	Title
_____	() _____
Signature	Telephone
_____	_____
Email Address	Date

MAIL, EMAIL, OR FAX COMPLETED APPLICATION TO:

Pretreatment Coordinator
 South Valley Sewer District
 PO Box 629
 Riverton, UT 84065
 Email: pretreatment@svsewer.com
 Fax: (385) 202-2776

PERMIT ISSUANCE TRACKING CHECKLIST

Task:	Y / N	Date	Performed By
Comm Discharge Permit Application Rec'd:			
Application Reviewed:			
IWS Survey requested:			
Preliminary Inspection performed:			
IU Application/BMR requested:			
IU Application/BMR completed:			
IU Application/BMR forwarded to SVWRF			
Inspection Scheduled:			
Inspection Performed:			
Requirement Letter Mailed:			
Pretreatment Permit # Assigned:			
Permit Drafted:			
Permit Fact Sheet Prepared:			
Permit Reviewed & Approved by PC:			
Permit Reviewed & Approved by TFM:			
Permit sent to SVWRF for review:			
Permit posted for Public Comment:			
Comments Received:			
Comments & Appeals Resolved:			
Finalized Permit Signed by TFM:			
Permit Issued:			
Applicant Invoiced for Permit Fee:			

SVSD IPP Form #7

FACILITY NAME: _____

PERMIT NUMBER: _____

**South Valley Sewer District
PERIODIC COMPLIANCE REPORT**

For Period Beginning _____ and Ending _____.

Permittee			
Permit Number			
Effective Date		Expiration Date	

WATER USAGE

The Permittee must record total monthly culinary water usage using the table below, sign and submit the completed form to SVSD twice a year, before the 28th day of June and December.

Water Usage				
Monthly Water Usage	Month	Usage	Month	Usage
	January		July	
	February		August	
	March		September	
	April		October	
	May		November	
	June		December	

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

Signature: _____

Title: _____

Print Name: _____

Date: _____

SVSD IPP Form #7

FACILITY NAME: _____

PERMIT NUMBER: _____

TTO CERTIFICATION STATEMENT

The Permittee must initial in the appropriate box(es) below, sign and submit the completed form to SVSD twice a year, before the 28th day of June and December.

Compliance Status (initial applicable box to the right)	affirmative	negative
<p>Monitoring Point A</p> <p><i>“Based on my inquiry of the person or persons directly responsible for managing compliance with the pretreatment limitation for total toxic organics(TTO), I certify that, to the best of my knowledge and belief, no dumping of concentrated toxic organics into the wastewaters has occurred since filing the last Periodic Compliance Report. I further certify that this facility has implemented the most recent toxic organic management plan (TOMP) submitted to SVSD.”</i></p>		
<p>Monitoring Point B</p> <p><i>“Based on my inquiry of the person or persons directly responsible for managing compliance with the pretreatment limitation for total toxic organics(TTO), I certify that, to the best of my knowledge and belief, no dumping of concentrated toxic organics into the wastewaters has occurred since filing the last Periodic Compliance Report. I further certify that this facility has implemented the most recent toxic organic management plan (TOMP) submitted to SVSD.”</i></p>		

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

Signature: _____

Title: _____

Print Name: _____

Date: _____

SVSD IPP Form #7

FACILITY NAME: _____

PERMIT NUMBER: _____

ZERO DISCHARGE CERTIFICATION

The Permittee must initial in the appropriate box(es) below, sign and submit the completed form to SVSD twice a year, before the 28th day of June and December.

Compliance Status (check the applicable box)	
Compliant: <i>"No discharge of regulated wastewater or other discharges prohibited by this Permit have occurred since issuance of this Permit or since the filing of our last Periodic Compliance Report."</i>	

or

Non-Compliant: <i>"Discharge of regulated wastewater and/or other prohibited wastewater occurred since the last Periodic Compliance Report was submitted. Ferreus Industries notified the SVSD of those discharges on the following date(s):"</i> <hr/>	
---	--

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

Signature: _____

Title: _____

Print Name: _____

Date: _____

FACILITY NAME: _____

PERMIT NUMBER: _____

SOUTH VALLEY SEWER DISTRICT

Wastewater Discharge Permit

Significant Industrial User



Permit Number _____

Effective Date _____

Expiration Date _____

Authorized Representative _____

Contact Phone Number _____

Permittee _____

Facility Address _____

Mailing Address _____

Billing Address _____

In accordance with authority vested in the South Valley Sewer District (SVSD) by the SVSD Pretreatment Rules and Regulations, and subject to the conditions of those Rules and Regulations and this Permit, the above-named Permittee is hereby authorized to discharge industrial wastewater into the SVSD sanitary sewer collection and treatment system.

All wastewater discharges authorized herein shall comply with the terms and conditions of this Permit. The discharge of any pollutant not specifically named in this Permit, or the discharge of any pollutant more frequently or in excess of quantities and concentrations authorized herein, shall constitute a violation.

This Permit is effective on {effective date} and shall expire at midnight on {expiration date} (Permit Term). Permittee shall not discharge to SVSD after expiration or termination of this Permit. If the Permittee wishes to continue to discharge beyond the expiration date of this Permit, an application must be submitted to SVSD in accordance with the requirements of applicable SVSD Pretreatment Rules and Regulations. To be eligible for permit reissuance and to continue to discharge industrial wastewater to SVSD, applications must be received by SVSD a minimum of 90 days prior to the expiration date of this Permit.

SVSD IPP Form #8

FACILITY NAME:

PERMIT NUMBER:

{explanation of classification}

Issued on this _____ day of _____, 2019

By: SVSD Jordan Basin Water Reclamation Facility Manager, John Hays

Physical Address:

South Valley Sewer District
1253 W Jordan Basin Lane
Bluffdale, UT 84065

Mailing Address:

South Valley Sewer District
PO Box 629
Riverton, UT 84065

General Telephone: 801-571-1166

Pretreatment Telephone: 385-202-2777

FACILITY NAME:

PERMIT NUMBER:

PART I EFFLUENT LIMITS & DISCHARGE PROHIBITIONS

SECTION A – EFFLUENT LIMITATIONS

1. Discharge Point(s)

During the Permit Term, the Permittee is authorized to discharge industrial wastewater to the SVSD sewer collection and treatment facilities from the outfall(s) listed and described below:

Outfall(s)	Description(s)

2. Monitoring Point(s)

During the Permit Term, the Permittee’s wastewater will be monitored and sampled at the location(s) listed and described below:

Monitoring Point(s)	Description(s)

{insert photograph of monitoring point}

3. Specific Limitations

a) The SVSD delivers the Permittee’s wastewater to the *{Jordan Basin Water Reclamation Facility (JBWRF)}* or *{South Valley Water Reclamation Facility (SVWRF)}* treatment works. As such, the Permittee is subject to *{JBWRF}* or *{SVWRF}* Local Limits in accordance with SVSD Pretreatment Rules and Regulations, Section 2.2.4.

b) During the Permit Term, the discharge from *{Monitoring Point(s)}* shall not exceed the following effluent limitations.

Parameter	JBWRF Local Limits (mg/l)	SVWRF Local Limits (mg/l)	Daily Max Limit (mg/l)

SVSD IPP Form #8

FACILITY NAME: _____

PERMIT NUMBER: _____

Parameter	Permit Limit

4. General Prohibitions: No User shall introduce or cause to be introduced into the SVSD any pollutant or wastewater which causes Pass Through or Interference. General and Specific Prohibitions apply to all Users of the SVSD whether or not they are subject to categorical Pretreatment Standards or any other federal, state, or local Pretreatment Standards or Requirements.

5. Specific Prohibitions: No User shall introduce or cause to be introduced into the SVSD the following pollutants, substances, or wastewater:
 - a) Pollutants which create a fire or explosive hazard in the POTW, including, but not limited to, wastestreams with a closed-cup flashpoint of less than 140° F (60° C) using the test methods specified in 40 CFR § 261.21;

 - b) Pollutants which will cause corrosive structural damage to the POTW, but in no case discharges with pH lower than 5.0, or greater than 12.0;

 - c) Solid or viscous pollutants in amounts which will cause obstruction of the flow in the POTW resulting in Interference;

 - d) Any pollutant, including oxygen-demanding pollutants (BOD, TSS, etc.), released in a discharge at a flow rate and/or pollutant concentration which will cause Interference at the POTW;

 - e) Wastewater having a temperature greater than 140° F (60° C), or which will inhibit biological activity in the Treatment Works resulting in Interference, but in no case in such quantities that causes the temperature at the Treatment Works to exceed 104° F (40° C);

 - f) Petroleum oil, non-biodegradable cutting oil, or products of mineral oil origin, in amounts that will cause Interference or Pass Through;

 - g) Pollutants which result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause acute worker health and safety problems;

SVSD IPP Form #8

FACILITY NAME:

PERMIT NUMBER:

- h) Storm water, surface water, groundwater, artesian well water, roof runoff, subsurface drainage, condensate, deionized water, noncontact cooling water, and unpolluted wastewater, unless specifically authorized by SVSD;
 - i) Hauled waste of any kind, including septic tank and industrial waste;
 - j) Any water or wastewater from alkaline hydrolysis or other chemical decomposition processes of human or animal tissues, remains, or bodies without prior written approval from the Treatment Facility Manager;
 - k) Medical waste, except as authorized in writing by the Treatment Facility Manager;
 - l) Bulk, expired, outdated, or concentrated prescription and non-prescription drugs;
 - m) Detergents, surface-active agents, or other substances which might cause excessive foaming in the POTW. 'Excessive foaming' means foam which overflows the sanitary sewer system and/or interferes with the operations and maintenance of the POTW;
 - n) Wastewater that contains a color that cannot be removed by the Treatment Works, such as but not limited to, dye wastes and vegetable tanning solutions;
 - o) Pollutants, substances, or wastewater prohibited by this Section shall not be processed or stored in such a manner that they could be discharged to the POTW;
 - p) Wastewater containing any radioactive wastes or isotopes except in compliance with applicable State and Federal regulations;
 - q) Hazardous Waste Pharmaceutical as defined in 40 CFR § 266.500.
6. Any user that discharges Chemical Oxygen Demand (COD), Total Suspended Solids (TSS), or Total Oil and Grease in excess of established thresholds will be surcharged in accordance with Section 2.16.1 of SVSD Pretreatment Rules and Regulations.

FACILITY NAME:

PERMIT NUMBER:

PART II EFFLUENT MONITORING AND REPORTING REQUIREMENTS

SECTION A - MONITORING REQUIREMENTS

1. During the permit term, South Valley Sewer District will sample {Monitoring Point(s)} per the following schedule:

Parameter	Monitoring Point	Frequency (a)	Sample Types

2. All handling and preservation of collected samples and laboratory analysis of samples shall be performed in accordance with the requirements of 40 CFR §136, as amended unless specified otherwise in the conditions of this Permit.

SECTION B – REPORTING REQUIREMENTS

1. Periodic Compliance Reports

The Permittee must submit a Periodic Compliance Report twice a year. A Periodic Compliance Report is due **January 28th** for the preceding six-month period July through December, and on **July 28th** for the preceding six-month period January through June. The first Periodic Compliance Report required under this Permit is due {insert date}. Periodic Compliance Reports must be certified by the Permittee’s Authorized Representative. A Periodic Compliance Report form is attached to this Permit.

2. SVSD will conduct all monitoring and sampling required by this Permit. If the Permittee chooses to conduct any monitoring or sampling of their regulated wastes:
 - a) All handling and preservation of collected samples and laboratory analysis of samples shall be performed in accordance with the requirements of 40 CFR §136, as amended; and
 - b) All results of such monitoring and sampling shall be reported to the SVSD within 30 days; and
 - c) If monitoring or sampling results reflect a violation of the terms and conditions of the Permit, such results shall be reported to the SVSD within 24-hours; and
 - d) If monitoring or sampling results reflect a violation of the terms and conditions of the Permit, the Permittee shall repeat the sampling and analysis of parameters that violated, and submit the results of the repeat analysis to the SVSD within 30 days after first becoming aware of the violation.
3. Automatic Resampling - If the results of the Permittee’s wastewater analysis indicate a violation of the terms of this Permit, SVSD will notify the Permittee of the violation.

SVSD IPP Form #8

FACILITY NAME:

PERMIT NUMBER:

Following notification, the Permittee must; within 5 days of notification of the violation, submit to SVSD a written explanation of the suspected cause(s), and detailed plan of corrective actions to prevent reoccurrence.

4. New or Changed Wastewater Reporting - The Permittee shall notify SVSD 90 days prior to the introduction of any new waste streams or pollutants, any substantial increase or decrease in the volume (i.e., 20% or greater change in average monthly flow) or characteristics of existing waste streams, or any change in the potential for Slug discharges to {Outfall(s)}, described above, or any other outfalls of the Permittee.
5. Prevention of Spills and Accidental Discharges - In accordance with the requirements of 40 CFR §403.8 the Permittee will be evaluated for its potential to discharge Slug Loads, and the need for the development and implementation of a Slug Discharge Control Plan. In order to make this evaluation the permittee shall, upon request, provide to SVSD plans showing the facilities and operating procedures designed to prevent spills or accidental discharges of prohibited or regulated materials listed in Section 2.2.1 of SVSD Pretreatment Rules and Regulations. If required, the Slug Discharge Control Plan shall include, at a minimum, the following:
 - a. Description of discharge practices, including non-routine batch discharges;
 - b. Description of stored chemicals;
 - c. Procedures for immediately notifying the SVSD of Slug Discharges, including any discharge that would violate a prohibition under SVSD Pretreatment Rules and Regulations Section 2.2.1 with procedures for follow-up written notification within five days;
 - d. If necessary, procedures to prevent adverse impact from accidental spills, including inspection and maintenance of storage areas, handling and transfer of materials, loading and unloading operations, control of plant site run-off, worker training, building of containment structures or equipment, measures for containing toxic organic pollutants (including solvents), and/or measures and equipment for emergency response.
6. Architectural drawings of any new facilities shall be submitted to SVSD by the Permittee, and reviewed and approved by SVSD prior to any new construction.
7. Accidental Discharge Report
 - a) The Permittee shall notify the SVSD immediately upon the occurrence of an accidental discharge of substances prohibited by Section 2 of the Pretreatment Rules and Regulations. SVSD should be notified during normal business hours by telephone at (385) 202-2777. At all other times, SVSD should be notified by telephone at (385) 225-1831 or (801) 455-2919. The notification shall include location of discharge, date and time, type of waste, including concentration and volume, and corrective actions taken.

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FACILITY NAME:

PERMIT NUMBER:

- b) Within five days following an accidental discharge, the Permittee shall submit to the SVSD a detailed written report. The report shall specify:
 - (1) Description of the upset, slug, or accidental discharge, and the cause. The description should include location of discharge, type, concentration and volume of waste;
 - (2) Duration of noncompliance, including exact dates and times of noncompliance, and if the noncompliance continues, the time by which return to compliance is reasonably expected to occur; and
 - (3) All steps taken to reduce, eliminate, and prevent recurrence of similar upsets, slugs, accidental discharges, and other conditions of noncompliance.
- c) The Permittee shall notify SVSD at least 10 days in advance of any planned bypass that may result in violation of any applicable pretreatment standards.
- 8. RCRA (Resource Conservation Recovery Act) Hazardous Waste Reporting - All Users shall notify SVSD, the State of Utah, and EPA of the nature and mass of RCRA hazardous wastes the User discharges to the POTW, as required under 40 CFR §403.12(p).
- 9. All reports required by this Permit shall be submitted to the SVSD at the following address:

**Pretreatment Coordinator
South Valley Sewer District
PO Box 629
Riverton, Utah 84065**
- 10. All reports required by this Permit shall be signed by the Authorized Representative of the Permittee as defined in Part IV Section A (9) (b) of this permit.

PART III SPECIAL CONDITIONS

SECTION A - COMPLIANCE SCHEDULE

- 1. The Permittee must complete the following item(s) by the date(s) indicated:

Event	Required No Later Than

FACILITY NAME:

PERMIT NUMBER:

2. Compliance Schedule Reporting

No later than 14 days following each date in the above schedule, the Permittee shall submit to the SVSD a progress report including, at a minimum, whether or not it complied with the increment of progress to be met on such date and, if not, the date on which it expects to comply with the increment of progress, the reasons for delay, and the steps being taken to bring the project to the schedule established.

PART IV STANDARD CONDITIONS

SECTION A - GENERAL CONDITIONS, DEFINITIONS AND COMPLIANCE RESPONSIBILITIES

1. Pretreatment Program Enforceability

The terms and conditions of the SVSD Pretreatment Rules and Regulations shall be enforceable automatically through this Permit. SVSD Pretreatment Rules and Regulations are available for review and download at <http://www.svsewer.com/treatment/industrial-pretreatment/rules-and-regulations/>.

2. Severability

The provisions of this Permit are severable, and if any provision of this Permit or the application of any provision of this Permit is held invalid, the application of such provision to other circumstances and the remainder of this Permit shall not be affected thereby.

3. Duty to Comply

The Permittee must comply with all conditions of this Permit and SVSD Pretreatment Rules and Regulations. Failure to comply with these requirements will be grounds for administrative, judicial or enforcement proceedings including, but not limited to, civil or criminal penalties, injunctive relief and termination of sewer service.

4. Duty to Mitigate

The Permittee shall take all reasonable steps to minimize or correct any adverse impact on the environment resulting from noncompliance with this Permit, including such accelerated or additional monitoring as necessary to determine the nature and impact of the noncomplying discharge.

FACILITY NAME:

PERMIT NUMBER:

5. Permit Action

This Permit may be modified, revoked, re-opened and reissued, or terminated by SVSD for good cause, including but not limited to the following:

- a) To incorporate any new or revised federal, state, or local pretreatment standards or requirements;
- b) Material or substantial alterations or additions to the Permittee's operation which are not covered in this Permit;
- c) A change in any condition that requires either a temporary or permanent reduction or elimination of the authorized discharge(s);
- d) Information indicating that the permitted discharge poses a threat to the SVSD sanitary sewer system or wastewater treatment plants, utility personnel, or receiving waters;
- e) Violation of any terms or conditions of this Permit;
- f) Obtaining this Permit by misrepresentation or failure to disclose fully all relevant facts;
or
- g) Upon request of the Permittee, provided such request does not create a violation of any existing applicable requirements, standards, laws, or rules and regulations.

The filing of a request by the Permittee for a Permit modification, revocation, re-opening and reissuance, or termination, or a notification of planned changes or anticipated noncompliance, does not stay any Permit condition(s).

6. Property Rights

The issuance of this Permit does not convey any property rights of any sort, or any exclusive privileges, nor does it authorize any injury to private property or any invasion of personal rights, nor any infringement of Federal, State or local laws or regulations.

7. Prohibition on Permit Transfer

This Permit is issued to the Permittee for Permittee's specific operation and is not assignable to another user or transferable to any other location. In the event of sale, assignment or transfer of Permittee's business or facilities, whether voluntary or by operation of law, a new Permit shall be obtained.

SVSD IPP Form #8

FACILITY NAME:

PERMIT NUMBER:

8. Dilution

The Permittee shall not increase the use of potable or process water, or in any way, attempt to dilute a wastewater discharge as a partial or complete substitute for adequate treatment to achieve compliance with the limitations contained in this Permit.

9. Definitions

Technical terms and phrases used in this permit shall have the following meanings:

a) Authorized or Duly Authorized Representative:

1. If the User is a corporation:

- i. The president, secretary, treasurer, or a vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or
- ii. The manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions that govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiate and direct other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for individual and general wastewater discharge permit requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

2. If the User is a partnership or sole proprietorship: a general partner or proprietor, respectively.

3. If the User is a federal, state, or local governmental facility: a director or highest official appointed or designated to oversee the operation and performance of the activities of the government facility, or their designee.

SVSD IPP Form #8

FACILITY NAME:

PERMIT NUMBER:

4. The individuals described in paragraphs 1 through 3, above, may designate a Duly Authorized Representative if the authorization is in writing, the authorization specifies the individual or position responsible for the overall operation of the facility from which the discharge originates or having overall responsibility for environmental matters for the company, and the written authorization is submitted to the Treatment Facility Manager.

- b) Biochemical Oxygen Demand (BOD) – The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedures for 5 days at 20 degrees centigrade, usually expressed as a concentration (e.g., milligrams per liter (mg/l)).

- c) Bypass – The intentional diversion of waste streams from any portion of a User’s treatment facility

- d) Categorical Pretreatment Standard or Categorical Standard – Any regulation containing pollutant discharge limits promulgated by EPA in accordance with Sections 307(b) and (c) of the Act (33 U.S.C. Section 1317) that apply to a specific category of Users and that appear in 40 CFR Chapter I, Subchapter N, § 405-471.

- e) Chemical Oxygen Demand (COD) – The quantity of oxygen utilized in the biochemical oxidation of all oxidizable compounds, both organic and inorganic, in water.

- f) Industrial User or User – A source of indirect discharge; a non-domestic User that has the potential to discharge non-domestic wastewater, or a non-domestic User that has a sewer connection for domestic wastewater discharge only

- g) Interference – A discharge that alone, or in conjunction with a discharge or discharges from other sources, inhibits or disrupts the POTW, its treatment processes or operations or its sludge processes, use or disposal; and is therefore in violation of the Treatment Works UPDES permit, or prevents the use or disposal of sewage sludge in compliance with any of the following statutory/regulatory provisions or permits issued thereunder or any more stringent State or local regulations: Section 405 of the Act; the Solid Waste Disposal Act, including Title II commonly referred to as the Resource Conservation and Recovery Act (RCRA); any State regulations contained in any State sludge management plan prepared pursuant to Subtitle D of the Solid Waste Disposal Act; the Clean Air Act; the Toxic Substances Control Act; and the Marine Protection, Research, and Sanctuaries Act.

SVSD IPP Form #8

FACILITY NAME:

PERMIT NUMBER:

- h) Jordan Basin Water Reclamation Facility or JBWRF – The Wastewater Treatment Facility located in Riverton, Utah which is owned and operated by SVSD.
- i) Jordan Basin Water Reclamation Facility Manager or Treatment Facility Manager – The person who oversees the operation of the JBWRF and SVSD Pretreatment Department, and is designated by these Pretreatment Rules and Regulations with certain duties and responsibilities.
- j) Local Limits – Specific discharge limits developed to protect the POTW in accordance with 40 CFR § 403.5 and enforced by SVSD upon Users to implement the general and specific discharge prohibitions listed in Section 2.2.1 A and B.
- k) Monthly Average – The sum of all “daily discharges” measured during a calendar month divided by the number of “daily discharges” measured during that month.
- l) Monthly Average Limit – The highest allowable average of “daily discharges” over a calendar month, calculated as the sum of all “daily discharges” measured during a calendar month divided by the number of “daily discharges” measured during that month.
- m) Pass Through – A discharge which exits the POTW into Waters of the State in quantities or concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the JBWRF’s UPDES permit, including an increase in the magnitude or duration of a violation.
- n) Pretreatment – The reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater prior to, or in lieu of, introducing such pollutants into the POTW. This reduction or alteration can be obtained by physical, chemical, or biological processes; by process changes; or by other means, except by diluting the concentration of the pollutants unless allowed by an applicable Pretreatment Standard.
- o) Pretreatment Coordinator – The person designated by SVSD to coordinate SVSD Pretreatment Program, charged with certain duties and responsibilities under the Pretreatment Rules and Regulations as directed and delegated by the Treatment Facility Manager.
- p) Pretreatment Rules and Regulations – SVSD’s legal authority to implement and enforce its IPP as adopted by the Board and approved by the Approval Authority.

SVSD IPP Form #8

FACILITY NAME:

PERMIT NUMBER:

- q) Publicly Owned Treatment Works or POTW – A Treatment Works, as defined by Section 212 of the Act (33 U.S.C. Section 1292), which is owned by SVSD. This definition includes any devices or systems used in the collection, storage, treatment, recycling, and reclamation of sewage or industrial wastes of a liquid nature and any conveyances, which convey wastewater to a treatment plant. It also includes sewers, pipes and other conveyances if they convey wastewater to a POTW Treatment Plant. The term also means the municipality as defined in Section 502(4) of the Act, which has jurisdiction over the Indirect Discharges to and the discharges from such a Treatment Works.
- r) Significant Industrial User (SIU) – Except as provided in paragraph (3), a SIU is:
1. A User subject to categorical Pretreatment Standards; or
 2. A User that:
 - i. Discharges an average of 25,000 gallons per day (gpd) or more of process wastewater to the POTW (excluding sanitary, noncontact cooling and boiler blowdown wastewater);
 - ii. Contributes a process wastestream which makes up 5 percent or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant; or
 - iii. Is designated as such by SVSD on the basis that it has a reasonable potential for adversely affecting the POTW's operation or for violating any Pretreatment Standard or Requirement.
 3. Upon a finding that a User meeting the criteria in Subsection (2) of this Subsection has no reasonable potential for adversely affecting the POTW's operation or for violating any Pretreatment Standard or Requirement, SVSD may at any time, on its own initiative or in response to a petition received from an Industrial User, and in accordance with procedures in 40 CFR 403.8(f)(6), determine that such User should not be considered a SIU.
- s) Significant Non-Compliance – Means as defined in 40 CFR § 403.8(f)(2)(viii).
- t) Slug or Slug Load or Slug Discharge –A Discharge of a non-routine episodic nature, including but not limited to, an accidental spill or a non-customary batch Discharge, which has a reasonable potential to cause Interference or Pass Through, or in any other way violate the SVSD's Pretreatment Rules and Regulations, Local Limits or Permit conditions.

FACILITY NAME:

PERMIT NUMBER:

- u) South Valley Sewer District or SVSD – A political subdivision of the State of Utah; the Control Authority over these Pretreatment Rules and Regulations.
- v) South Valley Water Reclamation Facility or SVWRF – A Wastewater Treatment Facility located in West Jordan, Utah, of which a portion of the treatment capacity is owned and utilized by SVSD.
- w) Total Suspended Solids or Suspended Solids or TSS – The total suspended matter that floats on the surface of, or is suspended in, water, wastewater, or other liquid, and that is removable by laboratory filtering.
- x) Treatment Works – Either Federally-owned, publicly-owned, or privately-owned devices or systems used to treat (including recycling and reclamation) either domestic sewage or a combination of domestic sewage and industrial waste or liquid manure.

SECTION B – MONITORING AND RECORDS

1. Representative Sampling

Samples and measurements taken as required herein shall be representative of the volume and nature of the monitored discharge. All samples shall be taken at the monitoring points specified in this Permit and, unless otherwise specified, before the effluent joins or is diluted by any other waste stream, body of water or substance. Monitoring points shall not be changed without notification to, and written approval of SVSD.

2. Approved Laboratory Required

All sampling analysis performed in support of this Permit must be conducted by a laboratory certified by the State of Utah or approved by SVSD.

3. Analytical Methods to Demonstrate Continued Compliance

Sampling and analysis of all samples shall be performed in accordance with the techniques prescribed in 40 CFR §136 and amendments thereto.

4. Additional Monitoring by the Permittee

If the Permittee monitors any pollutant more frequently than required by this Permit, using approved test procedures or as specified in this Permit, the results of this monitoring shall be attached to the Permittee's Periodic Compliance Reports.

5. Inspection and Entry

SVSD IPP Form #8

FACILITY NAME:

PERMIT NUMBER:

The Permittee shall allow authorized representative(s) of the SVSD and SVWRF, upon the presentation of credentials, to immediately:

- a) Enter upon the Permittee's premises where Permittee's facilities or activities are located or conducted, or where records must be kept under the conditions of this Permit;
- b) Have access to and copy, at reasonable times, any records that must be kept under the conditions of this Permit;
- c) Inspect at reasonable times any of Permittee's facilities, equipment (including monitoring and control equipment), practices, or operations regulated or required under this Permit;
- d) Sample or monitor, for the purposes of assuring Permit compliance, any substances or parameters at any location;
- e) Inspect any production, manufacturing, fabricating or storage area where pollutants, regulated under this Permit, could originate.

6. Retention of Records

- a) The Permittee shall retain records of all monitoring information, including all calibration and maintenance records and all original recordings for continuous monitoring instrumentation, copies of all reports required by this Permit, and records of all data used to complete the application for this Permit, for a period of at least three years from the date of the sample, measurement, report or application. This period may be extended by request of the SVSD at any time.
- b) All records that pertain to matters that are the subject of administrative orders or any other enforcement or related activities brought by the SVSD shall be retained and preserved by the Permittee until all enforcement activities have concluded and all periods of limitation with respect to any and all appeals have expired.

7. Record Contents

Records of sampling information and chain of custody shall include:

- a) The date, exact place, time and methods of sampling or measurements, and sample preservation techniques or procedures;
- b) Who performed the sampling or measurements;
- c) The date(s) analyses were performed;

FACILITY NAME:

PERMIT NUMBER:

- d) Who performed the analyses;
- e) The analytical techniques or methods used; and
- f) The results of such analyses.

9. Falsifying Information

Knowingly making any false statement on any report or other document required by this Permit or knowingly rendering any monitoring device or method inaccurate, may result in punishment under criminal proceedings as well as being subjected to civil penalties and injunctive relief.

SECTION C – ADDITIONAL REPORTING REQUIREMENTS

1. Duty to Provide Information

The Permittee shall furnish to SVSD within a reasonable time, any information which the SVSD may request to determine whether cause exists for modifying, revoking and reissuing, or terminating this Permit, or to determine compliance with this Permit. The Permittee shall also furnish to SVSD, upon request, copies of records required to be kept by this Permit. These records include but are not limited to water usage records or logs, manifests for wastes hauled offsite for disposal or recycling, and pretreatment device servicing bills or logs.

2. Discharge of Pollutants

In the event that a User discharges pollutants which causes the Treatment Works to violate any conditions of its Utah Pollutant Discharge Elimination System permits, and SVSD or SVWRF are fined by any authority for such violation, the Permittee shall be fully liable to SVSD and SVWRF for the total amount of the fine assessed against them, together with administrative costs to the fullest extent allowed and permitted by applicable law.

In any enforcement proceeding, the Permittee seeking to establish the occurrence of an upset constituting an affirmative defense to an action brought for noncompliance with categorical Pretreatment Standards shall have the burden of proof of 40 CFR §403.16(c).

3. Facilities Operation

The Permittee shall control production on all discharges to the extent necessary to maintain compliance with categorical Pretreatment standards upon reduction, loss, or failure of Permittee's treatment facilities until such facilities are restored or an alternative method of treatment is provided.

SVSD IPP Form #8

FACILITY NAME:

PERMIT NUMBER:

The Permittee shall at all times maintain in good working order and operate as efficiently as possible, all treatment or control facilities or systems installed or used by Permittee to achieve compliance with the terms and conditions of this Permit.

4. Bypassing

Any diversion from or by-pass of facilities necessary to maintain compliance with the terms and conditions of this Permit is prohibited, except where unavoidable to prevent loss of life or severe property damage. The Permittee shall promptly take production control and reporting actions as outlined in Part II, Section B6 of this Permit – Accidental Discharge Report.

5. Annual Publication

A list of industries which are found to be in Significant Non-Compliance (SNC) with SVSD Pretreatment Rules and Regulations shall be annually published by the SVSD in a daily newspaper having general circulation within the SVSD service area.

6. Civil and Criminal Liability

Nothing in this Permit shall be construed to relieve the Permittee from civil and/or criminal penalties for noncompliance; or from any responsibilities, liabilities, or penalties established pursuant to any applicable federal, state, or local laws, ordinances or regulations.

Any person who willfully or with gross negligence:

- a) Discharges pollutants in violation of the "Utah Water Pollution Control Act" or SVSD Pretreatment Rules and Regulations or in violation of any condition or limitation included in this Permit; or
- b) Violates any pretreatment standard or toxic effluent standards of the SVSD shall be assessed a fine not exceeding \$25,000 per day. Any person convicted a second time shall be punished by a fine not exceeding \$50,000 per day and/or possible termination of sewer service; or
- c) Violates this Permit or SVSD Pretreatment Rules and Regulations is subject to a civil penalty not to exceed \$10,000 per day.

SVSD IPP Form #8

FACILITY NAME:

PERMIT NUMBER:

7. Recovery of Costs Incurred

In addition to civil and criminal liability, the Permittee violating any of the provisions of this Permit or SVSD Pretreatment Rules and Regulations or causing damage to or otherwise inhibiting the Treatment Works or related facilities shall be liable to SVSD and SVWRF for any expense, loss, or damage caused by such violation or discharge. The SVSD and SVWRF shall bill the Permittee for the costs incurred by the SVSD or SVWRF for any cleaning, repair, or replacement work caused by the violation or discharge. Refusal to pay the assessed costs shall constitute a separate violation of the Pretreatment Rules and Regulations.

8. Permit Fee & Term

The Permittee will be charged a permit fee in accordance with a schedule of fees established by the SVSD. Depending on the type of business, industry or other conditions and circumstances, the term of the Permit will not exceed 5 years.

9. Legal Action by Other Governmental Agencies

Nothing in this Permit shall be construed to preclude the institution of any legal action by other governmental agencies having jurisdiction or to relieve the Permittee from any responsibilities, liabilities, or penalties established pursuant to any applicable state or federal law or regulation.

END

SVSD Permit Fact Sheet

Industry User:

Industry Address:

Contact Person Name(s):

Telephone Number:

Permit Number:

Permit Effective Date: **Permit Expiration Date:**

Description of Industry:

Description of wastewater generated:

Justification of SIU Classification:

Description & Location of Monitoring Point(s):

Methods of Flow Measurement:

Maximum Daily Flow Rate (GPD):

Date of Initial Operation:

Last Modification to Process:

Treatment Units in Operation:

Parameters Monitored:

Basis for Monitoring and Limits:

SVSD Permit Fact Sheet

<u>Description & Location of Outfall(s):</u>	
<u>Monitoring Responsibility and Frequency:</u>	
<u>Reporting Requirements:</u>	
<u>Signatory Requirements:</u>	
<u>Name of Person:</u>	<u>Title:</u>
<u>Telephone Number:</u>	
<u>Last Slug Discharge Evaluation:</u>	
<u>Facility Diagram:</u>	
<u>Special Requirements:</u>	
<u>Compliance Schedule:</u>	
<u>Exclusions:</u>	
<u>Permit Fact Sheet Prepared by:</u>	
<u>Reviewed and Approved by:</u>	
<u>Date Completed:</u>	

Attachments:

South Valley Sewer District

WAIVER REQUEST REVIEW CHECKLIST

Date of Request: _____

Name of Requestor: _____

Type of Request: _____

	Required Information	Acceptable	
		YES	NO
1.	GENERAL INFORMATION		
	User Name and Address	_____	_____
	User Contact	_____	_____
	Discharge Practices	_____	_____
	Method of disposal	_____	_____
2.	FACILITY LAYOUT FLOW DIAGRAMS		
	General Layout	_____	_____
	Manufacturing	_____	_____
	Storage	_____	_____
	Transportation	_____	_____
	Disposal areas	_____	_____
3.	MATERIAL INVENTORY		
	Types	_____	_____
	Volumes	_____	_____
4.	SPILL AND LEAK PREVENTION EQUIPMENT		
	Inventory	_____	_____
	Location	_____	_____
5.	OPERATIONS AND MAINTENANCE PROCEDURES		
	Operations and Maintenance Procedures	_____	_____
6.	EMERGENCY RESPONSE EQUIPMENT AND PROCEDURES		
	Inventory	_____	_____
	Procedures	_____	_____
7.	REPORTING		
	Procedures for notifying the SVSD	_____	_____
8.	TRAINING PROGRAM		
	Proper training provided to employees	_____	_____

Refer to 40 CFR §403.12(e)(2) for specifics on each required element in a waiver request.

SVSD IPP Form #11

South Valley Sewer District
 PRETREATMENT INSPECTION PREPARATION CHECKLIST

Industrial User (IU): _____ Permit Number: _____

Address: _____ Inspection Date: _____

Inspector(s): _____ Time of Inspection: _____

Type of Inspection (circle one): SCHEDULED* UNSCHEDULED DEMAND

(* If the inspection is scheduled, contact the IU rep two (2) weeks prior to inspection date, and again two (2) days prior to inspection.)

PRE-INSPECTION ACTIVITIES	INITIALS
<ul style="list-style-type: none"> Review the IU's application, permit, and fact sheet. List in this space any related discussion items or follow-up issues: 	
<ul style="list-style-type: none"> Review monitoring/sampling data collected since the last inspection. List in this space any related discussion items or follow-up issues: 	
<ul style="list-style-type: none"> Compare current culinary water usage with discharge data. List in this space any related discussion items: 	
<ul style="list-style-type: none"> Review the previous inspection report. List in this space any related discussion items or follow-up issues: 	
<ul style="list-style-type: none"> Review Slug Discharge Control Plan, TOMP, etc. Verify during inspection that plans contain current info and that IU is following the plans. 	
<ul style="list-style-type: none"> Review any correspondence, enforcement actions taken since last inspection. List in this space any related discussion items or follow-up issues: 	
<ul style="list-style-type: none"> Will samples be taken during the inspection? If so, what parameters? 	
<ul style="list-style-type: none"> Evaluate any safety concerns related to the IU's facilities and operations. Determine what safety equipment (PPE) will be needed. 	

INSPECTION DAY ACTIVITIES	INITIALS
<ul style="list-style-type: none"> Load necessary safety and sampling equipment in vehicle. 	
<ul style="list-style-type: none"> Gather inspection forms and checklists, personal ID and business cards. 	

Inspector Signature _____ Date _____

South Valley Sewer District

SIU INSPECTION FORM

PART 1: FACILITY INFORMATION & RECORDS REVIEW

NAME OF INDUSTRIAL USER (IU): _____ TELEPHONE: _____

ADDRESS: _____

PRINCIPAL PRODUCTS PRODUCED: _____

GENERAL DESCRIPTION OF REGULATED PROCESS(ES): _____

40 CFR CITATION(S): _____ SECTION(S): _____ SIC/NAICS CODE(S): _____

IS THE IU PERMITTED? YES _____ NO _____ PERMIT NO.: _____

IS THE PERMIT CURRENT: YES _____ NO _____ EXPIRATION DATE: _____

IF PERMIT IS NOT CURRENT, EXPLAIN: _____

DATE OF BMR SUBMITTAL: _____ DATE OF 90-DAY REPORT: _____

AUTHORIZED REP(S) (PERSONS HAVING SIGNATORY AUTHORITY)

NAME: _____ TITLE: _____

NAME: _____ TITLE: _____

HAVE AUTHORIZED REPS CHANGED SINCE LAST INSPECTION? YES _____ NO _____

IF YES, WAS SVSD NOTIFIED OF CHANGES? YES _____ NO _____ IF NO, EXPLAIN: _____

LIST ALL ENVIRONMENTAL CONTROL PERMITS:

PERMITTING AGENCY	PERMIT TYPE	IDENTIFYING NUMBER	PERMIT NUMBER CHANGE
_____	_____	_____	_____
_____	_____	_____	_____

SVSD IPP Form #12

ENFORCEMENT ACTIONS (INFORMAL AND FORMAL) TAKEN AGAINST IU SINCE THE LAST INSPECTION:

VERBAL WARNING _____

NOTICE OF VIOLATION _____

COMPLIANCE SCHEDULE _____

PERMIT REVOKED _____

SHOW CAUSE HEARING _____

CIVIL PENALTIES (FINES) _____

CRIMINAL PENALTIES _____

TERMINATION OF SERVICE _____

OTHER (SPECIFY) _____

TOTAL NUMBER OF EMPLOYEES: _____

SHIFT 1 NUMBER OF EMPLOYEES: _____ HOURS: _____

SHIFT 2 NUMBER OF EMPLOYEES: _____ HOURS: _____

SHIFT 3 NUMBER OF EMPLOYEES: _____ HOURS: _____

IS THIS DIFFERENT FROM WHAT WAS LAST REPORTED? YES _____ NO ____ IF YES, EXPLAIN _____

VERIFICATION OF PRODUCTION RATES: _____

JAN(): _____ APR(): _____ JULY(): _____ OCT(): _____

FEB(): _____ MAY(): _____ AUG(): _____ NOV(): _____

MAR(): _____ JUNE(): _____ SEPT(): _____ DEC(): _____

ARE ANY WASTES DISCHARGED TO SURFACE WATERS? YES _____ NO _____

IF YES, GIVE NPDES/UPDES PERMIT NUMBER: _____

DOES THE IU HAVE A SEWER FLOW METER? YES _____ NO _____

IF YES, RECORD THE METER READING: _____ DATE METER WAS LAST CALIBRATED: _____

IS ANY RAW WATER TREATMENT OR CONDITIONING UTILIZED? YES _____ NO ____ TYPE _____

SVSD IPP Form #12

REVIEW WATER BILLS AND RECORD VOLUMES USED:

JAN(): _____ APR(): _____ JULY(): _____ OCT(): _____
 FEB(): _____ MAY(): _____ AUG(): _____ NOV(): _____
 MAR(): _____ JUNE(): _____ SEPT(): _____ DEC(): _____

	SUPPLY		WATER BALANCE WASTE		WASTEWATER DESCRIPTION OF PROCESS
	GPD	SOURCE	GPD	DISCHARGE	
DOMESTIC	_____	_____	_____	_____	[REDACTED]
PROCESS	_____	_____	_____	_____	
PROCESS	_____	_____	_____	_____	[REDACTED]
COOLING	_____	_____	_____	_____	
LAWN	_____	_____	_____	_____	
BOILER	_____	_____	_____	_____	
OTHER	_____	_____	_____	_____	
OTHER	_____	_____	_____	_____	
TOTAL:	_____	_____	_____	_____	

SOURCE: (A) MUNICIPAL WATER (use "AC" for culinary (potable), or "AS" for secondary (non-potable)), (B) GROUNDWATER, (C) RECYCLED WATER (D) STORM WATER, (E) OTHER (describe)

DISCHARGE: (A) SURFACE WATERS, (B) STORM SEWER, (C) PRODUCT, (D) EVAPORATION, (E) SANITARY SEWER (F) HAULED FOR DISPOSAL OFFSITE

REVIEW OF THE FOLLOWING RECORDS:

1. BEST MANAGEMENT PRACTICE PLAN YES: _____ NO: _____ N/A: _____
2. SLUG DISCHARGE CONTROL PLAN YES: _____ NO: _____ N/A: _____
3. TOXIC ORGANIC MANAGEMENT PLAN YES: _____ NO: _____ N/A: _____
4. HAZARDOUS MATERIAL MANAGEMENT PLAN YES: _____ NO: _____ N/A: _____
5. SAMPLING PROCEDURES YES: _____ NO: _____ N/A: _____
6. CHAIN OF CUSTODY PROCEDURES AND FORMS YES: _____ NO: _____ N/A: _____
7. LABORATORY PROCEDURES YES: _____ NO: _____ N/A: _____
8. MONITORING RECORDS (LAB) YES: _____ NO: _____ N/A: _____
9. WASTE MANIFESTS (ATTACH COPIES) YES: _____ NO: _____ N/A: _____
10. RAW MATERIALS RECORDS YES: _____ NO: _____ N/A: _____

SVSD IPP Form #12

- 11. PRODUCTION RECORDS YES: _____ NO: _____ N/A: _____
- 12. TREATMENT MAINTENANCE RECORDS YES: _____ NO: _____ N/A: _____
(INTERCEPTOR CLEANING)

INTERCEPTOR(S) CLEANING

DATE	PUMPER COMPANY	DISPOSAL LOCATION
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

PART 2: FACILITY INSPECTION

DATE OF INSPECTION: _____ ARRIVAL TIME: _____

INSPECTORS: _____

DATE OF LAST INSPECTION: _____

REASON FOR INSPECTION: ANNUAL _____ SEMI-ANNUAL _____ COMPLAINT _____
NEW PROCESS _____ CLOSURE _____ NEW PERSONNEL _____

IF COMPLAINT, EXPLAIN: _____

IU PERSONNEL PRESENT DURING INSPECTION:

NAME: _____ TITLE: _____

NAME: _____ TITLE: _____

NAME: _____ TITLE: _____

NAME: _____ TITLE: _____

MANUFACTURING, PRODUCTION & PROCESS AREAS: _____

CHANGES IN PROCESSES SINCE LAST INSPECTION: _____

DOES THE IU HAVE ANY PRETREATMENT EQUIPMENT? YES _____ NO _____

IF YES, DESCRIBE: _____

WASTEWATER TREATMENT AREAS: _____

SAMPLING FACILITIES: _____

SVSD IPP Form #12

CHEMICAL STORAGE AREAS: _____

ARE THERE FLOOR DRAINS IN CHEMICAL/WASTE STORAGE AREA? YES _____ NO _____

COMMENTS: _____

DURING THE PAST YEAR HAS THE IU EXPERIENCED ANY SPILLS OR SLUG DISCHARGES?

YES _____ NO _____ IF YES, HOW MANY? _____

WERE REPORTS FILLED OUT FOR EACH ONE? YES ___ NO ___ N/A _____ IF NO, EXPLAIN: _____

SPILL PREVENTION BMPs: _____

ARE ANY HAZARDOUS WASTES GENERATED AND/OR STORED ON SITE: YES _____ NO: _____

(IF YES, LIST DESCRIPTIONS & QUANTITIES ON APPENDIX B.)

ARE EMPLOYEES PROPERLY TRAINED TO HANDLE HAZARDOUS WASTE AND CHEMICALS? YES ___ NO ___

COMMENTS: _____

INDICATE NAME AND TITLE OF PERSON(S) RESPONSIBLE FOR CHEMICAL/WASTE HANDLING TRAINING:

LIST ANY SLUDGES OR RESIDUALS GENERATED: _____

HAZARDOUS WASTE STORAGE AREAS: _____

NON-HAZARDOUS WASTE STORAGE AREAS: _____

HANDLING PROCEDURES FOR HAZARDOUS CHEMICAL/WASTES: _____

DISPOSAL METHODS: _____

WHAT ARE SLUDGE/RESIDUAL DISPOSAL METHODS? _____

WAS RCRA INFORMATION GIVEN TO AND/OR DISCUSSED WITH THE IU? _____

ZERO DISCHARGERS: IS THERE REASONABLE POTENTIAL TO DISCHARGE? YES ___ NO ___ N/A ___

IF YES, HAS THE IU TAKEN SUFFICIENT STEPS TO PREVENT DISCHARGE? YES ___ NO ___ N/A ___

WHAT ADDITIONAL MEASURES, IF ANY, MUST THE IU IMPLEMENT TO PREVENT DISCHARGE? _____

PART 3: IU PROCEDURES REVIEW

WHO PERFORMS SAMPLING? _____

NAME OF LABORATORY USED AND/OR NAME AND TELEPHONE NUMBER OF PERSON PERFORMING LAB PROCEDURES:

IN HOUSE LAB? _____

WERE SAMPLING RECORDS REVIEWED? YES _____ NO _____ N/A _____

WERE MONITORING RECORDS REVIEWED? YES _____ NO _____ N/A _____

COMMENTS: _____

WHAT IS SAMPLING FREQUENCY? _____

MONITORING LOCATION(S): _____

SAMPLE TAKEN DURING INSPECTION? YES _____ NO _____

CONDITION OF SAMPLING/MONITORING SITE: _____

ARE PROPER SAMPLING TECHNIQUES BEING EMPLOYED? (EXPLAIN) _____

IS THE COMBINED WASTE STREAM FORMULA USED? YES _____ NO _____

FOR PRODUCTION BASED LIMITS, LIST THE AVERAGE DAILY PRODUCTION RATES: _____

PART 4: INSPECTION SUMMARY

IS THE FACILITY IN COMPLIANCE? YES _____ NO _____

COMMENTS: _____

IF NO, WILL THE IU BE PLACED ON A COMPLIANCE SCHEDULE? YES _____ NO _____

IF YES, WHAT IS THE FINAL COMPLIANCE DATE? _____

DEFICIENCIES: _____

TIMELINE GIVEN TO THE FACILITY TO CORRECT DEFICIENCIES: _____

DATE OF LETTER SENT REGARDING DEFICIENCIES: _____

DATE OF FOLLOW UP INSPECTION: _____

WERE DEFICIENCIES CORRECTED WITHIN REQUIRED TIMELINE? _____

PART 5: COMMENTS AND SIGNATURE

IU REPRESENTATIVE COMMENTS: _____

INSPECTOR COMMENTS: _____

INSPECTOR SIGNATURE: _____ DATE: _____ DEPARTURE TIME: _____

Appendix A

SLUG DISCHARGE POTENTIAL EVALUATION & CONTROL

“I, _____ (Name of Inspector), AFTER PERFORMING THIS INSPECTION

OF _____ (Name of IU), FIND THAT:

THE IU HAS THE POTENTIAL TO DISCHARGE SLUG LOADS, AND THEREFORE MUST DEVELOP AND IMPLEMENT A SLUG DISCHARGE CONTROL PLAN.”

or

THE IU DOES NOT HAVE THE POTENTIAL TO DISCHARGE SLUG LOADS.”

DOES THE IU HAVE AN ADEQUATE, UP-TO-DATE SLUG DISCHARGE CONTROL PLAN? YES NO

COMMENTS: _____

Appendix B

DETAILS REGARDING WASTE HANDLING

Waste #1

WASTE DESCRIPTION: _____

QUANTITY GENERATED: _____

CONTAINER TYPE: _____

TOTAL WEIGHT AND/OR GALLONS SHIPPED: _____

SHIPPING DATES: _____

TSDF NAME: _____ TELEPHONE: _____

TSDF DOT PERMIT NUMBER: _____

FINAL DISPOSAL SITE: _____

Waste #2

WASTE DESCRIPTION: _____

QUANTITY GENERATED: _____

CONTAINER TYPE: _____

TOTAL WEIGHT AND/OR GALLONS SHIPPED: _____

SHIPPING DATES: _____

TSDF NAME: _____ TELEPHONE: _____

TSDF DOT PERMIT NUMBER: _____

FINAL DISPOSAL SITE: _____

Waste #3

WASTE DESCRIPTION: _____

QUANTITY GENERATED: _____

CONTAINER TYPE: _____

TOTAL WEIGHT AND/OR GALLONS SHIPPED: _____

SHIPPING DATES: _____

TSDF NAME: _____ TELEPHONE: _____

TSDF DOT PERMIT NUMBER: _____

FINAL DISPOSAL SITE: _____

FACILITY NAME:

PERMIT NUMBER:

South Valley Sewer District

SECTOR CONTROL
WASTEWATER DISCHARGE PERMIT



{Food or Auto} Service Establishment

Permit No.	
Effective Date	
Expiration Date	
Authorized Representative	
Telephone Number	
Facility Name (Permittee)	
Facility Address	
Mailing Address	
Billing Address	

In accordance with authority vested in the South Valley Sewer District (“SVSD”) by the SVSD Wastewater Pretreatment Rules and Regulations, and subject to the conditions of those Rules and Regulations and this Permit, the above-named Permittee is hereby authorized to discharge commercial wastewater into the SVSD sanitary sewer collection and treatment system.

All wastewater discharges authorized herein shall comply with the SVSD Pretreatment Rules and Regulations and the terms and conditions of this Permit. The discharge of any pollutant not specifically named in this Permit, or the discharge of any pollutant more frequently or in excess of quantities and concentrations authorized herein, shall constitute a violation.

This Permit shall become effective on *{insert date}* and expire at midnight on *{insert date}* (Permit Term). The Permittee shall not discharge to the SVSD after expiration date or termination of this Permit. If the Permittee wishes to continue to discharge beyond the expiration date of this Permit, an application must be submitted to SVSD in accordance with the requirements of SVSD Pretreatment Rules and Regulations. To be eligible for Permit reissuance and continuation of the discharge of commercial wastewater to SVSD, applications must be received by SVSD a minimum of 30 days prior to the expiration date of this Permit.

{insert facility name} is issued a Sector Control Wastewater Discharge Permit because the facility operates what is categorized by SVSD as a *{Food or Auto} Service Establishment (FSE or ASE)*.

SOUTH VALLEY SEWER DISTRICT

BY: _____ ITS: Pretreatment Coordinator

Issued this _____ day of _____, 20__

FACILITY NAME:

PERMIT NUMBER:

PART I APPLICABLE EFFLUENT LIMITATIONS

SECTION A – EFFLUENT LIMITATIONS

1. Discharge Point(s)

During the Permit Term, the Permittee is authorized to discharge commercial wastewater to the SVSD sanitary sewer system and treatment works from Permittee’s outfall(s) listed and described below.

Description of outfall(s):

Outfall(s)	Description(s)
A	

2. Monitoring Point(s)

During the Permit Term the Permittee’s commercial wastewater will be monitored and sampled at the location(s) listed and described below.

Description of monitoring point(s):

Monitoring Point(s)	Description(s)
A	

{insert photograph of SMH}

3. Specific Limitations

During the Permit Term the discharge from **{Monitoring Point(s)}** shall not exceed the following effluent limitations.

Parameter	Daily Max (mg/l)	Permit Daily Max Limit (mg/l)
Chemical Oxygen Demand (COD)		
Total Suspended Solids (TSS)		
Total Oil & Grease		
Total Recoverable Petroleum Hydrocarbons (TRPH)		

Parameter	Permit Limit
Average Monthly Flow	Report
Combined floatable and settled material in interceptor device	Maximum allowed - 25% of total volume of device

SVSD IPP Form #13

FACILITY NAME:

PERMIT NUMBER:

4. General Prohibitions: No User shall introduce or cause to be introduced into the SVSD any pollutant or wastewater which causes Pass Through or Interference. General Prohibitions apply to all Users of the SVSD whether or not they are subject to categorical Pretreatment Standards or National, State, or local Pretreatment Standards or Requirements.
5. Specific Prohibitions. No User shall introduce or cause to be introduced into the POTW the following pollutants, substances, or wastewater:
 - a) Pollutants which create a fire or explosive hazard in the POTW, including, but not limited to, wastestreams with a closed-cup flashpoint of less than 140° F (60° C) using the test methods specified in 40 CFR § 261.21;
 - b) Pollutants which will cause corrosive structural damage to the POTW, but in no case discharges with pH lower than 5.0, or greater than 12.0;
 - c) Solid or viscous pollutants in amounts which will cause obstruction of the flow in the POTW resulting in Interference;
 - d) Any pollutant, including oxygen-demanding pollutants (BOD, TSS, etc.), released in a discharge at a flow rate and/or pollutant concentration which will cause Interference at the POTW;
 - e) Wastewater having a temperature greater than 140° F (60° C), or which will inhibit biological activity in the Treatment Works resulting in Interference, but in no case in such quantities that causes the temperature at the Treatment Works to exceed 104° F (40° C);
 - f) Petroleum oil, non-biodegradable cutting oil, or products of mineral oil origin, in amounts that will cause Interference or Pass Through;
 - g) Pollutants which result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause acute worker health and safety problems;
 - h) Storm water, surface water, groundwater, artesian well water, roof runoff, subsurface drainage, condensate, deionized water, noncontact cooling water, and unpolluted wastewater, unless specifically authorized by SVSD;
 - i) Hauled waste of any kind, including septic tank and industrial waste;

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- j) Any water or wastewater from alkaline hydrolysis or other chemical decomposition processes of human or animal tissues, remains, or bodies without prior written approval from the Treatment Facility Manager;
 - k) Medical waste, except as authorized in writing by the Treatment Facility Manager;
 - l) Bulk, expired, outdated, or concentrated prescription and non-prescription drugs;
 - m) Detergents, surface-active agents, or other substances which might cause excessive foaming in the POTW. 'Excessive foaming' means foam which overflows the sanitary sewer system and/or interferes with the operations and maintenance of the POTW;
 - n) Wastewater that contains a color that cannot be removed by the Treatment Works, such as but not limited to, dye wastes and vegetable tanning solutions;
 - o) Pollutants, substances, or wastewater prohibited by this Section shall not be processed or stored in such a manner that they could be discharged to the POTW;
 - p) Wastewater containing any radioactive wastes or isotopes except in compliance with applicable State and Federal regulations;
 - q) Hazardous Waste Pharmaceutical as defined in 40 CFR § 266.500.
6. Surcharge Fees: The Permittee is subject to surcharge fees for discharge of Chemical Oxygen Demand (COD), Total Suspended Solids (TSS), and Oil and Grease in excess of established thresholds, in accordance with SVSD Consolidated Fee Schedule. Surcharge fees are calculated using actual or estimated water usage. The Permittee shall provide a method of measuring kitchen water usage (e.g., separate inline sub-meter, sewer flow meter, landlord allocation, etc.). In the absence of a separate sub-meter, surcharge fees will be calculated using building water usage as reported by the culinary water provider.

PART II EFFLUENT MONITORING AND REPORTING

SECTION A – MONITORING REQUIREMENTS

- 1. SVSD will conduct all monitoring and sampling required by this Permit. During the Permit Term the SVSD will sample {Monitoring Point(s)} per the following schedule:

Parameter	Monitoring Point	Frequency (a)	Sample Types (b)
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	A		
	A		
	A		
Average Monthly Flow(c)	Flow Metering Device	Annually if required by Pretreatment Coordinator	Report

- a) Semiannual samples will be taken between the months of January and June, and again between July and December.
 - b) Definitions of sample types may be found in the SVSD Pretreatment Rules and Regulations.
 - c) In the absence of a kitchen-only water usage meter or sewer flow meter, culinary water usage as measured during winter months shall represent wastewater discharge flow volumes.
2. SVSD reports sample results to commercial Permittees via email to those Permittees who provide a valid email address.
 3. In the event sampling results indicate an exceedance of Permit daily maximum limits, SVSD will repeat the sampling and analysis and report to the User, in writing, the results of the second analysis within 60 days of the first exceedance.
 4. All handling and preservation of collected samples and laboratory analysis shall be performed in accordance with the requirements of 40 CFR §136, as amended, unless specified otherwise in the conditions of this Permit.

SECTION B – REPORTING REQUIREMENTS

The Permittee is responsible for complying with the following monitoring, reporting and notification requirements:

1. New or Changed Wastewater Reporting
 - a) The Permittee shall notify SVSD 60 days prior to the introduction of any new waste streams or pollutants, or any substantial increase or decrease in the flow volume (i.e., 20% or greater change in average monthly flow), or characteristics of existing waste streams discharged to {Outfall(s)}, described above, or any other outfalls of the Permittee.
2. Accidental Discharge Report
 - a) The Permittee shall notify the SVSD immediately upon the occurrence of an accidental discharge of substances prohibited by Part I, Section A, paragraphs 4 & 5 of this

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Permit. SVSD shall be notified during normal business hours by telephone at (385) 202-2777. At all other times SVSD should be notified by telephone at (385) 225-1831 or (801) 455-2919. The notification shall include location of discharge, date and time, type of waste, including concentration and volume, and corrective actions taken.

- b) Within five days following an accidental discharge the Permittee shall submit to SVSD a detailed written report. The report shall specify:
 - (1) Description of the upset, slug, or accidental discharge, and the cause. The description should include location of discharge, type, concentration and volume of waste;
 - (2) Duration of noncompliance, including exact dates and times of noncompliance, and if the noncompliance continues, the time by which return to compliance is reasonably expected to occur; and
 - (3) All steps taken to reduce, eliminate, and prevent recurrence of similar upsets, slugs, accidental discharges, and other conditions of noncompliance.

3. All reports required by this Permit shall be submitted to the SVSD at the following address:

**Pretreatment Coordinator
South Valley Sewer District
PO Box 629
Riverton, Utah 84065**

PART III SPECIAL CONDITIONS

SECTION A – FOOD SERVICE ESTABLISHMENT (FSE) BMPS

The Permittee must, at a minimum, implement and comply with the following kitchen Best Management Practices (BMPs):

- 1. Outdoor in-ground gravity grease interceptors (GGI) shall be maintained in efficient operating condition by the periodic removal of the full contents of the interceptor. GGIs shall be fully pumped out and cleaned at a frequency such that the combined floating and settled contents does not exceed 25 percent of the design hydraulic depth of the Interceptor, unless a variance is granted by SVSD.
- 2. Floating and settled contents (solids) of indoor under-sink hydromechanical grease interceptors (HGI) shall be removed (cleaned) at least once every 30 calendar days, and more often if necessary. The Permittee shall maintain, and make available to the

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- Pretreatment Coordinator upon request, a record of HGI cleaning, which includes the date of cleaning and name of individual or company who performed the cleaning.
3. Drain screens shall be installed on all drains in food preparation areas.
 4. Used cooking oil shall be prevented from entering the sewer system. Used cooking oil shall be stored in non-leaking containers, and properly disposed or recycled offsite.
 5. All bulk garbage and food waste shall be disposed directly into trash containers and prevented from entering the sewer system. It is recommended that food wastes be disposed of with regular trash in adequately cinched non-leaking plastic bags to limit vermin attraction and odors.
 6. Employee Training – Employees of the Permittee shall receive training in the following areas:
 - a. How to dry wipe/scrape dirty pots, pans, dishware, and work areas to remove food waste, fats, oil, and grease (FOG) before washing;
 - b. How to properly dispose of garbage, food waste, and solids in plastic bags and containers to prevent leaking and odors;
 - c. The location and use of absorption products to clean under fryer baskets and other locations where FOG may spill or accumulate;
 - d. How to properly contain recyclable used cooking oil in non-leaking receptacles such as barrels or drums without spilling.
 7. Training shall be documented and employee signatures retained indicating each employee's attendance and understanding of the material. Training records shall be available for review at a reasonable time by the Pretreatment Coordinator, or designee.
 8. Kitchen exhaust filters shall be maintained in good operating condition utilizing frequent cleaning practices. The wastewater generated from cleaning exhaust filters shall be disposed of in the sanitary sewer system at a point prior to any existing grease removal devices (e.g., grease interceptor, grease trap).
 9. Kitchen BMP and "No Grease" signs, posters or similar information in appropriate language(s) shall be prominently displayed in the food preparation and dishwashing areas at all times.
 10. Absorbent materials shall be placed and removed, as needed, under fryers and other areas where FOG typically or frequently drips or spills.

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11. Covered containers shall be used to transport FOG to prevent spills.
12. FOG containers and devices shall be emptied before they are full to avoid accidental or incidental spills.
13. Spill kits (e.g., absorbent materials, kitty litter) shall be available in the event of a FOG spill.

SECTION A – AUTO SERVICE ESTABLISHMENT (ASE) BMP

The Permittee must, at a minimum, implement and comply with the following Best Management Practices (BMP):

14. Good housekeeping must be practiced at all times to reduce the amount of oil, grease, dirt, debris, and other wastes entering the sewer system.
15. Containers (>5 gallons) of petroleum products, chemicals, and wastes shall be stored in labeled, covered, non-leaking containers and located in secondary containment, sufficient to contain 110% of the largest container in the containment.
16. Containers of petroleum products, chemicals, wastes and their delivery systems must be inspected daily to detect spills and leaks.
17. Sufficient spill response materials (absorbent materials, kitty litter, etc.) shall be readily available at all times. Spills of petroleum products, chemicals, and wastes shall be cleaned up as they occur.
18. Sand/oil interceptors and trench drains must be inspected monthly. Inspections and maintenance of sand/oil interceptors and car wash pits must be recorded on a maintenance logbook. Inspection and maintenance logbooks must be retained for three (3) years, and made available for review by the Pretreatment Coordinator, or designee.
19. Services to clean and pump the contents of sand/oil interceptors must consist of 100% removal of all liquid and solids. Skimming the oil layer only is not permitted.
20. Records of all waste shipments (manifests, bills of lading, etc.) must be kept on site for a minimum of three (3) years. Waste shipping records must include service and pumping of sand/oil interceptor(s).
21. Employee Training – Employees of the ASE shall be trained twice each calendar year in the following areas:
 - a. Spill prevention and response methods and techniques;

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- b. The location and proper use of spill response absorbent and other cleanup materials; and
 - c. Spill reporting and notification required under Part II, Section B, paragraphs 2.a. and b., and 3. of this Permit.
22. Employee training shall be documented with employee signatures indicating their attendance and understanding of the training material. Training records shall be retained for three (3) years, and available for review at a reasonable time by the Pretreatment Coordinator, or designee.
23. Safety Data Sheets (SDS) for products stored and used by the Permittee must be available and provided to SVSD upon request.

PART IV STANDARD CONDITIONS

SECTION A – GENERAL CONDITIONS, DEFINITIONS AND COMPLIANCE RESPONSIBILITIES

1. Severability

The provisions of this Permit are severable. If any provision of this Permit or the application of any provision of this Permit to any circumstance is held invalid, the application of such provision to other circumstances and the remainder of this Permit shall not be affected thereby.

2. Duty to Comply

The Permittee must comply with all conditions of this Permit and with SVSD Pretreatment Rules and Regulations. Failure to comply with these requirements may be grounds for enforcement.

3. Duty to Mitigate

The Permittee shall take all reasonable steps to minimize or correct any adverse impact to the environment resulting from noncompliance with this Permit, including such accelerated or additional monitoring as necessary to determine the nature and impact of the noncomplying discharge.

4. Permit Action

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This Permit may be modified, revoked, re-opened and reissued, or terminated by SVSD for good cause as defined in SVSD Pretreatment Rules and Regulations.

5. Property Rights

The issuance of this Permit does not convey any property rights of any sort, or any exclusive privileges, nor does it authorize any injury to private property or any invasion of personal rights, nor any infringement of federal, state or local laws or regulations.

6. Limitation on Permit Transfer

This Permit is issued to the Permittee for the Permittee's specific operation and is not assignable to another user or transferable to any other location. In the event of sale of Permittee's business or facilities, the Permittee should inform the purchaser of their responsibility to obtain a new Permit from SVSD.

7. Dilution

The Permittee shall not increase the use of potable or process water, or in any way, attempt to dilute a wastewater discharge as a partial or complete substitute for adequate treatment to achieve compliance with the limitations contained in this Permit.

7. Definitions of terms and phrases used in this Permit may be found in SVSD Pretreatment Rules and Regulations, which may be accessed online: <http://107.0.255.168/wp-content/uploads/2012/08/20160606-SVSD-WASTEWATER-PRETREATMENT-PROGRAM.pdf>

SECTION B – INSPECTION AND ENTRY

The Permittee shall allow SVSD and/or SVWRF personnel, upon the presentation of identification, to immediately:

1. Enter upon the Permittee's premises where Permittee's facilities or activities are located or conducted, or where records must be kept under the conditions of this Permit;
2. Have access to and copy, at operating times, any records that must be kept under the conditions of this Permit;
3. Inspect at operating times any of Permittee's facilities, equipment (including monitoring and control equipment), practices, or operations regulated or required under this Permit;
4. Sample or monitor, for the purposes of assuring Permit compliance, any substances or parameters at any location;

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5. Inspect any production, manufacturing, fabricating or storage area where pollutants regulated under this Permit could originate.

END

SLUG DISCHARGE CONTROL PLAN - REVIEW CHECKLIST

User Name: _____

Name of Reviewer: _____

Date of Review: _____

		ACCEPTABLE	
		YES	NO
1.	GENERAL INFORMATION		
	Facility Address*	_____	_____
	Facility Contact*	_____	_____
	Description of Discharge Practices*	_____	_____
	Security Provisions	_____	_____
2.	FACILITY LAYOUT/FLOW DIAGRAM		
	General Layout	_____	_____
	Manufacturing Areas	_____	_____
	Material Storage Areas	_____	_____
	Shipping & Receiving Areas	_____	_____
	Waste Disposal Areas	_____	_____
3.	CHEMICAL/WASTE INVENTORY		
	Description*	_____	_____
	Volumes*	_____	_____
	Storage Locations*	_____	_____
4.	SPILL PREVENTION & EMERGENCY RESPONSE		
	Slug/Spill Prevention & Response Procedures*	_____	_____
	Spill Mitigation Materials & Equipment*	_____	_____
	Employee Training*	_____	_____
5.	OPERATIONS & MAINTENANCE PROCEDURES		
	Written Operations and Maintenance Procedures	_____	_____
6.	SLUG/SPILL REPORTING		
	Procedures for notifying SVSD*	_____	_____

* required items

Slug Discharge Control Plan approved: Yes _____ No _____

Date User was notified in writing of results of the review: _____

SLUG/SPILL POTENTIAL SURVEY

DATE ___/___/___

Industrial User: _____

Address: _____

Industry Contact: _____ Title: _____

Work Telephone: _____ Emergency Telephone: _____

1. Does your facility have a spill/slugin control plan? If so, attach a copy and only fill out the information not found in the attached plan.

2. Workdays:

MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY SUNDAY

3. Shifts, number per workday	1. _____	2. _____	3. _____
Employees per shift	_____	_____	_____
Start time	_____	_____	_____
Quitting time	_____	_____	_____

If information varies between workdays, please explain: _____

4. Give a brief description of operations at this facility: _____

5. Identify all categorical Pretreatment Standards applicable to this facility: _____

6. Describe the processes that result in wastewater discharge: _____

SOUTH VALLEY SEWER DISTRICT

7. Is the wastewater discharge:

CONTINUOUS? _____ BATCH? _____

Frequency of Batch per Period, (e.g. 1/week): _____

Volume per Batch: _____

List Constituents discharge volumes:

CONSTITUENTS	VOLUMES
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

8. Describe any previous spill events at this facility and corrective actions taken to prevent future spills: _____

9. Describe procedures to be followed in response to a spill: _____

10. Describe any spill prevention and response training provided to employees: _____

11. Bulk materials stored on site:

MATERIAL	QUANTITY	CONSTITUENTS
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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12. Are floor drains located in material storage areas? Yes _____ No _____

13. Describe secondary containment provided in storage and transportation areas: _____

14. Attach drawing showing the facility and process flow diagrams.

{For SVSD use only: Does this industry need a slug/spill plan? _____}

SVSD IPP Form #16

South Valley Sewer District

ENFORCEMENT INCIDENCE FORM

User Name: _____

Address: _____

Description of Violation: _____

Type of Enforcement	Date	User Response	Date	Adequate Response (Yes/No)

SVSD IPP Form #17

South Valley Sewer District
Enforcement Response Annual Summary

User Name: _____ Year: _____

Violation	Enforcement Action	Date of Resolution	SNC, if yes publication date