



# City of St. Joseph, MO, Water Protection Division

## Application for Conditionally Acceptable Wastewater Discharge



**Section I.**

**Authorization is Hereby Requested For:** (choose one)

  


Discharge to the Water Protection Facility\*

Discharge to the Sanitary or Combined Sewer Onsite\*\*

\* The City cannot accept any transported wastes identified as hazardous in Federal Regulations 40 CFR 261 (RCRA)

\*\* No discharges are allowed to a separate storm sewer, surface water feature, or conduit leading to surface waters.

**Section II. Responsible Parties**

**Wastewater Source**

<b>Site Name</b>			
<b>Street Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
<b>Owner</b>	<b>Contact Person</b>		
<b>Mailing Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
<b>Contact Telephone</b>	<b>Contact Email</b>		

**Site Contractor**

<b>Name</b>			
<b>Street Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
<b>Contact Person</b>	<b>Title</b>		
<b>Mailing Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
<b>Telephone</b>	<b>email</b>		

**Transporter**

<b>Name</b>	<b>HW Permit Number</b>
<b>Contact Person</b>	<b>Title</b>
<b>Telephone</b>	<b>email</b>

**Section III. Materials To Be Discharged** (Fully Describe the wastewater and nature of the activities that generated the wastewater)

Is the wastewater from a process subject to Federal Categorical Pretreatment Standards?  YES  NO

If "YES" to the above, identify the Categorical Standard. **40 CFR** **Subpart**

Volume to be discharged to the sewer or hauled to the Water Protection Facility gallons

Proposed rate and frequency of discharge (monthly, daily, one time?)



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*If wastewater is from an underground storage tank, a related excavation, petroleum contamination, or groundwater/surface water from a site remediation project please complete A. & B. below.*

A. Identify the substances which were in the tanks or to which contamination is attributed.

B. How long has the tank or site been out of service?

Describe any treatment to be provided prior to discharge.

Describe proposed point of entry to sewer (if on-site)

Have copies of all applicable Safety Data Sheets (SDS) been attached to this application?  YES  NO

**Section IV. Sample Analysis Information**

This application will not be considered complete and discharge authorization will not be granted unless the wastewater to be discharge has been analyzed for the parameters specified in the application instructions for the type of wastewater to be discharged. Analytical results for additional parameters may be required by Water Protection on a case-by-case basis. Water Protection reserves the right to collect samples of the wastewater to be discharged both before and during discharge.

**All sampling and analyses shall be performed in accordance with Federal Regulations 40 CFR Part 136**

Have analytical results required by this application's instructions been attached?  YES  NO

**Section V. Fees**

For Conditionally Acceptable Wastewaters discharged on-site, the generator may be billed flow and pollutant surcharge fees as per St. Joseph City Code § 29-237 based on volumes reported to Water Protection and the results of analyses either conducted by the Water Protection Laboratory or by the applicant. For hauled wastewaters, the wastewater hauler will be billed flow charges as per St. Joseph City Code § 29-237 and the most current effective Revenue Requirements and Cost of Service Rates Report. For hauled wastewaters, either the generator or hauler may be billed pollutant surcharge fees as per St. Joseph City Code § 29-237 based on the discharged volumes reported to Water Protection and the results of analyses either conducted by the Water Protection Laboratory or by the applicant.

I understand the fees that may be associated with this discharge.  YES

**Section VI. Certification** - This application must be signed by the owner of the site generating the wastewater or by a an authorized representative of the owner. See instructions for details.

I hereby certify to the best of my knowledge and belief that the information in this application is true, complete, and accurate and I understand that knowingly submitting false information or failing to fully disclose information requested on this application may result in Municipal, State, and Federal criminal prosecution. If granted approval to discharge, I agree to abide by the City Ordinances and all applicable Federal, State, and Local regulations. I agree to pay any applicable disposal costs for the volume and/or strength of the wastewater discharged. Furthermore, I certify that this wastewater is not classified as hazardous waste nor does it possess hazardous characteristics as defined in Federal Regulations 40 CFR 261 (RCRA).

<b>Applicant Printed Name</b>	<b>Date</b>	<b>Applicant Title</b>

**Applicant Signature**



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Please read these instructions in their entirety prior to completing the Application for Conditionally Acceptable Wastewater Discharge. Incomplete or improperly completed applications or failure to submit required support documentation, such as analytical results or SDSs, may cause delays in application approval.

**Section I - Type of Discharge Authorization Request**

The applicant must indicate whether the wastewater for discharge will be hauled into the Water Protection Facility by a permitted Waste Hauler or if the wastewater will be discharged into the sewer system at the point of origin. Discharge to the sewer system at the point of origin may require a site visit by Water Protection personnel to verify that the proposed location is acceptable.

**Section II. Responsible Parties**

**Wastewater Source** - If the location where the wastewater was generated is a business or other named location, indicate the name here. If it is a residence, this field may be left blank and the street address will be used to identify the location. If the designated contact is different from the owner, the name, telephone, and email address of that person must be provided. If the mailing address is the same as the street address either re-enter the information or indicate "same as street address".

**Site Contractor** - If the wastewater has been generated because of the work of a contractor, such as an underground storage tank remediation or other clean up projects, all information for the contractor must be completed in addition to the owner information from the previous section. Write "not-applicable" if there is no site contractor.

**Transporter** - If the wastewater is to be hauled in to the Water Protection Facility, all the information for transporter must be completed. The application will not be approved until a permitted transporter has been selected. Once approved, if the applicant chooses to switch to a different licensed transporter, that change must be reported to Water Protection.

**Section III. Materials To Be Discharged**

Provide a detailed description of what type of wastewater is proposed to be discharged, what the source of the wastewater is, and what activities generated the wastewater. Provide as much detail as is necessary for the reviewer to fully understand the characterization of the wastewater. Provide additional sheets if more space is needed. Not providing enough information or providing vague or unclear information may cause delays in processing as follow-up will be required.

Indicate whether or not the wastewater was generated from an industrial process that is regulated by Federal Categorical Standards. These standards are listed in Federal Regulations 40 CFR 404 through 471 and may be viewed at [www.ecfr.gov](http://www.ecfr.gov). You may also call Water Protection to help determine if Categorical Standards apply. If they do apply you must indicate which Part and Subpart apply to the wastewater generating process.

Indicate the volume to be discharged in gallons. If the exact volume is not known you may provide an estimate; however, the estimation must be reasonably close to the actual volume.

Indicate how often you propose to discharge this type of wastewater. If discharge of this type of wastewater is to occur more than once include an estimation (i.e. weekly, monthly, semi-annually) of the frequency. Approval of any frequency more than one time will be contingent on future discharges having the same characteristics and having been generated from the same process as what was initially approved. Any changes in wastewater characteristics, constituents, or generation processes or location will cause the initial approval to become void and a new application will need to be submitted.

***Wastewater related to Underground Storage Tanks, Petroleum Contamination, or other Site Remediation's***

**A.** Specifically identify the type of petroleum product from the site (i.e. leaded gasoline, diesel, etc...) If the contaminant is something other than petroleum products, the applicant must provide the proper chemical name of all contaminants suspected to be on-site.

**B.** If the water originates from tank related work indicate, in years, how long the tank has been out of service.

Treatment includes, but is not limited to, pH adjustment, filtration, dilution, flocculation, precipitation, or any other physical, biochemical, or chemical alteration done to make the wastewater more suitable for handling, transport, or disposal.

If wastewater is to be discharged on-site, provide a detailed description of the point of entry to the sewer and how the wastewater is to be conveyed to that location. Attach additional sheets, photographs, site diagrams, etc... if needed.

Applicants must submit Safety Data Sheets (SDS) for all chemical products that are known or suspected to be in the wastewater to be discharged. If SDSs are not available and the characterization of the wastewater is not fully known, additional analytical testing may be required prior to approval.



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**Section IV. Sample Analysis Information.**

Different sets of analyses may be required depending on the type and source of wastewater proposed for discharge. If the applicant chooses not to consult with Water Protection prior to sampling, the default set of required analysis for wastewaters not associated with petroleum storage tanks or site remediation corresponds to the Specific Prohibitive Discharge Standards in St. Joseph City Code § 157 in addition to closed cup flash point as listed below. For wastewaters associated with petroleum storage tanks or petroleum related site clean-up or remediation activities, the default required analyses are also listed below. For wastewaters associated with any other type of site clean-up or remediation the applicant must contact Water Protection in advance to determine what analyses must be conducted. Water Protection will consider reduced or alternate analytical requirements on a case-by-case basis; however, the applicant must contact Water Protection in advance for a determination. If no request is made for alternate or reduced analyses the applicant must submit results for all parameters applicable to the type of wastewater proposed for discharge.

***Default Analyses for Wastewater Not Associated With Petroleum Storage Tanks or Site Remediation***

Arsenic, Cadmium, Chromium, Copper, Cyanide, Mercury, Molybdenum, Lead, Nickel, Selenium, Silver, Sulfide, Zinc, pH, Closed Cup Flash Point, Biochemical Oxygen Demand, Total Suspended Solids, Ammonia (as N), and Oil & Grease

***Default Analyses for Wastewater Associated With Petroleum Tanks or Petroleum Related Site Clean-Up or Remediation***

pH, Closed Cup Flash Point, Benzene, Lead, Oil & Grease, Total Petroleum Hydrocarbons, and Methyl Tertiary Butyl Ether

**Section V. Fees**

The applicant must read and understand the fees that may be charged for wastewaters discharged to the Water Protection Facility. If pollutant surcharge fees are to be charged on any discharge or if flow surcharge fees are to be charged for wastewaters discharged on-site, the applicant will be made aware, in writing, that the fees are to be charged at the time of approval. By checking the box stating that you understand the fees that may be associated with this discharge and by signing the application, the applicant is agreeing to pay the applicable flow and pollutant surcharge fees.

**Section VI. Certification**

The application must be signed by the property owner for wastewater generated from single family residences. For all other locations, the application must be signed by an "Authorized Representative" as defined by St. Joseph City Code § 29-131(4). If an authorized representative wishes to designate a site contractor as an official signatory, that designation must be made in writing and present to Water Protection upon request.

**Submission and Processing**

Application forms and all associated documentation and analytical results may be submitted by mail or in person to Water Protection at 3500 State Route 759, St. Joseph, MO 64504-1014. Electronic submissions cannot be accepted at this time. There is no application fee required. Applicants must expect a minimum of five (5) business days processing time upon submission of a complete application before an approval decision will be made. Processing time may take longer depending on the specifics of the proposed discharge. Water Protection personnel will make a completeness determination upon receipt of an application and will notify the applicant if further information is required.

**Questions and Assistance**

Applicants with questions about the approval and discharge process or those who require assistance may call Water Protection at (816) 271-4693 or come, in person, to the Water Protection Administration Building at 3500 State Route 759, St. Joseph, MO 64504-1014. If coming in person, it is best to call ahead to ensure that a knowledgeable staff member will be available.