



WASTEWATER DISCHARGE PERMIT APPLICATION UTILITY PIPING SYSTEMS PROGRAM

This application is required for the proposed discharge of industrial wastewater to the City of Austin’s (City) sanitary sewer collection system generated from the draining, chemical cleaning, passivation, conditioning, and/or descaling of existing piping or new process piping from systems such as: chilled water loops, chillers and condensers, cooling towers, boilers, etc. All sections of this application must be completed before it will be accepted by the City and a permit is issued. Unauthorized revisions to or modifications of this form may invalidate the application.

For assistance, please call the Special Services Division (SSD), Monday-Friday between 8:00 AM and 3:30 PM at (512) 972-1060. This application is available on the Austin Water (AW) Website at: <http://austintexas.gov/department/pretreatment-forms-applications-and-reports>

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Submit completed application to: Austin Water
Special Services Division
3907 S Industrial Dr Ste 100
Austin, TX 78744-1070



WASTEWATER DISCHARGE PERMIT APPLICATION

A. Identifying Information

Permittee Information			
Name (legal name of company or entity)		Contact Name	Contact Title
Contact E-mail Address		Contact Telephone No. () - ext.	
Company or Entity Mailing Address		24-Hour Emergency Phone Number () - ext.	
City	State	Zip Code	Fax Number (if available) () -
City of Austin Utility Account Number (if applicable)		Federal Tax Identification No. (TIN) or Federal Employer Identification No. (FEIN)	
Billing Address (if different than mailing address above)		City, State	Zip Code
Billing E-mail Address (if different from e-mail address above)			

Identify an **authorized representative** and, if applicable, a **duly authorized representative** as the designated signatory authority for the water treatment company.

The **authorized representative** must be:

1. If the water treatment company submitting the reports required by the permit is a corporation, the authorized representative must be:
 - a. A president, secretary, treasurer, or 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 operation facilities, provided, the manager is authorized to make management decisions which govern the operations of the water treatment company 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 laws and regulations; can ensure that the necessary systems are established or action taken to gather complete and accurate information for permit requirements; and where the authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
2. A general partner or proprietor, if the industrial user submitting reports required by this permit is a partnership or sole proprietorship, respectively.
3. By the director or highest official appointed or designated to oversee the operations of the company, if the industrial user submitting reports required by this permit is a federal, state, or local government entity or other institutional organization (e.g., churches, schools, non-profit agencies...etc.).

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The **duly authorized representative** must be a person specified by the authorized representative identified below if the specified person holds a position with responsibility for the overall operation of the chemical and/or water treatment company (this may be the operations manager for the company or other similar positions of equivalent responsibility).

Authorized Representative for Permittee		
Printed Name		Signature
Title		Telephone No. () - ext.
Mailing Address		24-Hour Emergency Phone Number () - ext.
City, State	Zip Code	Email Address

Duly Authorized Representative for Permittee		
Printed Name		Signature
Title		Telephone No. () - ext.
Mailing Address		24-Hour Emergency Phone Number () - ext.
City, State	Zip Code	Email Address

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B. Operations & Chemical Use Overview

Describe the typical methods of operation used for draining, chemical cleaning, passivation, conditioning, and/or descaling of utility piping. Address the following and attach additional sheets as necessary:

- The chemical(s) used (name of chemical(s), use, and quantity);
- Types of waste that will be generated; and
- Measures planned to ensure that all applicable City of Austin effluent limitations are met.

NOTE: If a company document, such as a Standard Operating Procedure, already exists which meets these requirements, the document may be submitted as a Supporting Exhibit in lieu of completing the information below.

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C. Non-Discharged Wastes

In the event that analytical results for any project indicate non-compliance with City of Austin effluent limitations, describe the planned procedures for the following and attach additional sheets as necessary:

- Storage of wastewater that has been drained from piping, but not discharged.
- Treatment to meet effluent limitations before discharge.
- Disposal of wastewater generated if treatment is not used.

NOTE: If a company document, such as a Standard Operating Procedure, already exists which meets these requirements, the document may be submitted as a Supporting Exhibit in lieu of completing the information below.

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D. Spill Response and Accidental Discharge Procedures

Describe the procedures for spill responses and accidental pollutant discharges during projects. Address the following and attach additional sheets as necessary:

- All spill containment and other devices used to protect the sanitary sewer, potable water system, and the watershed from harmful exposures, spills, and accidental discharges of pollutants;
- Process for immediate notification of internal parties (building/facilities manager or operator, internal spill response team) in the event of a spill or accidental discharge;
- Process for immediate notification of external parties (Special Services Division, Watershed Protection, Fire Department, etc.) in the event of a spill or accidental discharge. Please include names and telephone numbers.
- Procedure for follow-up written notification to the Special Services Division within five days.

NOTE: If a company document, such as a Standard Operating Procedure, already exists which meets these requirements, the document may be submitted as a Supporting Exhibit in lieu of completing the information below.

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E. Safety Data Sheets

Safety Data Sheets (SDSs): A SDS must be submitted with this application for each chemical planned for use by the permittee during utility piping systems cleaning, conditioning, descaling and/or passivation operations.

F. Compliance Certification

Certification Statement:

The Authorized Representative, as identified in Section A, must sign to acknowledge this 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 fine and imprisonment for knowing violations.

Printed Name

Title

Signature

Date