

IU Name
Street
City,State,ZIP

Attention: IU Contact Name

Subject: Industrial User Discharge Permit Requirements for Facilities Subject to Federal Pretreatment Standards

Industrial Users subject to Federal Pretreatment Standards and planning to locate in the Metropolitan Sewerage System service area must apply for and obtain an Industrial User Discharge Permit, authorizing and regulating process discharges, prior to initiating process discharges to the sewer. Process discharges include all discharges to sewer other than sanitary, cafeteria, and HVAC system wastewater. A move to a new location constitutes construction of a New Source, as defined in 40 CFR Part 403.3 (k). Per 40 CFR Part 403.6 (b), "New Sources shall install and have in operating condition, and shall 'start up' all pollution control equipment required to meet applicable Pretreatment Standards before beginning to discharge". Additionally, prior to initiating discharge Industrial Users are required to provide a sample point where representative samples of regulated industrial discharges can be collected.

The following requirements apply to firms desiring to discharge industrial wastes to the sewer:

- (1) In order to process a permit for the new facility, the following documents constituting a permit application submittal must be received in this office **no less than ninety (90) days prior to proposed date of discharge:**
 - (A) A complete and accurate Industrial User Discharge Permit Application for Significant Industrial Users
 - (B) A complete and accurate Baseline Monitoring Report
 - (C) A complete and accurate Toxic Organic Chemical Management Plan
- (2) In order to ensure that the sample point provided by your firm will enable collection of representative samples, exclusive of non-industrial and dilute wastestreams, defined in 40 CFR 403.6 (e)(1) (I), IWCP requires that plans for all plumbing tenant improvements and process plumbing plans be submitted for review and approval prior to construction. Please contact the Program at (858) 654-4100 to schedule a Plan Check appointment with your area inspector.
- (3) In order to ensure that your firm satisfies the pretreatment requirements set forth in 40 CFR Part 403.6(b), and to gather additional data in support of your permit application, IWCP requires that:

- (A) a representative of your firm knowledgeable in the processes to be performed attend a pretreatment conference in the Program offices at 9192 Topaz Way, San Diego, CA **no less than ninety (90) days prior to initiation of the proposed discharge**; please contact the Program at (858) 654-4100 to schedule the conference with your area inspector and the SIU Permits Supervisor.
- (B) a site inspection be performed by your area inspector prior to permit issuance. Upon receipt of all submittals required in (1) above, your area inspector will schedule a site inspection with the Inspection Contact designated in your permit application.

Firms that generate regulated wastewater, all of which is disposed of in some manner other than discharge to sewer, do not require an Industrial User Discharge Permit. They must, however, complete an Industrial User Discharge Permit Application to document their wastewater generating processes and their zero discharge status. Additionally, these industries must certify annually that they have not discharged unauthorized process wastewater to sewer during the previous year; forms with the required certification statement will be provided during an annual inspection which will be performed by the Program to confirm continuing zero discharge status.

There are no fees associated with the items and services required by items 1-3. Failure to obtain an Industrial User Discharge Permit prior to initiation of discharge is a violation of the City of San Diego Municipal Code; administrative fees and civil and criminal penalties are authorized.

Sincerely,

BARBARA SHARATZ
Program Manager

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