

SANITARY DISTRICT OF DECATUR, ILLINOIS

501 DIPPER LANE * DECATUR * ILLINOIS * 62522

INSTRUCTIONS FOR INDUSTRIAL DISCHARGE PERMIT APPLICATION

- A. Complete the entire application, including supplement forms for each individual process, listing each discharge connection and process that causes wastewater to enter the sanitary sewer from your industrial site. Make sure the application is completely filled out, and is signed by a properly authorized representative as defined in Ordinance 94-01.
- B. Attach an explanation for any spaces left blank.
- C. The application should include accurate accounts of maximum and average flow rates for all discharge flows. Any monthly or seasonal flow variations, if any, should be noted. All flows should be measured, where feasible.
- D. Complete a supplemental information form for each unique process that comprises your business. Include all processes, and indicate whether or not there is a discharge to the sanitary sewers from each process. (Dry processes are important for category determinations)
- E. Submit a laboratory analysis of typical wastewater discharges from your facility including, but not limited to, those parameters set forth in Part 300, Section 300.110 of Ordinance 94-01 as amended.
- F. Submit a site plan(s) of your facility locating:
 - 1. Major processes and wastewater sources,
 - 2. Liquid storage site(s) (for chemicals, oils, fuel, etc.),
 - 3. Sanitary sewers and drains (include pipe sizes),
 - 4. Proposed or existing sampling location(s) (show manholes),
 - 5. Paved surfaces (show driveways),
 - 6. Location of tap(s) to sanitary sewer,
 - 7. Storm sewers and drains (include pipe sizes).The site plan may consist of separate pages and blueprints where necessary.
- G. Submit copies of any applications submitted to Illinois Environmental Protection Agency, Department of Water Pollution Control, and a complete list of all environmental permits held by your company. Include expiration dates for all permits.
- H. Submit two (2) copies of all application materials.
- I. Industrial users that meet the criteria defined in Sanitary District of Decatur Ordinance 94-01 Section 300.135 shall submit an approved spill prevention plan.
- J. All categorical industries will be required to submit a Baseline Monitoring Report (BMR), according to 40 CFR 403.12, after production begins.
- K. If there is confidential material in the application, please mark it as confidential. Identified confidential materials will be treated as such in accordance with Section 400.140 of Sanitary District of Decatur Ordinance 94-01.
- L. All requirements are governed by Ordinance 94-01 and by the Sanitary District of Decatur Industrial Pretreatment Program as approved by the United States Environmental Protection Agency.