



Form B - Application for an Operating Permit for Domestic or Municipal Wastewater (100,000 gallons per day or less) Instructions for Form 780-1512

Facilities over 100,000 gallons per day of domestic waste water must use FORM B2. Facilities that receive wastes other than domestic must fill out FORM A and other forms as appropriate.

1 Check which parameter applies. Do not check more than one item. Operating permit refers to a permit issued by the Department of Natural Resources' Water Protection Program.

1.1 Fees Information: New domestic wastewater treatment facilities must submit the annual fee with the original application.

Domestic Operating Permit Fees - Annual operating permit fees are based on flow and are due each year on the anniversary date of the permit.

Annual Fee	Design Flow	Annual Fee	Design Flow	Annual Fee	Design Flow
\$100	<5,000 gpd	\$375	10,000-10,999 gpd	\$650	16,000-16,999 gpd
\$150	5,000-5,999 gpd	\$400	11,000-11,999 gpd	\$800	17,000-19,999 gpd
\$175	6,000-6,999 gpd	\$450	12,000-12,999 gpd	\$1,000	20,000-22,999 gpd
\$200	7,000-7,999 gpd	\$500	13,000-13,999 gpd	\$2,000	23,000-24,999 gpd
\$225	8,000-8,999 gpd	\$550	14,000-14,999 gpd	\$2,500	25,000-29,999 gpd
\$250	9,000-9,999 gpd	\$600	15,000-15,999 gpd	\$3,000	30,000 gpd -1 mgd

If the application is for a site-specific permit re-issuance, send no fees. You will be invoiced separately by the department on the anniversary date of the original permit. Permit fees must be current for the department to reissue the operating permit. Late fees of 2 percent per month are charged and added to outstanding annual fees.

Public Sewer System Operating Permit Fees - (city, public sewer district, public water district, or other publicly owned treatment works). Annual fee is based on number of service connections. The table of fees is in 10 CSR 20-6.011 and is available at www.sos.mo.gov/adrules/csr/current/10csr/10c20-6a.pdf. New public sewer system facilities should not submit any fee as the department will invoice the permittee.

Operating Permit Modifications, including transfers, are subject to the following fees:

- Municipals - \$200 each.
- All others – 25 percent of annual fee.

Note: Facility name or address changes where owner, operator and continuing authority remain the same are not considered transfers.

Incomplete permit applications will be returned by the department if they are not completed in the time frame established by the department in a comment letter to the owner. Permit fees for returned applications shall be forfeited. Permit fees for applications withdrawn by the applicant shall be forfeited.

- 1.2 Self-explanatory. See 7.1.
2. If the facility has multiple outfalls, designate the outfall number and total number and use a separate form for each outfall. Name of facility – The name by which this facility is locally known. Example: Southwest Sewage Treatment Plant, Country Club Mobile Home Park, etc. Give the street address or location of the facility. If the facility lacks a street name or route number, give the names of the closest intersection, highway, county road, etc.
 - 2.1 Point of discharge should be given in terms of the legal description of the wastewater treatment plant. Sufficient information should be submitted so it may be located by department staff.
 - 2.2 Global Positioning System, or GPS, is a satellite-based navigation system. The department prefers a GPS receiver is used at the outfall pipe and the displayed coordinates submitted. If access to a GPS receiver is not available, use a mapping system to approximate the coordinates; the department's mapping system is available at www.dnr.mo.gov/internetmapviewer/.
 - 2.3 Receiving streams - Include the name of the stream or streams to which the discharge is directed and any subsequent tributary until a continuous flowing stream is reached.
3. Owner - Include the legal name and address of the owner.
 - 3.1 Prior to submitting a permit to public notice, the Department of Natural Resources shall provide the permit applicant 10 days to review the draft permit for nonsubstantive drafting errors. In the interest of expediting permit issuance, permit applicants may waive the opportunity to review draft permits prior to public notice. Check yes to review the draft permit prior to public notice. Check no to waive the process and expedite the permit.
4. Continuing authority – Include the permanent organization that will serve as the continuing authority for the operation, maintenance and modernization of the facility. The regulatory requirement regarding continuing authority is available at www.sos.mo.gov/adrules/csr/current/10csr/10c20-6a.pdf or contact the department.
5. Operator - Provide the name, certificate number and telephone number with area code of the operator of the facility.
6. Provide the name, title and work telephone number with area code of a person thoroughly familiar with the operation of the facility and the facts reported in this application, and who can be contacted by the department, if necessary.
7. Description of facility – Provide a detailed description of the facility by completing the following subsections of Item 7.
 - 7.1 Provide a brief description of the wastewater treatment facilities. Attach a 1"=2,000' scale U.S. Geological Survey topographic map showing location of all outfalls. This type of map is available on the Web at www.dnr.mo.gov/internetmapviewer/ or from the Department of Natural Resources' Division of Geology and Land Survey in Rolla, 573-368-2125.
 - 7.2 - 7.3 Self-explanatory.

- 7.4 Indicate the total number of people presently served by the wastewater treatment facility. If this is a commercial establishment, indicate the number of employees and the number of guests or patrons served by the wastewater treatment facility on a daily basis.
- 7.5 Indicate if the facility accepts leachate from landfills.
8. Additional facility information - Provide other helpful information about the facility by completing the following subsections of Item 8.
 - 8.1 For Standard Industrial Codes visit www.osha.gov/pls/imis/sicsearch.html or contact the Department of Natural Resources' Water Protection Program. For example, a family style restaurant has a Facility SIC code of 5812.
 - 8.2 List the original construction date of the facility along with any modification dates, including the type of modification that occurred.
 - 8.3 For each category, list the number of connections connected to the facility. Attach a list of industrial discharges to the system. For each industry, provide the name of facility, address, flow, type of industry/SIC code/ NAICS code and a list of the pollutants discharged by that industry into the collection system.
 - 8.4 Self-explanatory.
 - 8.5 Include overflows of combined sewers and lift stations or bypassing of the wastewater treatment facility. Provide a detailed description of the circumstances that cause sewage bypassing to occur and the frequency of occurrence.
 - 8.6 If Inflow and Infiltration is a problem at the facility, list possible actions to be taken to repair the collection and treatment facility.
9. Discharge Information - Provide information about the effluent discharged from the facility by completing the following subsections of Item 9.
 - 9.1-9.7 Self-explanatory.
10. List all permit violations, including exceedances in effluent limitations, letters of warnings, notices of violations, enforcement actions and any other compliance issues in the past five years.
11. Sludge handling, use and disposal - Provide information about sludge by completing the following subsections of Item 11.
 - 11.1 A copy of 10 CSR 25 is available online at www.sos.mo.gov/adrules/csr/current/10csr/10csr.asp#10-25 or at the Department of Natural Resources' regional offices.
 - 11.2 Self-explanatory.
 - 11.3 Refer to University of Missouri Extension Environmental Quality publications about biosolids - Publication WQ420-426. Available online at extension.missouri.edu/explore/envqual/. The federal sludge regulations are available through the U.S. Government Printing Office at www.gpoaccess.gov/cfr/index.html.

12. Provide the name and address of the first downstream landowner, different from that of the permitted facility, through whose property the discharge will flow. For discharges that leave the permitted facility and flow under a road or highway, or along the right-of-way, the downstream property owner is the landowner the discharge flows to after leaving the right-of-way.

13. Certification

Signature - All applications must be signed as follows and the signatures must be original:

- a. For a corporation, by an officer having responsibility for the overall operation of the regulated facility or activity or for environmental matters.
- b. For a partnership or sole proprietorship, by a general partner or the proprietor.
- c. For a municipal, state, federal or other public facility, by either a principal executive officer or by an individual having overall responsibility for environmental matters at the facility.

This completed form, along with the applicable permit fees, should be submitted to the Department of Natural Resources, Water Protection Program, P.O. Box 176, Jefferson City, MO 65102-0176. Submittal of an incomplete application may result in the application being returned. Maps of regional offices with addresses and phone numbers are available online at www.dnr.mo.gov/regions/ro-map.pdf. If there are questions concerning this form, contact your local department regional office or the Department of Natural Resources, Water Protection Program, NPDES Operating Permits Section at 573-751-6825.

For More Information

Missouri Department of Natural Resources
Water Protection Program
P.O. Box 176
Jefferson City, MO 65102-0176
800-361-4827 or 573-751-1300
www.dnr.mo.gov/env/wpp/index.html