

3.2.1 Overview of the Permit/Site Specific Permits/ Owner, Continuing Authority, and Facility Information

Applicability:

The owner, continuing authority, and facility information requirements are applicable to all site-specific permits. The information must be provided on Applications for Construction and Operating Permits, Forms A, B (new) and F, and Request for Termination of a State Operating Permit, Form J. The same or similar information is required on all permit application or termination forms.

Content:

Clean Water Commission Rule, 10 CSR 20-6.010(2)(A), requires that applications for permits are to be on forms provided by the department. The permit application and termination forms applicable to facilities with site-specific permits require owner, continuing authority and facility information. A form is considered incomplete for the purpose of review without this information.

The facility name and physical address are required. While the initial naming of facility is not crucial, it should reflect how the facility is known locally, for example, West Sewage Treatment Plant, Smith Manufacturing or Country Acres Mobile Home Park. Thereafter, the facility name should be consistent from application to application. The physical address of the facility is the street address or location of the facility. If the facility lacks a street name or route number, the applicant is to find the names of the closest intersection, highway, county road, etc. This is the address that is used by someone traveling to the facility for a site visit or an inspection. Note that the permit application forms related to facilities with site-specific permits require a legal description be provided for the facility's plant site and outfalls (see 3.2.2 Legal Description).

The owner is the "person", as defined in the Clean Water Law at Section 644.016(14) and in the regulations at 10 CSR 20-2.010(52), who has lawful title to the land, structures and equipment.

The owner's name, mailing address and telephone number are required. Address of the owner is the location where such a person or organization receives mail; this address may be different than the physical address of the facility.

Section 4.6.3 of the Permit Manual and 10 CSR 20-6.010(3) contain descriptions of the valid continuing authorities for purposes of construction and operating permits. The continuing authority is the permanent organization responsible for operation, maintenance and modernization of the facility described in the permit. Generally, the owner and the continuing authority of a facility are the same, but this is not a requirement. There can be an owner and a separate continuing authority.

The address and telephone number of the continuing authority is where such a person or organization receives mail or can be reached by telephone. The continuing authority address is where correspondence from the department will be sent; this address also may be different than the physical address of the facility. If the owner of a facility and the continuing authority are not the same, information about both needs to be specified in the permit application and on the permit.

Evaluate the continuing authority and owner on new or original construction or operating permit applications for validity. For permit renewals, verify that the owner and continuing authority are the same as on the previous permit. Verify changes for validity.

- All corporate entities are to be checked at the Secretary of State's web site for standing information and to verify that the name is correct. See Other Links below.

- The county plat maps can be reviewed or the county assessors or recorder of deeds can be contacted to verify property ownership.

Wastewater treatment facilities owned by the a publicly-owned treatment works (e.g. a municipality) are to be noted on the front cover of the draft operating permit as a “POTW” in the facility description portion of the permit. If the applicant is a non-POTW and the waste is domestic, the draft operating permit would contain, “Domestic Wastewater Treatment.” Specific facility descriptions for industrial and commercial sites are required.

Legal References:

Missouri Clean Water Law, Chapter 644

[644.016\(14\)](#) Definitions - Person

Code of State Regulations

[10 CSR 20-2.010\(52\)](#) Definitions - Person

[10 CSR 20-6.010\(2\)\(A\)](#) Construction and Operating Permits - Permit Applications - Forms, Required Map and Fees

[10 CSR 20-6.010\(3\)](#) Construction and Operating Permits - Continuing Authority

[10 CSR 20-6.010\(4\)](#) Construction and Operating Permits - Construction Permits

[10 CSR 20-6.010\(5\)](#) Construction and Operating Permits - Operating Permits

Other Links:

[3.2.2 Legal Description](#)

[4.6.3 Continuing Authorities](#)

[Secretary of State's Office](#) - Search for a Business Entity

Key Words:

Continuing Authority, Owner, Facility, name, address, contact information

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