

4.7.4.2.3 Application and Review Process/Review of the Permit Application/Technical Review/Application for Permit Modification at Existing Facility/Municipal Wastewater Permits

Applicability:

This section outlines the standard procedures for review of an application for modification of a Missouri State Operating Permit for a municipal wastewater treatment facility.

Content:

In general, the procedures discussed in the following paragraphs refer to all municipal facilities. Some specific information is provided that relates to different design flows of facilities.

Complete Applications and Attachments

For the modification of the operating permit for municipal treatment facilities, the applicant should submit the appropriate completed application forms:

- Form B – Application for Operating Permits for facilities $\leq 100,000$ gallons per day
- Form B2 – Application for Operating Permits for facilities $> 100,000$ gallons per day
- Form I – Irrigation Systems (if applicable)
- Application for Transfer of Operating Permit

Electronic copies of the forms are available on the DNR Web Page under the Forms and Permits item in the top banner. The forms are available through the Water Pollution Control category.

The completed application form(s) should be accompanied by a variety of attachments such as maps, a water quality study, water use data, facility design summary, a flowchart of treatment processes by outfall and a facility drawing or sketch. The applicant may choose to attach materials to the application in responding to other items. The regulations and the permit application forms indicate required attachments.

The appropriate modification fee should also be included with the application for modification of a permit; see 10 CSR 20-6.010(2)(A), 10 CSR 20-6.011(2)(A) and item 1 of the Instructions for Permit Application Form A, Form B, Form B2 and the Application for Transfer of Ownership.

Facility name and address changes where owner, operator and continuing authority remain the same are not considered modifications and no fees are required.

The permit modification will maintain the permit number and expiration date of the existing Operating Permit.

Application Review and Permit Drafting

An application completeness check should be performed to determine whether necessary forms, attachments, fees and certifications have been submitted. Note that annual operating permit fees must be current before any permit action can proceed. If fees are current, further review steps follow. If fees are not current, the applicant should be informed of the missing information needed to complete the submission. As a preliminary step to the review of the actual permit application, department files should also be reviewed. Such files importantly include the Construction Permit and supporting engineering report, detailed plans and specifications, maps and drawings for the new facility. Additionally, compliance and general files should be consulted.

The first step of the application review is to confirm the receiving stream characteristics. Use GIS software to verify the legal description and obtain receiving stream information, including the classification, first classified stream including its classification (see 10 CSR 20-7 Tables G and H), USGS Basin and Sub-watershed Number (HUC12), and Water Body Identification Number (WBID). The "Locational and Water Body Information Manual" provides guidance on this process. Verify the stream classification, beneficial uses, distance to the classified stream, 303(d) applicability, and Total Maximum Daily Load (TMDL) status, for each outfall to the stream. As an additional source of information, for facilities with a design flow greater than 22,500 gallons per day, a receiving stream water study may have been submitted in accordance with 10 CSR 20-8.110(4)(A) 9.C as part of the engineering report for the construction permit. Neither Chapter 7 Effluent Regulations nor Water Quality Standards nor Chapter 8 Design Guides specifically require an applicant for a permit to provide a receiving stream study.

If additional information to that from GIS and what the applicant has submitted is required to develop proposed effluent limits, the permit writer will have to obtain what is needed. At this point, the proposed effluent limits can be determined in accordance with the Effluent Regulations, 10 CSR 20-7.015.

Compare these effluent limits with the treatment plant technology and influent wastewater flow characteristics to determine if the limits can be met. Check the treatment plant hydraulic and organic capacity for the design flow listed on the application. Loading from industrial sources and potential wet weather flows must be considered. Upon confirmation of treatment plant capacity, an operating permit may be drafted, additional information requested, or the application denied.

Sampling requirements differ based on the receiving stream and design flow of the treatment plant. The Monitoring Requirements paragraphs in each Effluent Limitation section of the Effluent Regulations, 10 CSR 20-7.015, present the required features of the facility-sampling program.

Whole Effluent Toxicity (WET) tests should be considered for all permits and are required by departmental permitting guidance for all "major" facilities. Background information about WET tests is at 10 CSR 20-7.031(3)(I)2.A & B and Permit Manual topic 5.2 WET Tests. See also Permit Application Form B2, Part E. For municipal wastewater treatment facilities, a major facility is one with a design flow greater than one million gallons per day (1 MGD). Additionally, WET tests are recommended for facilities with design flows between 300,000 and 1 million gallons per day but are only required for major facilities. WET Tests are required for Minor facilities with a flow greater than 22,500 gpd.

Legal References:

Code of State Regulations:

- 10 CSR 20-6.010 – Original and Renewal Permitting Timeframes
- 10 CSR 20-6.011 – Fees
- 10 CSR 20-6.015 – No-Discharge Permits
- 10 CSR 20-7.031 – Water Quality Standards
- 10 CSR 20-7.031 – Engineering Reports, Plans and Specifications