APPLICATION FOR RENEWAL OF AN INDUSTRIAL WASTE PERMIT
City of Houston
Industrial Wastewater Service
Conforming to Chapter 47; Article V. of the City of Houston Code of Ordinances

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1. **Submit payment with a copy of the first page of the completed renewal application form to:**
   City of Houston
   Fiscal Services
   611 Walker 24th Floors
   Houston, Texas 77002-4903

2. **Submit the original, completed permit renewal application form with a photocopy of your company check to:**
   City of Houston
   Industrial Wastewater Service
   10500 Bellaire Blvd.
   Houston, Texas 77072

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*Complete every line item of this Application with a response or indicate "None" or "NA as needed. Submit the completed form with the **"wet"** ink signature of a **responsible corporate officer, general partner** or **proprietor**.*

Since the last permit renewal, has there been a: (1) Change in ownership ☐ Yes ☐ No
(2) Company name change ☐ Yes ☐ No

SECTION A: COMPANY INFORMATION Industrial Waste Permit No. _____

1. Legal Name: _____
2. Service Address: _____
   Address Continued: _____ Zip: _____
3. Mailing Address: _____
   Address Continued: _____ Zip: _____
4. Owner's Name/ Corporate Head: _____
5. Mailing Address: _____
   Address Continued: _____ Zip: _____
6. Primary Contact Person: _____ Title: _____
   Phone: _____ Cell: _____ Email: _____
7. Alternate Contact Person: _____ Title: _____
   Phone: _____ Cell: _____ Email: _____
8. Number of employees working at this facility (do not include individuals that do not physically work at this location): _____
9. Hours of Operation
   Monday _____
   Tuesday _____
   Wednesday _____
   Thursday _____
   Friday _____
   Saturday _____
   Sunday _____
10. Hours of Discharge to the sewer system
    Monday _____
    Tuesday _____
    Wednesday _____
    Thursday _____
    Friday _____
    Saturday _____
    Sunday _____

11. Is the operation subject to seasonal variation? ☐ YES ☐ NO If Yes, explain how:

    _____

    _____

12. Does the facility shut down for holidays, maintenance, or other reasons? ☐ YES ☐ NO If Yes, when?

    _____

13. Is this facility subject to any National Emission Standards for Hazardous Air Pollutants (NESHAP)? ☐ YES ☐ NO If Yes, provide the category and CFR Citation below.

    _____

SECTION B: NATURE OF OPERATIONS

1. Describe the manufacturing process or services provided. Attach additional pages as needed.

   _____

   _____

   _____

2. Describe each new process that started since the last permit was renewed. Attach additional pages as needed.

   _____

   _____

   _____

3. Describe all wastewater-generating processes at the facility. Attach additional pages if needed.

   _____

   _____

   _____

   _____

   _____

4. Attach a Facility Map (drawn to approximate scale) for the entire facility showing the following with proper labelling:
   a. All production areas, maintenance areas, materials-handling areas, and waste-disposal areas
   b. Locations of all raw material and chemical storage areas
   c. Location of the pretreatment system (if applicable)
   d. Locations of all floor drains
   b. Location of each water meter and effluent meter
   c. Location of each sewer connection

   Attachment No.: _____

5. If there have been any changes to the chemicals used since the last permit renewal, list them in the table below. Avoid using trade names. If trade names are used, attach a safety data sheet (SDS) for that chemical. If this is a service industry, list chemicals that could be in the wastewater that is discharged to the sanitary sewer system. Attach additional pages if needed.

Name of Chemical	Function

6. Have there been any facility changes such as plumbing modifications or facility expansions since last permit renewal? ☐ YES ☐ NO
   If yes, attach the latest plumbing plans for the facility.
7. Indicate below if your facility employs or will be employing processes described by the following categories, even if they generate no wastewater, waste sludge, or hazardous wastes. Mark all that apply to the entire facility.

	Industry Category	40 CFR Part	Subpart
☐	Aluminum Forming	467	
☐	Battery Manufacturing	461	
☐	Canned and Preserved Fruits and Vegetable Processing	407	
☐	Carbon Black Manufacturing	458	
☐	Centralized Waste Treatment	437	
☐	Coil Coating	465	
☐	Concentrated Animal Feeding Operations (CAFO)	412	
☐	Copper Forming	468	
☐	Electrical and Electronic Components	469	
☐	Electroplating	413	
☐	Fertilizer Manufacturing	418	
☐	Glass Manufacturing	426	
☐	Grain Mills Manufacturing	406	
☐	Ink Formulating	447	
☐	Inorganic Chemicals	415	
☐	Iron and Steel Manufacturing	420	
☐	Leather Tanning and Finishing	425	
☐	Metal Finishing	433	
☐	Metal Molding and Casting (Foundries)	464	
☐	Nonferrous Metals Forming and Metal Powders	471	
☐	Nonferrous Metals Manufacturing	421	
☐	Oil and Gas Extraction	435	
☐	Organic Chemicals, Plastics and Synthetic Fibers (OCPSF)	414	
☐	Paint Formulating	446	
☐	Paving and Roofing Materials (Tars and Asphalt)	443	
☐	Pesticide Chemicals Manufacturing, Formulating and Packaging	455	
☐	Petroleum Refining	419	
☐	Pharmaceutical Manufacturing	439	
☐	Porcelain Enameling	466	
☐	Pulp, Paper and Paperboard	430	
☐	Rubber Manufacturing	428	
☐	Soaps and Detergents Manufacturing	417	
☐	Steam Electric Power Generating	423	
☐	Transportation Equipment Cleaning	442	
☐	Waste Combustors	444	
☐	None	NA	--

8. Are per-and polyfluoroalkyl substances (PFAS) contained in any raw material, byproduct or final product used/manufactured at the facility? ☐ YES ☐ NO

9. Are per-and polyfluoroalkyl substances (PFAS) believed to be present in wastewater discharged to the sanitary sewer system? ☐ YES ☐ NO

SECTION C: SOURCES OF WATER

1. How many of the following meters or wells are at the facility?

City water meters for incoming clean water ☐ None ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7

Sewer discharge meters for sewer billing ☐ None ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7

Private, metered wells on the property ☐ None ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7

Private, unmetered wells on the property ☐ None ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7

Other water meters (describe): _____

2. List the account numbers for each of the following.

City Water Meter Acct. No.	Effluent Meter Acct. No.	Private Well Meter Acct. No.

3. For each of the permitted sample points identified on page 2 of the Applicant's industrial waste permit, indicate each source that contributes wastewater to that sample point and the average gallons per day of wastewater discharge from that source. Attach additional pages if necessary.

Sample Point No.: _____ ☐ Batch ☐ Continuous

Activity	**Average and Maximum Flow (Gallons per Day)**
Manufacturing or Service Process:	
a) _____	_____
b) _____	_____
c) _____	_____
d) _____	_____
e) _____	_____
Non-Contact Cooling Water	_____
Plant and Equipment Washdown	_____
Sanitary (Employee Use)	_____
Boiler Blowdown	_____
Compressor/Air Conditioning Condensate	_____
Lab Waste	_____
Filter Backwash	_____
Softener Regeneration Waste	_____
Other (Specify: _____)	_____
Other (Specify: _____)	_____

Sample Point No.: _____ ☐ Batch ☐ Continuous

Activity	Average and Maximum Flow (Gallons per Day)
Specify:	
a) _____	_____
b) _____	_____
c) _____	_____
d) _____	_____
e) _____	_____

4. Describe any changes to the discharge flow rate since the previous permit renewal.

_____

_____

5. Does the Applicant accept any wastewater from other locations via trucks, railroad tank cars, ships, or pipeline?
   ☐ YES ☐ NO

   If YES,
   a. List the type of wastes that the facility accepts:

   _____

   _____

   b. Describe the methodology used to identify and reject non-acceptable waste types:

   _____

   _____

   _____

6. Is any non-regulated wastewater combined with the process water prior to any sample point? ☐ YES ☐ NO
   If Yes, at which sample point(s): _____

7. Attach a Flow Schematic with a water balance showing;
   a. all sources of water and wastewater flow into the pretreatment system
   b. amount of wastewater flow into and from each treatment unit
   b. amount of wastewater flow to each outfall/point of disposal

   Attachment No.: _____

SECTION D: WASTEWATER PRETREATMENT

1. Is pretreatment provided prior to discharge to the sanitary sewer system? ☐ YES ☐ NO
   If YES, describe the treatment steps and the chemicals that are used in the pretreatment system. Indicate the pollutants the system is designed to remove from wastewater. Attach additional pages if needed.

_____

_____

_____

_____

_____

_____

2. Have there been any modifications to the Applicant's pretreatment system since the last permit renewal?
   ☐ YES ☐ NO If YES, describe the modifications. Attach additional pages if needed.

SECTION E: BATCH DISCHARGES TO THE SANITARY SEWER SYSTEM

1. Does the Applicant have a batch discharge to the sanitary sewer system? ☐ YES ☐ NO

Process That Generates Each Batch	Volume (Gal)	Expected Frequency
		☐ Weekly ☐ Monthly ☐ Semiannually ☐ Annually
		☐ Weekly ☐ Monthly ☐ Semiannually ☐ Annually
		☐ Weekly ☐ Monthly ☐ Semiannually ☐ Annually
		☐ Weekly ☐ Monthly ☐ Semiannually ☐ Annually

2. Attach a photocopy of the batch discharge log for the previous 6 months.
3. Has there been a change to the frequency or volume of any batch discharge to the sanitary sewer system since the last permit renewal? ☐ YES ☐ NO If YES, describe: _____

SECTION F: SPILL PREVENTION AND CONTROL

Does the Applicant have a slug discharge control plan? ☐ YES ☐ NO

SECTION G: HAZARDOUS WASTE HANDLING AND DISPOSAL METHODS

1. Does this facility discharge any substance to the sanitary sewer system which otherwise would be considered a hazardous waste if disposed of elsewhere as defined by 40 CFR Part 261?
   ☐ YES ☐ NO

   If YES, attach a listing of those substances specifying EPA Identification Numbers and the quantities discharged per year.

2. Describe the storage and disposal methods for wastewater, hazardous and /or special wastes (e.g., chemical byproducts, pretreatment sludge, spent solvents, oils) generated by this facility. Include the names of the transporters and final disposal sites. Attach additional pages if needed.

SECTION H: WASTEWATER CHARACTERIZATION

1. Are there any new pollutants that could be present in the wastewater discharge that were not previously identified on a permit application or renewal? ☐ YES ☐ NO If YES, describe:

   _____

   _____

2. Attach the laboratory reports and original chain of custody forms for the sampling and analysis specified in Appendix B (Sampling and analysis requirements).

SECTION I: CERTIFICATION

This application must be signed by an authorized representative of the Applicant.

Definition of Authorized Representative - 40 CFR 403.12 (l):

1. A responsible corporate officer if the industrial user is a corporation. A responsible corporate officer means:
   i. A president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy- or decision-making functions for the corporation, or
   ii. The manager of one or more manufacturing, production, or operating facilities, provided, the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiate and direct other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for control mechanism requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
2. A general partner or proprietor if the Industrial User is a partnership or sole proprietorship, respectively.

☐ I am a responsible corporate officer
☐ I am a general partner or proprietor (if the Applicant is a partnership or sole proprietorship)

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name: _____

Title: _____

Date: _____

Signature: _____

THE STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared _____ , who, being by me sworn, stated that the information contained in the foregoing certificate is true and correct. SWORN TO AND SUBSCRIBED before me on the ____day of _____ , 20_____ .

_____
NOTARY PUBLIC
In and for Harris County, Texas

APPENDIX A - REQUIREMENTS FOR WASTEWATER ENGINEERING DOCUMENTS

1. Attach a Facility Map (drawn to approximate scale) for the entire facility showing the following with proper labelling:
    a. All production areas, maintenance areas, materials-handling areas, and waste-disposal areas
    b. Locations of all raw material and chemical storage areas
    c. Location of the pretreatment system (if applicable)
    d. Locations of all floor drains and sinks
    d. Location of each incoming water meter and effluent meter with each corresponding account numbers
    e. Location of each sewer connection
    f. Location of each sample point

2. Attach a Flow Schematic with a water balance showing:
    a. Volume of water consumed by the facility in gallons per day,
    b. Volume(s) of water used, and wastewater generated by process/service operations in gallons per day,
    c. All other sources of wastewater generated at the facility in gallons per day (e.g., boiler blowdown, equipment and facility washdown, condensate, lab waste, cooling water, sanitary wastewater, etc.) in gallons per day,
    d. Amount of water loss, if applicable (e.g., evaporation, water used in product) in gallons per day,
    e. Volume of wastewater pretreated by each unit of the pretreatment system, if applicable, and
    f. Amount of wastewater flow to each outfall/point of disposal in gallons per day.

3. Process narrative covering all of the following:
    a. Description of sources of all wastewater generated/handled at site
    b. Description of function of each equipment/tank
    c. Description of sludge generation (i.e., how is sludge generated) and handling (e.g., collection, treatment, transfer, disposal, etc.) process(es)
    d. List of all chemicals used, indicating function of each chemical
    e. Name(s) of the disposal site(s) for hauled waste/recovered products (e.g., sludge, recovered oil, etc.)
    f. Generation frequency of each type of waste/recovered-products (e.g., wastewater – continuous, recovered oil – continuous, sludge – weekly)

APPENDIX B-1 - WASTEWATER CHARACTERIZATION (Significant Industrial Users – SIUs)

Required Sample Collection and Analysis for Each Sample Point Where Local Limits Are Applied

Parameter	Number of Samples	Sample Type*	Suggested Analytical Method**
Carbonaceous Biochemical Oxygen Demand (CBOD) 5-day CBOD @ 20 degrees Celsius	1	Composite	SM 5210-B
Total Suspended Solids (TSS)	1	Composite	SM 2540-D
Ammonia - Nitrogen	1	Composite	EPA 350.1
Oil & Grease (Total)	1	Grab	EPA 1664 HEM
Total Residual Chlorine	1	Grab (field test)	SM 4500-Cl G-2011
Total Dissolved Solids (TDS)	1	Grab	2540-C
pH	1	Grab (field test)	SM 4500H+B
Temperature	1	Grab (field test)	SM 2550 B
Cyanide, Total	1	Grab	SM 4500-CN G
Arsenic, Total	1	Composite	EPA 200.7
Cadmium, Total	1	Composite	EPA 200.7
Chromium, Total	1	Composite	EPA 200.7
Copper, Total	1	Composite	EPA 200.7
Lead, Total	1	Composite	EPA 200.7
Mercury, Total	1	Composite	EPA 245.7
Molybdenum, Total	1	Composite	EPA 200.7
Nickel, Total	1	Composite	EPA 200.7
Selenium, Total	1	Composite	EPA 200.7
Silver, Total	1	Composite	EPA 200.7
Zinc, Total	1	Composite	EPA 200.7
Base Neutral Acids (BNA)***	1	Composite	EPA 625.1
Volatile Organic Compounds (VOC)***	1	Grab	EPA 624.1

* All samples must be representative of the process wastewater discharge. Composite samples shall be collected over the duration of the discharge on one day. For batch discharge permits, all samples must be collected as grab samples during a batch discharge event.

**Wastewater samples must be analyzed in accordance with methods found in the current version of 40 CFR Part 136.

Record the sample point number on the chain of custody forms used for this sampling.

BNAs and VOCs are used to calculate a Total Toxic Organic (TTO) value for compliance with the TTO Limit. Individual pollutants corresponding to BNAs and VOCs can be found at the ***List of Priority Pollutants.

APPENDIX B-2 - WASTEWATER CHARACTERIZATION (Non-Significant Industrial Users – Non-SIUs)

Required Sample Collection and Analysis for Each Sample Point Where Local Limits Are Applied

Parameter	Number of Samples	Sample Type*	Suggested Analytical Method**
Carbonaceous Biochemical Oxygen Demand (CBOD) 5-day CBOD @ 20 degrees Celsius	1	Composite	SM 5210-B
Total Suspended Solids (TSS)	1	Composite	SM 2540-D
Ammonia - Nitrogen	1	Composite	EPA 350.1
Oil & Grease (Total)	1	Grab	EPA 1664 HEM
Total Residual Chlorine	1	Grab (field test)	SM 4500-Cl G-2011
Total Dissolved Solids (TDS)	1	Grab	2540-C
pH	1	Grab (field test)	SM 4500H+B
Temperature	1	Grab (field test)	SM 2550 B
Cyanide, Total	1	Grab	SM 4500-CN G
Arsenic, Total	1	Composite	EPA 200.7
Cadmium, Total	1	Composite	EPA 200.7
Chromium, Total	1	Composite	EPA 200.7
Copper, Total	1	Composite	EPA 200.7
Lead, Total	1	Composite	EPA 200.7
Mercury, Total	1	Composite	EPA 245.7
Molybdenum, Total	1	Composite	EPA 200.7
Nickel, Total	1	Composite	EPA 200.7
Selenium, Total	1	Composite	EPA 200.7
Silver, Total	1	Composite	EPA 200.7
Zinc, Total	1	Composite	EPA 200.7

*All samples must be representative of the process wastewater discharge. Composite samples shall be collected over the duration of the discharge on one day. For batch discharge permits, all samples must be collected as grab samples during a batch discharge event.

**Wastewater samples must be analyzed in accordance with methods found in the current version of 40 CFR Part 136.

Record the sample point number on the chain of custody forms used for this sampling.

APPENDIX B-3 - WASTEWATER CHARACTERIZATION Contd.

BASE / NEUTRALS / ACIDS - Method EPA 625.1

1,2-Benzanthracene (Benzo (a) Anthracene)
1,2-Diphenylhydrazine
1,2,4-Trichlorobenzene
1,12-Benzoperylene (Benzo (ghi) Perylene)
2-Chloronaphthalene
2-Chlorophenol
2-Methylnaphthalene
2-Methylphenol
2-Nitroaniline
2-Nitrophenol
2,4-Dichlorophenol
2,4-Dimethylphenol
2,4-Dinitrophenol
2,4-Dinitrotoluene
2,4,5-Trichlorophenol
2,4,6-Trichlorophenol
2,6-Dinitrotoluene
3-Nitroaniline
3,3-Dichlorobenzidine
3,4-Benzofluoranthene (Benzo(b)fluoranthene)
3,4-Benzopyrene (Benzo (a) Pyrene)
4-Bromophenyl Phenyl Ether
4-Chloroaniline
4-Chlorophenyl Phenyl Ether
4-Nitroaniline
4-Nitrophenol
4,6-Dinitro-O-Cresol
11,12-Benzofluoranthene (Benzo (k) Fluoranthene)
Acenapththylene
Ancenapthene
Anthracene
Benzidine
Benzyl Alcohol
Benzoic Acid
BIS (2-Chloroethoxy) Methane
BIS (2-Chloroethyl) Ether
BIS (2-Chloroisopropyl) Ether
BIS (2-Ethylhexyl) Phthalate
Butyl Benzyl Phthalate
Chrysene
Di-N-Butyl Phthalate
Di-N-Octyl Phthalate
Dibenzo (A,H) Anthracene (1,2,5,6-Dibenzanthracene)
Dibenzofuran
Diethyl Phthalate
Dimethyl Phthalate
Fluoranthene
Fluorene
Hexachlorobenzene
Hexachlorobutadiene
Hexachlorocyclopentadiene
Hexachloroethane
Indeno (1,2,3-CD) Pyrene (2,3-0-Phenylenepyrene)
Isophorone
N-Nitrosodi-n-propylamine
N-Nitrosodimethylamine
N-Nitrosodiphenylamine
Naphthalene
Nitrobenzene
p-Cresol
Parachlorometa cresol (4-Chloro-3-Methylphenol)
Pentachlorophenol
Phenanthrene
Phenol (Acid extractable)
Pyrene

VOLATILES - Method EPA 624.1

1,1-Dichloroethane
1,1-Dichloroethylene
1,1,1-Trichloroethane
1,1,2-Trichloroethane
1,1,2,2-Tetrachloroethane
1,2-Dichloroethane
1,2-Dichloroethene (Total) (1,2-Trans-Dichloroethylene)
1,2-Dichloropropane
1,2-Dichlorobenzene
1,3-Dichlorobenzene
1,4-Dichlorobenzene
1,3-Dichloropropylene (Cis-1,3-Dichloropropene)
Trans-1,3-Dichloropropene
2-Butanone
2-Chloroethyl Vinyl Ether (Mixed)
2-Hexanone
4-Methyl-2-Pentanone
Acetone
Benzene
Bromoform (Tribromomethane)
Carbon Disulfide
Carbon Tetrachloride (Tetrachloromethane)
Chlorobenzene
Chlorodibromomethane (Dibromochloromethane)
Chloroethane
Chloroform (Trichloromethane)
Dichlorobromomethane (Bromodichloromethane)
Ethylbenzene
Methyl Bromide (Bromomethane)
Methyl Chloride (Chloromethane)
Methylene Chloride
Styrene
Tetrachloroethylene
Toluene
Trichloroethylene
Vinyl Acetate
Vinyl Chloride (Chloroethylene)
Xylenes (Total)

APPENDIX B-3 - WASTEWATER CHARACTERIZATION Contd.

ORGANOCHLORINE PESTICIDES / PCBS - Method 608.3 (analysis is required only if included in Appendix B-1)

4,4-DDD (p,p-TDE)
4,4-DDE (p,p-DDX)
4,4-DDT
Aldrin
Alpha-BHC
Alpha-endosulfan
Beta-BHC
Beta-endosulfan
Chlordane (technical mixture and metabolites)
Delta-BHC (PCB-polychlorinated biphenyls)
Dieldrin
Endosulfan sulfate
Endrin
Endrin aldehyde
Gamma-BHC (lindane)
Heptachlor
Heptachlor epoxide (BHC-hexachlorocyclohexane)
PCB-1016 (Arochlor 1016)
PCB-1221 (Arochlor 1221)
PCB-1232 (Arochlor 1232)
PCB-1242 (Arochlor 1242)
PCB-1248 (Arochlor 1248)
PCB-1254 (Arochlor 1254)
PCB-1260 (Arochlor 1260)
Toxaphene

Note: This list excludes the individual metals covered under EPA's comprehensive list of Priority Pollutants, since those metals are listed individually in Section I of which can be found at 40 CFR Part 423, Appendix A.