

Requirements for applications and engineering plans.

(A) Applications for both permits to install and plan approvals required by rule 3745-42-02 of the Administrative Code shall be made using forms prepared by Ohio EPA and shall contain such information as the director deems necessary to determine whether the criteria of rule 3745-42-04 of the Administrative Code are met.

(1) Any of the following must be signed and certified by a professional engineer licensed by the Ohio state board of registration for professional engineers and surveyors:

(a) Plans for disposal systems, treatment works or sewerage systems including, but not limited to:

(i) Sanitary sewer extensions;

(ii) Pump stations or distribution systems;

(iii) Prefabricated unit installations (e.g., small sewage treatment plants);

(iv) Sewage treatment plants;

(v) Land application systems;

(vi) Holding tanks;

(vii) Mound systems;

(viii) Septic tanks and leach fields;

(ix) Drip irrigation systems;

(x) Monofills (disposal sites for fly ash, foundry sand or other similar industrial wastes); and

(xi) Industrial or commercial treatment works;

(b) Reports on process evaluations at treatment works and sewerage systems including combined sewer overflow operational or long term control plan approvals, sewer system evaluations and infiltration/inflow analysis plans;

(c) Operation and maintenance manuals for disposal systems;

- (d) POTW local limit technical justification submissions for approval in accordance with pretreatment rules in Chapter 3745-3 of the Administrative Code;
 - (e) General plans or facility plans, including feasibility and cost analysis;
 - (f) Impoundment closure plans; and
 - (g) Beneficial reuse or recycling plans that involve engineering calculations including, but not limited to, structural fill projects, building foundations and road beds.
- (2) Applications for permits to install or plan approvals that are not required to be signed and certified by a professional engineer licensed by the Ohio state board of professional engineers and surveyors include:
- (a) Municipal sludge management plans using agronomically sound land application rates;
 - (b) Beneficial use or recycling projects using agronomically sound land application rates;
 - (c) Pretreatment program modification requests other than technical justification modification requests for local limits including, but not limited to, changes in sewer use ordinances, local laws and local regulations; and
 - (d) Groundwater monitoring plans.
- (3) In addition to the specific types of documents in paragraph (A)(1) of this rule, the director may require other permit application documents to be prepared and sealed by a licensed professional engineer to protect public welfare or to safeguard life, health or property.
- (B) Applications for permits to install and plan approvals shall be signed by the person, firm, agency or entity responsible for constructing or funding the construction of the disposal system. If, after construction, the disposal system will be turned over to a public entity or another party to own, operate and maintain, the director may require both persons responsible for construction and the future owner or operator to sign the permit application and be subject to the terms and conditions of the permit issued thereafter. The application shall be signed as follows:
- (1) In the case of a corporation, by a principal executive officer of at least the level of vice president or his duly authorized representative, if such representative is responsible for the overall operation of the facility;

- (2) In the case of a partnership, by a general partner;
 - (3) In the case of sole proprietorship, by the proprietor; and
 - (4) In the case of a municipal, state, federal or other governmental facility, by the principal executive officer, the ranking elected official or other duly authorized employee.
- (C) In the case of plan approval for the land application of sludge, the application shall be signed by either the president, vice-president or highest ranking corporate officer with offices located in the state, or the owner of the entity planning to apply the sludge, and the highest elected official of the municipality from which the sludge is generated.
- (D) The signatures shall constitute personal affirmation that all statements or assertions of fact made in the application are true and complete and comply fully with applicable state requirements and shall subject the signatory to liability under section 2921.13 of the Revised Code.
- (E) Before the director will review an application package, it shall contain:
- (1) The appropriate application fees (Comment: See section 3745.11 of the Revised Code);
 - (2) Two copies of the permit to install application (e.g., Ohio EPA form 4309) with all blanks filled in and the form signed in accordance with paragraph (B) of this rule; and
 - (3) Four complete sets of the detailed plans and at least two copies of the contract specifications. The plans and specifications shall be submitted in accordance with the following requirements, as applicable.
 - (a) All detailed plan sheets shall be eleven inches by seventeen inches, twenty-two inches by thirty-four inches, or twenty-four inches by thirty-six inches. Each sheet shall have a sufficient margin to allow for proper binding and complete title blocks. Each set of plan sheets submitted on paper shall be bound together.
 - (b) Each set of detailed plans shall:
 - (i) State the name and type of building or project;

- (ii) State the owner's name and address including the county and township or municipality;
 - (iii) Contain the name of the engineer preparing the plans, the original or an electronic signature of the engineer and the engineer's stamp on the title sheet of the detailed plans when required by paragraph (A) of this rule;
 - (iv) For projects that connect or discharge to the local sewer authority's disposal system, contain a cover sheet that has the local sewer authority's signature or a letter from the local sewer authority that expresses support for the project;
 - (v) Contain cross sections and plan and profile views of all the unit processes within the treatment system and their capacities, with all views drawn to scale and clearly labeled;
 - (vi) Identify the dimensions and relative elevations of structures;
 - (vii) Include, unless contained in a separate contract specification book, identification of the location and outline of equipment, and the location, size, and ASTM designation of piping and joints;
 - (viii) Contain a hydraulic profile of the flow of water through the unit processes that indicates points of chemical addition, control instrumentation, alarm levels, and monitoring equipment;
 - (ix) Include, unless contained in a separate contract specification book, the equipment or product specifications;
 - (x) Where applicable, describe the ultimate method of sludge disposal; and
 - (xi) Include, unless contained in a separate contract specification book, identification of stand-by equipment, including the number of each component and each components capacity, location, size, and intended operation.
- (c) Each set of detailed plans shall contain a site plan showing, where applicable:
- (i) Adjacent properties, storage areas, contours, existing and final grades and drainage courses, property lines, existing and proposed buildings, parking areas, drives, elevations, locations of proposed and existing treatment works, and all sewers that will collect and transport sewage or industrial waste;

- (ii) Sanitary sewers, storm sewers, and water lines or locations of water wells, including manholes and pump stations;
 - (iii) The location of each entry to the public sewer;
 - (iv) Isolation distances from the treatment works to any water wells and property lines; and
 - (v) The north arrow.
- (d) Each set of detailed plans shall contain a vicinity map showing surrounding roadways, railroad tracks, and major water courses.
- (F) The director may waive submittal requirements identified in paragraph (E)(3) of this rule for specific technologies or project types, such as industrial projects that require a permit to install prior to funding procurement, as necessary to efficiently review the application package and administer this chapter.
- (G) The director may allow electronic submittal of any document required to be submitted by this rule. If the director allows electronic submittal, he may allow the permittee to submit only one electronic copy of the document, even if the permittee would be required to submit more than one copy in non-electronic form by this rule.
- (H) In addition to the information contained in paragraphs (A) to (E) of this rule, applications for permits to install for industrial waste treatment works that have a direct discharge to waters of the state or are tributary to a treatment works shall include, as applicable, all of the following:
 - (1) Written approval from the sewer authority that will be responsible for treating the industrial waste. The application shall contain a statement by the sewer authority that it is aware of the proposed project and agrees to accept the treated industrial waste from the applicant's facility. The approval and statement may be in the form of a letter from the sewer authority, or each set of plans must be signed by the sewer authority. If the applicant is proposing to connect to, or construct or modify an existing sewerage system tributary to, a sanitary sewer that is not owned or operated by the sewer authority responsible for treating the industrial waste, then the connection, construction or modification shall be through an approved sewer tap to the sewerage system;
 - (2) Schematic diagrams of the processes that generate, collect, treat, and dispose of the industrial wastes. In the schematic diagram, the applicant shall:

- (a) Clearly label each major process unit in sufficient detail to allow the agency to have a clear understanding of the types and quantities of pollutants that may be generated
 - (b) Identify the average and maximum flow rates (expressed as gallons per day) for each major process unit that generates industrial waste, and identify the frequency and volume of spent chemical dumps and the concentrations of pollutants in the influents and effluents for the pretreatment facility; and
 - (c) If the plans are for a modification to an existing, approved facility, distinguish between existing facilities and new facilities; and
- (3) An engineering report. In the engineering report, the applicant shall:
- (a) Provide a project summary that presents the objectives to be achieved by the proposed facility, and generally describes the means proposed to accomplish the objectives, and the anticipated results. The project summary shall also identify the appropriate categorical regulations, the appropriate local effluent limitations, and any applicable court orders or pretreatment standards;
 - (b) Briefly describe the manufacturing process or unit process generating the industrial waste stream, and:
 - (i) Delineate the process unit operations in the facility producing the waste streams and explain the relationship between these operations and how the waste streams will be treated;
 - (ii) Describe the operating schedules; and
 - (iii) Characterize each waste stream by its average and maximum flow values (expressed in gallons per minute and gallons per day) and chemical and physical characteristics, including the concentrations of pollutants and maximum allowable loadings of all pollutants that may be present in the waste stream. Particular emphasis shall be directed towards applicable standards, toxic pollutants, and pollutants that the industrial waste pretreatment facilities are designed to remove; and
 - (c) Briefly describe proposed and existing treatment facilities that will be used to treat the industrial waste streams described in paragraph (G)(3)(b) of this rule, as well as standby and auxiliary equipment for each treatment unit shown in the detail plans, and at a minimum:

- (i) Describe the average and maximum flow rates (expressed in gallons per minute and gallons per day) that each treatment unit will process, excluding stand-by and auxiliary equipment, as well as the frequency and concentrations of pollutants in all dumps of the process line;
 - (ii) Describe the chemical and physical characteristics of the waste stream that each treatment unit will receive, including the concentrations of all pollutants that the unit is designed to remove or that may affect the operation of the unit;
 - (iii) Describe the chemical and physical characteristics of the treated waste stream for each treatment unit;
 - (iv) State the pertinent specifications of each treatment unit and each major equipment item, including stand-by and auxiliary equipment;
 - (v) State the criteria used to design or size each treatment unit and the associated equipment; and
 - (vi) Describe the ultimate means of disposal of residuals, sludges, and collected industrial wastes.
- (I) The director may waive requirements identified in paragraphs (H)(1) to (H)(3) of this rule for specific technologies or project types as necessary to efficiently review the application and administer this chapter.

Effective: 12/1/2005

R.C. 119.032 review date: 10/17/2008

Promulgated Under: R.C. 119.03

Statutory Authority: R.C. 6111.03

Rule Amplifies: R.C. 6111.03, 6111.44, 6111.45, 6111.46

Prior Effective Dates: 1/1/1974, 8/15/1982, 9/18/1987, 10/17/2003