

PRETREATMENT REVIEW FORM

Industrial Wastewater Pretreatment Program - (937) 333-1501

Must be Completed by Permit Applicants for Designated New or Remodeled Commercial/Industrial Facilities

1. GENERAL INFORMATION

Date _____ Permit Number _____ Routing Number _____

• Name _____ Company _____
Address _____ City _____ Zip _____
Phone (_____) _____ Fax (_____) _____

• Project Description _____
Address _____ City _____ Zip _____

• Alternate contact for project information: Name _____
Company _____ Phone (_____) _____ Fax (_____) _____

2. DESCRIPTION OF OPERATION

• Principal products or services _____
• Briefly describe the retail, manufacturing, or service activities conducted on the premises:

3. DISCHARGE TO SANITARY SEWER

• Will this facility have interior or exterior floor drains of any kind? (safety showers, loading docks, etc.) Yes No
If Yes, where? _____

• Will this facility have a discharge to the sewer from heating or cooling systems? Yes No
If Yes, describe: _____

• Will this facility have any connections or discharges to the sewer other than restrooms, showers, eyewashes, hand washing sinks, kitchen sinks, or dishwashers? Yes No
If Yes, describe: _____

4. HAZARDOUS MATERIALS

• Will this facility use, store or generate any flammable, toxic, corrosive, or hazardous materials? Yes No
• If Yes, describe materials: _____

• Describe where located, and containment or control measures utilized: _____

PRETREATMENT REVIEW FORM - PROCEDURES

Industrial Wastewater Pretreatment Program

Purpose:

The City of Dayton's Industrial Wastewater Pretreatment Program regulates commercial/industrial facilities that discharge certain **process wastewater** to the City of Dayton's wastewater facilities, or that have the **potential to discharge toxic or hazardous materials**.

Whenever someone applies for a permit to build or remodel a commercial/industrial facility, it is important that the City review the application to ensure that the project will comply with Pretreatment Program requirements. In certain instances, the applicant will need to obtain a separate **Industrial Wastewater Discharge Permit** before any process wastewater can be discharged.

A **Pretreatment Review Form** is used to help determine if a commercial/industrial project has an actual or potential sanitary sewer discharge that would be regulated by the Pretreatment Program. The form focuses on three criteria:

- discharge of anything to the sewer other than domestic sanitary sewage;
- presence of floor drains or spill pathways to the sewer; and
- use, storage, or generation of toxic or hazardous materials.

Procedure:

1. After reviewing the Plan Review Checklist, the Water Engineering Representative determines if a completed **Pretreatment Review Form (PRF)** must be submitted to the Industrial Pretreatment Program in order to help determine if the project **has the potential to discharge regulated or prohibited materials** into the sewer.
2. If **no potential exists**, the PRF is not required and the building permit issuance process continues.
3. Applicants for a building permit for a new or remodel commercial/industrial project with the potential to discharge regulated or prohibited materials into the sewer are given a **PRF** with their building permit application package.
4. Applicants must include the completed **PRF** with their building permit submittal for any subsequent pretreatment plan review.
5. If **potential exists**, Water Engineering may, as a condition of approving the building permit:
 - require that additional information be submitted for review;
 - require that spill pathways be eliminated (i.e. remove floor drains, provide containment);
 - require control measures or treatment to be provided (i.e. oil/water separator, pH adjustment);
 - require that regulated or prohibited discharges be eliminated;
 - require that pollution prevention procedures be implemented;
 - require that an appropriate wastewater sample point be installed; and/or
 - require that the applicant apply for an appropriate Industrial Wastewater Discharge Permit through the Industrial Pretreatment Program's separate permitting process.
6. Pretreatment Program staff will assist the Water Engineering Representative in evaluating a PRF or building permit application for compliance with Pretreatment Program requirements.
7. Building permits must not be issued until Pretreatment Program requirements are addressed.
8. The Water Engineering Representative sends to the Industrial Wastewater Pretreatment Program:
 - a copy of each PRF submitted
 - documentation of any of the above requirements placed as a condition on the building permit.

PRETREATMENT REVIEW FORM/PLAN REVIEW

For compliance with Industrial Wastewater Pretreatment Program Regulations

Regulated Industries: Businesses that appear to be associated with any of the activities in the following list must be evaluated by a Pretreatment Program Coordinator to determine if they meet criteria for a federal Categorical Industrial User (CIU), a Significant Industrial User (SIU), or are Surchargeable (charged for high strength wastewater).

- Metal Finishing – plating, anodizing, alodining coatings, chromating, phosphating, passivating, coloring, chemical etching and milling, printed circuit board manufacture
- Metal forming, molding, or casting; or die-casting operations
- Paint or ink formulation
- Manufacturing or repackaging any type of chemicals, pharmaceuticals, pesticides, soaps, detergents, plastics, fertilizers, cement, fibers, textiles, etc.
- Battery manufacturing
- Plastics molding and forming
- Food processing of any type – meats, dairy products, eggs, grains, sugar, bakery items, snacks, beverages, canned goods, pet food, beer, liquor, etc.
- Waste treatment or disposal, remediation of contaminated soil or water, any discharge of leachate, wastewater generated from air pollution wet scrubbers, etc.

Plan Reviews: The Water Department Representative should consider the following with respect to protection of wastewater facilities and meeting Pretreatment Program objectives:

- Floor drains – should only be allowed when absolutely necessary. Floor drains should never be allowed in an area where they would present a pathway for regulated or prohibited materials to enter the sewer system. If equipment drains (boiler blow down, condensate drains, etc.) are needed, risers should be installed to eliminate spill pathways.
- Oil/water separators, grease interceptors, sediment traps – should be installed when needed to remove oils, greases, petroleum products, grit, gravel, etc. which could obstruct sewer lines or pose treatment problems. Interceptors can become a problem in themselves if they trap degradable organic wastes, and begin to act like a septic tank. This results in odor problems and low pH effluent. In these situations, sizing is critical, and alternate methods of oil and grease removal may be necessary.
- Clean water – the Sewer Use Ordinance does not allow the discharge of non-contact heating or cooling water to the sanitary sewer, unless a variance is granted by the Director. In addition, outside drains or roof drains receiving rainwater should not be tied into the sanitary sewer. Clean water should be recycled or discharged to surface water (requires NPDES, special use permits). Some outside drains have the potential to contain pollutants, such as within storage tank containment areas, wash down areas, or loading areas. Controls should be installed to protect both stormwater and the sanitary sewer in these situations.
- Spill and slug discharge prevention – process and plumbing plans should be reviewed for any drains, connections, by-passes, overflows, etc. which would allow the inadvertent discharge into the sanitary sewer of regulated or prohibited materials, or unusually large amounts of normally treatable materials (slug loads).
- Mercury and molybdenum – Any source of mercury to the sewer should be eliminated. Dental offices should have filters and traps to remove mercury-containing amalgam from their wastestream. Molybdenum, a common water treatment chemical, may need to be eliminated from HVAC system discharges, depending on upcoming regulations.

PRETREATMENT PLAN REVIEW – “RED FLAG LIST”

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- Metal Finishing – plating, anodizing, chromating, phosphating, coloring, chemical etching and milling, printed circuit board manufacture
- Electronics manufacturing
- Metal forming, molding, manufacturing, or casting
- Coil coating, canmaking
- Porcelain enameling
- Cement manufacturing
- Leather tanning or finishing
- Manufacturing or repackaging any type of chemicals, petroleum products, asphalt, tar, paint, ink, pharmaceuticals, pesticides, soaps, detergents, plastics, fertilizers, cement, fibers, textiles, etc.
- Petroleum refining
- Steam electric power generation
- Battery manufacturing
- Plastics molding and forming
- Pulp, paper and paperboard manufacturing
- Food processing of any type – meats, dairy products, eggs, grains, sugar, bakery items, snacks, beverages, canned goods, pet food, beer, liquor, rendering, etc.
- Waste treatment or disposal, remediation of contaminated soil or water, any discharge of leachate or landfill gas condensate

Other Industries of Concern: The following types of businesses, processes, or equipment should be reviewed for potential impacts to the sanitary sewer, or for surcharge issues:

- Industrial and institutional laundries
- Hospitals, clinics, medical facilities, institutions
- Pest exterminators
- Lawn & garden spraying services, (i.e. Chemlawn)
- Laboratories
- Transportation equipment cleaning (cleaning of tanker trucks, rail cars, etc.)
- Bulk storage of materials, such as fuel or chemicals, including outdoor storage tanks
- Dentistry (potential for mercury discharge)
- Auto/truck services – repair & maintenance, body shops, painting
- Waste or garbage hauling
- Recycling & composting facilities