



WPDES PERMIT

STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES

GENERAL PERMIT TO DISCHARGE UNDER THE WISCONSIN POLLUTANT DISCHARGE ELIMINATION SYSTEM

In compliance with the provisions of Chapter 283, Wis. Stats., any facility discharging

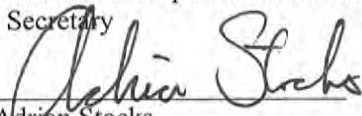
DOMESTIC WASTEWATER TO A SUBSURFACE SOIL ABSORPTION SYSTEM

located in the State of Wisconsin and meeting the applicability criteria listed in this General Permit, is permitted to discharge these wastewaters indirectly to groundwaters of the state in accordance with the effluent limitations, monitoring requirements and other conditions set forth in this permit.

State of Wisconsin Department of Natural Resources (hereafter department)

For the Secretary

By


Adrian Stocks

Director, Bureau of Water Quality

3/5/2019
Date Permit Signed/Issued

PERMIT TERM: EFFECTIVE DATE – May 01, 2019

EXPIRATION DATE – April 30, 2024

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1 Applicability Criteria

1.1 Discharges Covered

This permit is applicable to discharges from publicly owned treatment works or privately-owned domestic wastewater treatment works to a new or upgraded large-scale subsurface soil absorption system that meet the following conditions:

- The discharge consists of only domestic wastewater as defined in s. NR 205.03(14), Wis. Adm. Code, or mixed wastewater that the department determines is substantially equivalent to domestic wastewater;
- The discharge is to a subsurface soil absorption system that has a total combined annual average design flow greater than 12,000 gallons per day as determined under ss. NR 200.03(4) or NR 200.03(5), Wis. Adm. Code;
- The discharge has a maximum annual average flow rate less than 15,000 gallons per day or does not require groundwater monitoring in accordance with s. NR 206.10, Wis. Adm. Code;
- The discharge is to a subsurface soil absorption system that is designed and operated to the extent technically and economically feasible: (a) to remove nitrogen; (b) minimize the level of substances in the groundwater; and (c) to prevent exceedance of the groundwater preventive action limits (PALs) in ch. NR 140, Wis. Adm. Code; and
- The discharge is to a large scale subsurface soil absorption system that has received approval by the Department of Safety and Professional Services (DSPS) in accordance with ch. SPS 383, Wis. Adm. Code, and concurrence by the department under chs. NR 110 and NR 206, Wis. Adm. Code.

1.2 Discharges Not Covered

The discharges listed in this section are not applicable to this general permit and may require application under another general or individual WPDES permit. This permit is not applicable to any of the following discharges to a subsurface soil absorption system:

- Discharges that have a maximum annual average flow rate equal to or greater than 15,000 gallons per day and require groundwater monitoring in accordance with s. NR 206.10, Wis. Adm. Code. The department may waive the requirement to install groundwater monitoring on a case-by-case basis allowing facilities to remain eligible under this permit pursuant to s. NR 206.10(3)(d), Wis. Adm. Code.
- Discharges that only contain industrial liquid wastes;
- Discharges containing toxic or hazardous substances (such as phenolics, metals, solvents, lubricants, biocides, pesticides, bioaccumulative organics), unless the permittee demonstrates to the department that the discharge of such pollutants will be in such small quantities that no environmental pollution will result and the concentrations of such contaminants in the groundwater will not exceed groundwater preventive action limits (PALs) established in ch. NR 140, Wis. Adm. Code. Discharges containing only toxic or hazardous substances to land treatment systems are prohibited under s. NR 664.0270, Wis. Adm. Code;
- Discharges to subsurface soil absorption systems that are within a source water protection area for a public drinking water system using groundwater as designated under the source water assessment program approved by the United States Environmental Protection Agency (EPA) under 42 USC §300j-13. The department may waive this requirement on a case-by-

case basis if the department determines that the proposed facility will not adversely affect the safety of the public water system;

- Discharges from a subsurface soil absorption system that will result in the endangerment of an underground source of drinking water;
- Discharges to a subsurface soil absorption system that may have physical or chemical characteristics which prevent the proper operation of the system;
- Discharges to the land surface prior to or after discharge to the subsurface soil absorption system;
- Discharges from subsurface soil absorption systems to agricultural drain tiles or other drainage systems that discharge to surface waters;
- Discharges that will adversely impact endangered and threatened species, including causing an incidental take, unless the department determines that the discharges comply with the endangered and threatened resource protection requirements of s. 29.604, Wis. Stats., and ch. NR 27, Wis. Adm. Code.
- Discharges that will adversely affect any historic property that is listed property, or on the inventory or on the list of locally designated historic places under s. 44.45, Wis. Stats., unless the department determines that the discharges will not have an adverse effect on any historic property pursuant to s. 44.40(3), Wis. Stats.; and
- Discharges containing substances that will exceed the groundwater quality standards in ch. NR 140, Wis. Adm. Code.

2 Obtaining Permit Coverage

An applicant shall comply with the following requirements to obtain coverage and authorization to discharge to the waters of the state under this general permit.

2.1 Submittal of a Notice of Intent

The applicant must submit a complete notice of intent (NOI) under this general permit to the department at least thirty (30) business days before the expected start date of discharge. The NOI can be found at <http://dnr.wi.gov/topic/wastewater/GeneralPermits.html>. NOIs must be submitted electronically, if made available by the department, or mailed to the attention of “Wastewater General Permits” at the headquarters office of the region in which the project is located unless otherwise indicated on the department’s webpage. A list of the department general permit reviewers for each region with contact information can be found at <http://dnr.wi.gov/topic/wastewater/GeneralPermits.html>. Please scroll to the “How to Apply” section and click the department region that you are located.

Note: The department is in the process of developing and requiring electronic submissions of NOIs to discharge under this general permit. Once the NOIs are online, paper copies will be no longer accepted. The department will post this update on our general permit webpage.

2.2 Incomplete NOI

The department may require an applicant to submit additional information if the department determines a NOI is incomplete. The applicant shall submit the requested information.

2.3 Granting of Coverage

All applicants meeting the applicability requirements of this general permit must receive a letter from the department granting coverage under this general permit prior to commencing discharge to the waters of the state. If the applicant has not received a coverage letter from the department granting coverage under this general permit, an applicant may not discharge to the waters of the state until coverage under this general permit is granted by the department.

Note: If the department notifies an applicant that a discharge is ineligible for coverage under this general permit but still requires WPDES permit coverage, the applicant shall apply for and obtain coverage under an individual WPDES permit (or alternative general permit, if available) prior to discharging to the waters of the state. The necessary steps to apply for coverage under an individual permit can be found at the department website:

<http://dnr.wi.gov/topic/wastewater/PermitApplications.html>.

3 Monitoring and Reporting Requirements

The permittee shall comply with following monitoring and reporting requirements.

3.1 Sampling Point(s)

The discharge(s) shall be limited to the waste type(s) designated for the listed sampling point(s).

| Sampling Point Designation | |
|----------------------------|--|
| Sampling Point Number | Sampling Point Location, WasteType/Sample Contents and Treatment Description (as applicable) |
| 001 | Discharges shall be sampled after pretreatment and prior to discharge to the subsurface soil absorption field via Outfall 001. The samples taken shall be representative of the discharge that consists solely of the pretreated effluent. |

3.2 Monitoring Requirements and Effluent Limitations

The permittee shall comply with the following monitoring requirements and limitations.

3.2.1 Sampling Point (Outfall) 001 – Prior to Subsurface Discharge

| Monitoring Requirements and Effluent Limitations | | | | | |
|--|------------|-----------------|------------------|--------------------------|--|
| Parameter | Limit Type | Limit and Units | Sample Frequency | Sample Type | Notes |
| Flow Rate | Annual Avg | < 15,000 gpd | Daily | Estimated/ Continuous | Record in a Daily Log. See Sections 3.2.2, 3.2.3, and 3.3.3. |
| BOD ₅ , Total | | mg/L | Quarterly | Grab | |
| Nitrogen, Organic Dissolved | | mg/L | Quarterly | Grab | |
| Nitrogen, Ammonia Dissolved | | mg/L | Quarterly | Grab | |
| Solids, Total Dissolved | | mg/L | Quarterly | Grab | |
| Chloride, Dissolved | | mg/L | Quarterly | Grab | |

3.2.2 Flow Rate Monitoring

For privately owned domestic wastewater treatment works, the permittee shall estimate the average volume of wastewater discharged after pretreatment to the subsurface soil absorption field each day. The flow rate may be estimated by the readings of a water meter on the discharge, readings from a calibrated pump handling the discharge, the total gallons pumped divided by the operating period of the pump per day or any other approved flow estimating methods in s. NR 218.04(15), Wis. Adm. Code. The permittee may request, in writing, the approval of an additional method for estimating flow.

For publicly owned treatments works, the permittee shall continuously measure the flow rate with a continuous recording device specified in s. NR 218.05(1), Wis. Adm. Code. Devices used for continuously measuring flow shall be calibrated and the calibration rechecked at least annually using one of the following methods specified in s. NR 218.06(1), Wis. Adm. Code.

3.2.3 Flow Rate Limit Waiver

The department may waive the flow rate limit on a case-by-case basis for annual average flow rates equal to or greater than 15,000 gpd if the discharge meets the groundwater monitoring exemption requirements in s. NR 206.10(3)(d), Wis. Adm. Code.

3.3 Reporting and Recordkeeping Requirements

The permittee shall comply with the following reporting and recordkeeping requirements.

3.3.1 Submittal of Monitoring Results

This permit requires that all monitoring data be submitted on an electronic discharge monitoring report (eDMR) in accordance with s. NR 205.07(1)(r), Wis. Adm. Code. Monitoring forms are due 21 days following the end of the reporting period. For instance, if a parameter is to be sampled quarterly, the monitoring results are due 21 days following the end of each quarter. The eDMR shall be certified electronically by a responsible executive or municipal officer, manager, partner, proprietor or other duly authorized representative as specified in s. NR 205.07(1)(g), Wis. Adm. Code, with an “eReport Certify” page that certifies that the electronic report form is true, accurate and complete. The eDMR can be accessed through DNR Switchboard (<http://dnr.wi.gov/topic/switchboard/index.html>) using Internet Explorer. Other browsers such as Safari, Firefox, and Google Chrome may not work with the Switchboard.

Note: You must have or create a Wisconsin Web Access Management System (WAMS) ID and request access for each facility in order to access the forms. If you already have a WAMS ID, then you do not need to recreate one to access the eDMR.

Instructions and help with Switchboard/WAMS ID Registration can be found here:
<http://dnr.wi.gov/topic/wastewater/documents/WAMsSwitchboardHelp.pdf>.

Instructions and help with filling out and submitting monitoring forms can be found here:
<http://dnr.wi.gov/topic/wastewater/eReporting.html>.

3.3.2 Reporting Conventions

The permittee shall use the following conventions when reporting effluent monitoring results except when otherwise noted:

- Pollutant concentrations less than the limit of detection shall be reported as < (less than) the value of the limit of detection. For example, if a substance is not detected at a detection limit of 0.1 mg/L, report the pollutant concentration as < 0.1 mg/L.
- Pollutant concentrations equal to or greater than the limit of detection, but less than the limit of quantitation, shall be reported and the limit of quantitation shall be specified unless otherwise noted.
- For the purposes of reporting a calculated result, average or a mass discharge value, the permittee may substitute a value of 0 (zero) for any pollutant concentration that is less than the limit of detection. However, if the effluent limitation is less than the limit of detection, the department may substitute a value other than zero for results less than the limit of detection, after considering the number of monitoring results that are greater than the limit of detection and if warranted when applying appropriate statistical techniques.

3.3.3 Daily Log

The permittee shall maintain a daily log of the number of days and the dates of operation of the subsurface soil absorption system each year and the volume of wastewater disposed of each day. Records shall be available for inspection and submitted to the department upon request. Records shall be retained for a period of three years unless otherwise required by the department.

4 Management Plan Requirements

The permittee shall comply with the following management plan requirements.

4.1 Implementation

The permittee shall develop and implement a management plan for their discharge(s) to a subsurface soil absorption system. The permittee shall operate and maintain the subsurface soil absorption system consistent with a department approved management plan and in accordance with subsequent amendments to the plan.

4.2 Submittal of the Management Plan

For an existing permittee, the permittee shall amend the management plan to be consistent with the requirements of this general permit, and ss. NR 110.25(3m) and NR 206.07(2)(h), Wis. Adm. Code. A copy of the amended management plan shall be submitted to the department for approval within ninety (90) calendar days from the effective date of this general permit. The amended plan must be implemented as soon as possible but not later than one-hundred eighty (180) calendar days from the effective date of this general permit. The permittee need not submit an amended management plan if the permittee notifies the department and the department determines that a previously approved management plan is consistent with the conditions of this general permit and ss. NR 110.25 and NR 206.07, Wis. Adm. Code.

Applicants applying for coverage during the term of this general permit (prior to the expiration date), the permittee shall submit the management plan with the NOI. The department permit coverage letter will explicitly indicate the approval of the management plan.

4.3 Management Plan Content

The management plan shall contain specific information on pretreatment processes, scheduled maintenance, monitoring procedures and other pertinent information.

4.4 Documentation

The permittee shall maintain a copy of the management plan at the facility and must make the plan available to department inspection or submitted to the department upon request. The permittee shall ensure that on-site personnel directly involved with discharge activities have access to the management plan at all times.

4.5 Management Plan Modification

The permittee shall amend the management plan whenever there is a change in the facility, or in the operation of the facility, that materially increases the generation of pollutants or their release or potential release to the subsurface soil absorption system. The permittee must also amend the plan, as appropriate, when plant operations covered by the management plan change. Any such changes to the management plan shall be consistent with this general permit. The permittee shall notify the department when the management plan is amended to determine if the amendment requires department approval.

4.6 Modification for Ineffectiveness

If at any time the management plan proves to be ineffective in achieving compliance with this general permit, the management plan shall be subject to modification to incorporate revised management plan requirements.

5 Operational Requirements

The permittee shall comply with the following operation requirements.

5.1 System Operating Requirements

5.1.1 Pretreatment

The discharges shall be pretreated biologically, chemically, physically or a combination of treatments to prior to discharge to the subsurface soil absorption system.

5.1.2 Design Flow

The volume of discharge to the subsurface soil absorption system shall not exceed the design flow of the system.

5.1.3 Removed Substances

Solids, septage, sludges, scum, debris, trash, grit, or other material shall be removed from the treatment components of the system as established in the management plan. Any removed solids, septage, sludges, scum, debris, trash, grit, or other material shall be disposed of or land applied at a site or operation authorized by a WPDES permit or other department license or approval under chs. NR 113, NR 204 or NR 214, NR 500 to NR 538, or NR 660 to NR 670, Wis. Adm. Code.

5.1.4 Prohibited Wastes

Under no circumstances may the introduction of wastes prohibited by s. NR 211.10, Wis. Adm. Code, be allowed into the waste treatment system. Prohibited wastes include those:

- Which create a fire or explosion hazard in the treatment work;
- Which will cause corrosive structural damage to the treatment work;
- Solid or viscous substances in amounts which cause obstructions to the flow in sewers or interference with the proper operation of the treatment work;
- Wastewaters at a flow rate or pollutant loading which are excessive over relatively short time periods so as to cause a loss of treatment efficiency; and
- Changes in discharge volume or composition from contributing industries which overload the treatment works or cause a loss of treatment efficiency.

5.1.5 Bypassing

This condition applies only to bypassing at a sewage treatment facility that is not a scheduled bypass, approved blending as a specific condition of this permit, a sewage treatment facility overflow or a controlled diversion as provided in the sections titled 'Scheduled Bypass', 'Blending' (if approved), 'SSO's and Sewage Treatment Facility Overflows' and 'Controlled Diversions' of this permit. Any other bypass at the sewage treatment facility is prohibited and the Department may take enforcement action against a permittee for such occurrences under s. 283.89, Wis. Stats. The Department may approve a bypass if the permittee demonstrates all the following conditions apply:

- The bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;
- There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities or adequate back-up equipment, retention of untreated wastes, reduction of inflow and infiltration, or maintenance during normal periods of

equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventative maintenance. When evaluating feasibility of alternatives, the department may consider factors such as technical achievability, costs and affordability of implementation and risks to public health, the environment and, where the permittee is a municipality, the welfare of the community served; and

- The bypass was reported in accordance with the Noncompliance Reporting section of this permit.

5.1.6 Scheduled Bypass

Whenever the permittee anticipates the need to bypass for purposes of efficient operations and maintenance and the permittee may not meet the conditions for controlled diversions in the 'Controlled Diversions' section of this permit, the permittee shall obtain prior written approval from the Department for the scheduled bypass. A permittee's written request for Department approval of a scheduled bypass shall demonstrate that the conditions for bypassing specified in the above section titled 'Bypass' are met and include the proposed date and reason for the bypass, estimated volume and duration of the bypass, alternatives to bypassing and measures to mitigate environmental harm caused by the bypass. The department may require the permittee to provide public notification for a scheduled bypass if it is determined there is significant public interest in the proposed action and may recommend mitigation measures to minimize the impact of such bypass.

5.1.7 Controlled Diversions

Controlled diversions are allowed only when necessary for essential maintenance to assure efficient operation. Sewage treatment facilities that have multiple treatment units to treat variable or seasonal loading conditions may shut down redundant treatment units when necessary for efficient operation. The following requirements shall be met during controlled diversions:

- Effluent from the sewage treatment facility shall meet the effluent limitations established in the permit. Wastewater that is diverted around a treatment unit or treatment process during a controlled diversion shall be recombined with wastewater that is not diverted prior to the effluent sampling location and prior to effluent discharge;
- A controlled diversion does not include blending as defined in s. NR 210.03(2e), Wis. Adm. Code, and as may only be approved under s. NR 210.12. A controlled diversion may not occur during periods of excessive flow or other abnormal wastewater characteristics;
- A controlled diversion may not result in a wastewater treatment facility overflow; and
- All instances of controlled diversions shall be documented in sewage treatment facility records and such records shall be available to the department on request.

5.1.8 Proper Operation and Maintenance

The permittee shall at all times properly operate and maintain all facilities and systems of treatment and control which are installed or used by the permittee to achieve compliance with the conditions of this permit. Proper operation and maintenance includes effective performance, adequate funding, adequate operator staffing and training as required in ch. NR 114, Wis. Adm. Code, and adequate laboratory and process controls, including appropriate quality assurance

procedures. This provision requires the operation of back-up or auxiliary facilities or similar systems only when necessary to achieve compliance with the conditions of the permit.

5.1.9 Operator Certification

The wastewater treatment facility shall be under the direct supervision of a state certified operator. In accordance with s. NR 114.53, Wis. Adm. Code, every WPDES permitted treatment plant shall have a designated operator-in-charge holding a current and valid certificate. The designated operator-in-charge shall be certified at the level and in all subclasses of the treatment plant, except laboratory. Treatment plant owners shall notify the department of any changes in the operator-in-charge within 30 days. Note that s. NR 114.52(22), Wis. Adm. Code, lists types of facilities that are excluded from operator certification requirements (i.e. private sewage systems, pretreatment facilities discharging to public sewers, industrial wastewater treatment that consists solely of land disposal, agricultural digesters and concentrated aquatic production facilities with no biological treatment).

5.2 Sewage Collection Systems

Permittees with a sewage collection system shall comply with the following requirements.

5.2.1 Capacity, Management, Operation and Maintenance (CMOM) Program

- The permittee shall have written documentation of the Capacity, Management, Operation and Maintenance (CMOM) program components in accordance with s. NR 210.23(4), Wis. Adm. Code. Such documentation shall be available for Department review upon request. The Department may request that the permittee provide this documentation or prepare a summary of the permittee's CMOM program at the time of application for reissuance of the WPDES permit.
- The permittee shall implement a CMOM program in accordance with s. NR 210.23, Wis. Adm. Code.
- The permittee shall at least annually conduct a self-audit of activities conducted under the permittee's CMOM program to ensure CMOM components are being implemented as necessary to meet the general standards of s. NR 210.23(3), Wis. Adm. Code.

5.2.2 Sewer Cleaning Debris and Materials

All debris and material removed from cleaning sanitary sewers shall be managed to prevent nuisances, run-off, ground infiltration or prohibited discharges.

- Debris and solid waste shall be dewatered, dried and then disposed of at a licensed solid waste facility.
- Liquid waste from the cleaning and dewatering operations shall be collected and disposed of at a permitted wastewater treatment facility.
- Combination waste including liquid waste along with debris and solid waste may be disposed of at a licensed solid waste facility or wastewater treatment facility willing to accept the waste.

5.3 Sanitary Sewage Overflows and Sewage Treatment Facility Overflows

5.3.1 Overflows Prohibited

Any overflow or discharge of wastewater from the sewage collection system or at the sewage treatment facility, other than from permitted outfalls, is prohibited. The permittee shall provide information on whether any of the following conditions existed when an overflow occurred:

- The sanitary sewer overflow or sewage treatment facility overflow was unavoidable to prevent loss of life, personal injury or severe property damage;
- There were no feasible alternatives to the sanitary sewer overflow or sewage treatment facility overflow such as the use of auxiliary treatment facilities or adequate back-up equipment, retention of untreated wastes, reduction of inflow and infiltration, or preventative maintenance activities;
- The sanitary sewer overflow or the sewage treatment facility overflow was caused by unusual or severe weather-related conditions such as large or successive precipitation events, snowmelt, saturated soil conditions, or severe weather occurring in the area served by the sewage collection system or sewage treatment facility; and
- The sanitary sewer overflow or the sewage treatment facility overflow was unintentional, temporary, and caused by an accident or other factors beyond the reasonable control of the permittee.

5.3.2 Permittee Response to Overflows

Whenever a sanitary sewer overflow or sewage treatment facility overflow occurs, the permittee shall take all feasible steps to control or limit the volume of untreated or partially treated wastewater discharged and terminate the discharge as soon as practicable. Remedial actions, including those in NR 210.21(3), Wis. Adm. Code, shall be implemented consistent with an emergency response plan developed under the CMOM program.

5.3.3 Permittee Reporting

Permittees shall report all sanitary sewer overflows and sewage treatment overflows as follows:

1. The permittee shall notify the department by telephone, fax or email as soon as practicable, but no later than 24 hours from the time the permittee becomes aware of the overflow;
2. The permittee shall, no later than five days from the time the permittee becomes aware of the overflow, provide to the department the information identified in this paragraph using department form number 3400-184. If an overflow lasts for more than five days, an initial report shall be submitted within 5 days as required in this paragraph and an updated report submitted following cessation of the overflow. At a minimum, the following information shall be included in the report:
 - a. The date and location of the overflow;
 - b. The surface water to which the discharge occurred, if any;
 - c. The duration of the overflow and an estimate of the volume of the overflow;
 - d. A description of the sewer system or treatment facility component from which the discharge occurred such as manhole, lift station, constructed overflow pipe, or crack or other opening in a pipe;

- e. The estimated date and time when the overflow began and stopped or will be stopped;
- f. The cause or suspected cause of the overflow including, if appropriate, precipitation, runoff conditions, areas of flooding, soil moisture and other relevant information;
- g. Steps taken or planned to reduce, eliminate and prevent reoccurrence of the overflow and a schedule of major milestones for those steps;
- h. A description of the actual or potential for human exposure and contact with the wastewater from the overflow;
- i. Steps taken or planned to mitigate the impacts of the overflow and a schedule of major milestones for those steps;
- j. To the extent known at the time of reporting, the number and location of building backups caused by excessive flow or other hydraulic constraints in the sewage collection system that occurred concurrently with the sanitary sewer overflow and that were within the same area of the sewage collection system as the sanitary sewer overflow; and
- k. The reason the overflow occurred or explanation of other contributing circumstances that resulted in the overflow event. This includes any information available including whether the overflow was unavoidable to prevent loss of life, personal injury, or severe property damage and whether there were feasible alternatives to the overflow.

Note: A copy of form 3400-184 for reporting sanitary sewer overflows and sewage treatment facility overflows may be obtained from the department or accessed on the department's web site at <http://dnr.wi.gov/topic/wastewater/SSOreport.html>. As indicated on the form, additional information may be submitted to supplement the information required by the form.

3. The permittee shall identify each specific location and each day on which a sanitary sewer overflow or sewage treatment facility overflow occurs as a discrete sanitary sewer overflow or sewage treatment facility overflow occurrence. An occurrence may be more than one day if the circumstances causing the sanitary sewer overflow or sewage treatment facility overflow results in a discharge duration of greater than 24 hours. If there is a stop and restart of the overflow at the same location within 24 hours and the overflow is caused by the same circumstance, it may be reported as one occurrence. Sanitary sewer overflow occurrences at a specific location that are separated by more than 24 hours shall be reported as separate occurrences; and
4. A permittee that is required to submit wastewater discharge monitoring reports under s. NR 205.07(1)(r), Wis. Adm. Code, shall also report all sanitary sewer overflows and sewage treatment facility overflows on that report.

5.3.4 Public Notification

The permittee shall notify the public of any sanitary sewer and sewage treatment facility overflows consistent with its emergency response plan required under the CMOM (Capacity, Management, Operation and Maintenance) section of this permit and s. NR 210.23(4)(f), Wis. Adm. Code. Such public notification shall occur promptly following any overflow event using the most effective and efficient communications available in the community. At minimum, a daily newspaper of general circulation in the county(s) and municipality whose waters may be affected by the overflow shall be notified by written or electronic communication.

6 Standard Requirements

The conditions in ss. NR 205.07(1), 205.07(2), and 205.08(3), Wis. Adm. Code and 40 CFR 122 are included by reference in this permit. Some of these requirements are outlined in the Standard Requirements section of this permit. Requirements not specifically outlined in the Standard Requirements can be found in the ss. NR 205.07(1), 205.07(2), and 205.08, Wis. Adm. Code and 40 CFR 122.

6.1 Reporting Requirements

The permittee shall comply with the following reporting requirements.

6.1.1 More Frequent Monitoring

As specified in NR 205.07(1)(r), if the permittee monitors any parameter more frequently than required by the permit, using test procedures specified in ch. NR 204 or 219, Wis. Adm. Code or as specified in the permit, the results of this monitoring shall be included in the calculation and reporting of the data submitted in the discharge monitoring report.

6.1.2 Noncompliance and Other Reporting

Sanitary sewer overflows and sewage treatment facility overflows shall be reported according to the 'Sanitary Sewer Overflows and Sewage Treatment Facility Overflows' section of this permit.

The permittee shall report the all other types of noncompliance by a telephone call to the department's regional office within 24 hours after becoming aware of the noncompliance:

- any noncompliance which may endanger health or the environment;
- any violation of an effluent limitation resulting from a bypass;
- any violation of an effluent limitation resulting from an upset; and
- any violation of a maximum discharge limitation for any of the pollutants listed by the department in the permit, either for effluent or sludge.

A written report describing the noncompliance shall also be submitted to the department as directed at the end of this permit within 5 days after the permittee becomes aware of the noncompliance. On a case-by-case basis, the department may waive the requirement for submittal of a written report within 5 days and instruct the permittee to submit the written report with the next regularly scheduled monitoring report. In either case, the written report shall contain a description of the noncompliance and its cause; the period of noncompliance, including exact dates and times; the steps taken or planned to reduce, eliminate and prevent reoccurrence of the noncompliance; and if the noncompliance has not been corrected, the length of time it is expected to continue.

A scheduled bypass approved by the department as specified in s. NR 205.07(1)(u)2, Wis. Adm. Code, shall not be subject to the reporting required under this section.

Note: Section 292.11(2)(a), Wis. Stats., requires any person who possesses or controls a hazardous substance or who causes the discharge of a hazardous substance to notify the department **immediately** of any discharge not authorized by the permit. **The discharge of a hazardous substance that is not authorized by this permit or that violates this permit may be a hazardous substance spill. To report a hazardous substance spill, call DNR's 24-hour HOTLINE at 1-800-943-0003.**

6.1.3 Planned Changes

All permittees shall provide adequate advance notice to the department of the changes provided below. Written notice shall provide information on the quality and quantity of effluent introduced

into the treatment system, and any anticipated impact of the change on the quantity or quality of effluent and sludge to be discharged from the treatment system.

- Any new introduction of pollutants into the treatment system from an indirect discharger which would be subject to s. 283.31, Wis. Stats., if it were directly discharging those pollutants; and
- Any substantial change in the volume or character of pollutants being introduced into the treatment system by a source introducing pollutants into the treatment system at the time of permit issuance.

6.2 General Conditions for General Permits

The permittee shall comply with the following general conditions for general permits.

6.2.1 Delegation of Signature Authority

The permittee must provide a delegation of signature authority (DSA) request (Form 3400-220, Delegation of Signature Authority) or equivalent for a duly authorized representative to submit specific documents on the behalf of a responsible executive, officer, manager, partner, or proprietor of a permitted discharge. An executive, officer, manager, partner, or proprietor can only delegate signature authority to a duly authorized representative if that person has responsibility for the overall operation of the facility or activity regulated by this general. The DSA request shall specify the name of the individual and their employment position. The DSA request must be submitted to the department with the NOI or together with the submittal of any required documents. If there are any changes to this request, a new DSA request shall be submitted to the department.

6.2.2 Permit Coverage Transfers

A permit is not transferrable to any person except after notice to the department. Permittees that wish to transfer general permit coverage to a new permittee must submit a Transfer of Coverage (TOC, Form 3400-222). The TOC must be submitted at least thirty (30) days in advance of the proposed transfer date. All TOCs shall be completed by both the existing and new permittees including the “Certification & Signature” section and sent via mail or email to the department. The department will then send a letter to the existing permittee stating that their coverage is terminated under this general permit.

If the quality or quantity of the discharge has not changed at the facility, the department will send a letter of determination that grants coverage to the new permittee under this general permit. If there have been significant changes at the permitted facility, the new permittee shall submit a new NOI to the department.

6.2.3 Permit Coverage Terminations

Permittees that wish to terminate their general permit coverage must submit a Notice of Termination (NOT, Form 3400-221) to the department. All NOTs must be completed by the permittee and including the “Certification & Signature” section and sent via mail or email to the department. The department will then send a termination letter to the permittee stating that their coverage is terminated under this general permit.

6.2.4 Continuation of an Expired General Permit

If a permittee submitted a complete and timely NOI to be covered by this general permit, all conditions of an expired general permit shall continue to apply until the effective date of a new general permit.

6.3 General Conditions for WPDES Permits

The permittee shall comply with the following general conditions for WPDES permits.

6.3.1 Duty to Comply

The permittee shall comply with all conditions of the permit. Any permit noncompliance is a violation of the permit and is grounds for enforcement action; permit coverage termination; or denial of reapplying for permit coverage. If a permittee violates any terms of the permit, the permittee is subject to the penalties established in ch. 283, Wis. Stats.

6.3.2 Property Rights

The permit does not convey any property rights of any sort, or any exclusive privilege. The permit does not authorize any injury or damage to private property or any invasion of personal rights, or any infringement of federal, state or local laws or regulations.

6.3.3 Inspection and Entry

The permittee shall allow an authorized representative of the department, upon the presentation of credentials, to:

- Enter upon the permittee's premises where a regulated facility or activity is located or conducted, or where records are required under the conditions of the permit;
- Have access to and copy, at reasonable times, any records that are required under the conditions of the permit;
- Inspect at reasonable times any facilities, equipment (including monitoring and control equipment), practices or operations regulated or required under the permit; and
- Sample or monitor at reasonable times, for the purposes of assuring permit compliance, any substances or parameters at any location.

6.3.4 Recording of Results

The permittee shall maintain records which provide the following information for each effluent measurement or sample taken:

- the date, exact place, method and time of sampling or measurements;
- the individual who performed the sampling or measurements;
- the date the analysis was performed;
- the individual who performed the analysis;
- the analytical techniques or methods used; and
- the results of the analysis.

6.3.5 Records Retention

The permittee shall retain records of all monitoring information, including all calibration and maintenance records and all original strip chart recordings for continuous monitoring instrumentation, copies of all reports required by the permit, and records of all data used to complete the application for the permit for a period of at least 3 years from the date of the sample, measurement, report or application. All pertinent sludge information, including notice of intent information and other documents specified in the permit or ch. NR 204, Wis. Adm. Code, shall be retained for a minimum of 5 years.

6.3.6 Signatory Requirement

All permit notice of intents, reports and other information requested by the department shall be signed by a responsible executive or municipal officer, manager, partner or proprietor as specified in s. 283.37(3), Wis. Stats., or a duly authorized representative of the officer, manager partner or proprietor that has been delegated signature authority pursuant to NR 205.07(1)(g)2, Wis. Adm. Code.

6.3.7 Duty to Mitigate

The permittee shall take all reasonable steps to minimize or prevent the likelihood of any adverse impacts to public health, the waters of the state, or the environment resulting from noncompliance with the permit.

6.3.8 Duty to Provide Information

The permittee shall furnish the department, within a reasonable time, any information which the department may request to determine whether cause exists for modifying, terminating, suspending, revoking or reissuing the permit or to determine compliance with the permit. The permittee shall give advance notice to the department of any planned changes in the permitted facility or activity which may result in noncompliance with permit requirements. The permittee shall also furnish the department, upon request, copies of records required to be kept by the permittee.

6.3.9 Need to Halt or Reduce Activity Not a Defense

It is not a defense for a permittee in an enforcement action to claim that it would have been necessary to halt or reduce the permitted activity in order to maintain compliance with the conditions of the permit.

6.3.10 Sampling Procedures

The permittee shall take samples and measurements that are representative of the volume and nature of the monitored discharge at points specified in the permit using sample types specified in the permit. The permittee shall also follow the effluent flow measurement and sample collection procedures in ch. NR 218, Wis. Adm. Code.

6.3.11 Testing Procedures

Samples collected under this permit shall be tested for the parameters listed in this permit and follow approved test methods and procedures specified in ch. NR 219, Wis. Adm. Code. If the required level cannot be met by any of the methods available in ch. NR 219, Wis. Adm. Code, then the method with the lowest limit of detection shall be selected. Additional test procedures may be specified in the permit.

6.3.12 Laboratory Certification or Registration

Samples collected under this permit shall be tested and analyzed by a laboratory certified or registered under ch. NR 149, Wis. Adm. Code. A list of Wisconsin DNR accredited laboratories can be found here: <https://dnr.wi.gov/regulations/labCert/LabLists.html>. The following tests are excluded from this requirement:

- Temperature;
- Turbidity;
- Bacteria tests in wastewater effluent and sludges;
- pH;
- Chlorine residual;
- Specific conductance;

- Physical properties of soils and sludges;
- Nutrient tests of soils and sludges; and
- Flow measurements.

6.3.13 Other Information

Where the permittee becomes aware that it failed to submit any relevant facts in a notice of intent or submitted incorrect information in a notice of intent or in any report to the department, it shall promptly submit such facts or correct information to the department.

6.3.14 Permit as Enforcement Shield

Compliance with a permit during its term constitutes compliance for purposes of enforcement with 33 USC 1311, 1312, 1316, 1317, 1328, and 1345 (a) and (b), except for any toxic effluent standard or prohibition, and standards for sewage sludge use or disposal. If a new or revised toxic effluent standard or toxic prohibition becomes effective during the term of the permit, the permittee may be subject to enforcement action if the discharge exceeds the new or revised effluent standard for the toxic pollutant even though the discharge is in compliance with the existing permit. The permittee may also be subject to enforcement action standards for sewage sludge use or disposal. However, a permit may be modified, revoked and reissued, or terminated during its term for cause as set forth in ch. 283, Wis. Stats., and ch. NR 203, Wis. Adm. Code.

6.3.15 Severability

The provisions of this permit are severable, and if any provisions of this permit or the application of any provision of this permit to any circumstance, is held invalid, the application of such provision to other circumstances, and the remainder of this permit, shall not be affected thereby.

7 Summary of Reports Due

FOR INFORMATIONAL PURPOSES ONLY

| Description | Date | Page |
|---|--|------|
| Notice of Intent (NOI) | 30 business days before the expected start date of discharge | 3 |
| Electronic Discharge Monitoring Report (eDMR) | 21 days following the end of the reporting period | 5 |
| Management Plan | 90 days after the effective date of the permit or together with the NOI | 7 |
| Delegation of Signature Authority (Form 3400-220) | Submitted with the NOI or together with the submittal of any required documents. | 14 |
| Notice of Termination (Form 3400-221) | After discontinuing permitted discharge. | 14 |
| Transfer of Coverage (Form 3400-222) | 30 days in advance of the proposed transfer date. | 14 |

Report forms shall be submitted electronically in accordance with the reporting requirements herein. Any facility plans or plans and specifications of the wastewater systems shall be submitted to the Bureau of Water Quality, P.O. Box 7921, Madison, WI 53707-7921. All other submittals required by this permit shall be submitted to the department regional general permit reviewer. A listing of the general permit reviewers for each region with mailing addresses and phone numbers can be found at <http://dnr.wi.gov/topic/wastewater/GeneralPermits.html>