



Portland Water District
FROM SEBAGO LAKE TO CASCO BAY

Industrial Pretreatment Newsletter Issue 3: The Permitting Process

Once a business is identified as an industrial user, what happens next?
Read on to find out about PWD's IPT permitting process.



Step 1: Industrial User Submits Permit Application

Industrial users are asked to complete and submit a permit application. For new users this must be done at least 60 days prior to discharging to the sewer system and is necessary whether you are moving into an existing building or a newly constructed one.

The permit application asks industrial users to provide information about their business, their processes, water usage, wastewater characteristics, wastewater pretreatment (if any), chemical storage and waste storage.

Step 2: PWD Reviews Application Materials

PWD reviews all application materials and determines if the business is a significant industrial user (SIU, see [Issue 2](#) for information on how this designation is determined). If the business is an SIU, then a wastewater discharge permit will be issued.

Step 3: PWD Issues Discharge Permit

For new permittees, a draft permit is prepared and posted on PWD's website for public review. The review period lasts at least 45 days and is advertised in a local newspaper. Anyone can review the draft and submit comments in writing. Following the public notice period, comments (which are very rare) are reviewed and addressed. The permit is updated if necessary, then issued to the industrial user for a 3-year term.

PWD issues two types of permits. The type of permit issued depends on the characteristics and quantity of wastewater discharged:



Full Permit

-A full permit requires wastewater testing on a regular basis for whatever pollutants are deemed necessary to monitor. These will vary depending on individual business processes.

-The submission of discharge reports is required on a regular basis (may be monthly, every other month, quarterly, or semi-annually, depending on wastewater characteristics).

Best Management Practice (or BMP) Permit

-A BMP permit is issued to an industrial user if there is less potential impact to the sewer. BMP permits do not require wastewater testing.

-The submission of semi-annual certifications is required. These assert that best management practices are being followed. Practices could include, for example: following established operations plans; proper disposal of hazardous chemical waste through licensed waste haulers; and/or operating and maintaining pretreatment equipment (such as silver recovery units or grease traps). BMP requirements vary based on the type and quantity of wastewater generated.



The next issue of this e-newsletter will provide details about what information is in the permit to help you understand how to stay in compliance.

Need to catch up on previous issues or want to provide feedback? Visit [PWD's IPT website](#) or send us an [email](#).

