

# PERMIT FACT SHEET

## General Information

Permit Number:	WI-0062901-03-0
Permit Name:	Domestic Wastewater to a Subsurface Soil Absorption System
Permittee:	Point source dischargers in the state of Wisconsin
Discharge Location:	Ground subsurface in the state of Wisconsin
Receiving Water:	Groundwater in the state of Wisconsin

## WPDES Permit Program Background

Chapter 283 of Wisconsin Statutes requires a Wisconsin Pollutant Discharge Elimination System (WPDES) permit for the discharge of any pollutant through a point source into any waters of the state which includes surface waters and groundwater. WPDES permits are issued by the Department of Natural Resources (department) consistent with applicable federal requirements. These permits contain requirements that include pollutant discharge limitations, monitoring and reporting or record keeping requirements, best management practices and other provisions to reduce, eliminate, or minimize the risk of pollutants impacting human health and water quality.

A WPDES permit is an allowance for a facility to discharge a specified amount of a pollutant into the waters of the state under specific conditions. There are two basic types of WPDES permits:

- **Individual permit.** An individual permit is a permit specifically tailored to an individual facility. Once a facility submits a complete application(s), the department develops a draft permit for that particular facility based on the information contained in the permit application (e.g., type of activity, nature of discharge, receiving water quality). After a public participation process, the department may issue the permit to the facility for a specific time period (not to exceed five years) with a requirement that the facility reapply 180 days prior to the expiration date. Public notices are posted for each individual permit application and proposed individual permit permittee.
- **General Permit.** A general permit covers a group or category of dischargers with similar qualities within a designated area of the state under one WPDES permit. A general permit provides coverage to several dischargers. To obtain coverage under a general permit for a discharge of pollutants, an owner or operator must submit a notice of intent (NOI) requesting general permit coverage. General permits have an effective term of 5 years from the date of issuance. If a permittee submitted a complete and timely NOI to be covered by the general permit and the department approves coverage, the discharge of pollutants is then subject to all conditions of the general permit and these terms or conditions shall continue to apply until the effective date of the reissued general permit. Public notices are issued for the general permit and not for the permittee covered under the general permit. A person may apply for general permit coverage at the time a general permit is issued or a person may apply during the term of the permit.

## General Permit Objective

This general permit was created to properly manage discharges of domestic wastewater to a subsurface soil adsorption system to groundwater to reduce the adverse impact on groundwater quality, human

health, and the environment within the state of Wisconsin. The use of this general permit allows the department to allocate resources in a more efficient manner, convey permit coverage in a timely manner, and avoid issuing resource intensive individual permits to each facility. The use of this general permit is also efficient for the applicant as coverage under the general permit can be granted typically within 30 business days where an individual permit may take more than six months after receiving a completed application.

## General Permit Description

This general permit applies to facilities that discharge domestic wastewater or mixed wastewater to a subsurface soil absorption system. This general permit has been created to address those situations where a discharge to surface water is not available or preferred option for wastewater disposal. Eligible discharges under this permit must have a total combined annual average design flow greater than 12,000 gallons per day. All subsurface soil absorption system receiving mainly domestic wastewater must be designed and approved by the Department of Safety and Professional Services (DSPS) in accordance with ch. SPS 383 and concurred with by department in accordance with chs. NR 110 and NR 206, Wis. Adm. Code. The following are examples of specific wastewaters or operations covered under the permit:

**Domestic Wastewater:** Domestic wastewater is wastewater that originates solely from humans and domestic activities from private dwellings or commercial domestic establishments and includes, but not limited to: sanitary, bath, laundry, dishwashing, garbage disposal and the cleaning wastes.

**Mixed Wastewater:** Mixed wastewater is wastewater that contains a combination of domestic and industrial liquid waste. This general permit can cover mixed wastewater discharges if the department determines the mixed wastewater is substantially equivalent to domestic wastewater.

**Subsurface Soil Absorption System:** A subsurface soil absorption system is a soil covered system used to apply pretreated wastewater to an infiltrative soil surface for additional treatment and disposal. Subsurface soil absorption systems may include conventional in-ground systems, at-grade systems, mound systems and drip irrigation systems.

**Pretreatment Systems:** Any technology or combination of technologies that precedes discharge to the subsurface soil absorption system. Common pretreatment system may include a septic tank, septic tank with dosing chamber, septic tank with sand/media filters, and aerobic treatment systems.

## General Permit Summary

This general permit establishes applicability criteria, obtaining permit coverage requirements, monitoring and reporting requirements, management plan requirements, operational requirements, and standard requirements for discharges of domestic wastewater to a subsurface soil adsorption system. The permit requirements are provided to protect human health and protect and maintain the physical, chemical and biological integrity of the soil and groundwater by eliminating or minimizing the discharge of pollutants

## Fact Sheet Organization

This fact sheet serves to explain the rationale and assumptions used in deriving the conditions and requirements set forth in the general permit. Additionally, this fact sheet highlights changes in permit conditions that the department proposes to make when reissuing the Domestic Wastewater to a Subsurface Soil Absorption System WPDES permit. This fact sheet compares conditions in the previous general permit to those in the reissued permit. The previous permit remains in effect until the new permit is reissued. The sections that follow are taken from the permit and are numbered in this fact sheet as they are numbered in the permit.

# 1 Applicability Criteria

According to s. NR 205.08(2), Wis. Adm. Code, the department may include applicability criteria in general permits.

## Changes from Previous Permit

- The discharges covered in Section 1.1 has been revised to better explain applicable conditions under the permit.
- The discharges not covered in Section 1.2 has been expanded to clearly define all discharges not applicable under this permit. The following discharges were added to the discharges not covered under Section 1.2:
  - 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 to remain eligible under this permit pursuant to s. NR 206.10(3)(d), Wis. Adm. Code.
  - Discharges that contain only 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 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.
- Section on the granting of coverage has been moved to Section 2.

## 1.1 Discharges Covered

This permit is applicable to publicly owned treatment works or privately-owned treatment works which result in a point source discharge to a subsurface soil absorption system. The discharge must only consist of domestic wastewater or mixed wastewater. The total combined annual average design flow of the system must be greater than 12,000 gallons per day and the maximum annual average flow does not exceed 15,000 gallons per day or does not require groundwater monitoring in accordance with s. NR 206.10, Wis. Adm. Code. Additionally, all subsurface soil absorption systems that received domestic wastewater must be designed and approved by DSPS and concurred with by the department in accordance with chs. NR 110 and NR 206, Wis. Adm. Code.

## 1.2 Discharges Not Covered

According to 40 CFR 122.28(a)(4)(ii), general permits may exclude specified sources from coverage. Below is an explanation for all discharges not covered under the permit.

**Groundwater Monitoring:** The 15,000 gpd threshold was chosen as this is the level which a single-level groundwater monitoring system is required in accordance s. NR 206.10(3), Wis. Adm. Code. Groundwater monitoring systems require more review and oversight as provided by an individual permit. The department may waive the requirement to install a groundwater monitoring well system for discharges with maximum annual average flow rates equal to or greater than 15,000 gpd to remain eligible under this permit pursuant to s. NR 206.10(3)(d), Wis. Adm. Code. Criteria which will be evaluated to waive groundwater monitoring include degree of treatment of the effluent, depth to groundwater and bedrock, nature of the bedrock, soil permeability, directions and rate of groundwater flow, vertical and horizontal flow gradients, existing groundwater quality, downgradient uses of the groundwater and compliance with standards in ch. NR 140, Wis. Adm. Code.

**Industrial Liquid Waste:** Discharges that consist only of industrial liquid wastes to a subsurface soil absorption system are not eligible under this permit. Instead these discharges may be covered under the Industrial Liquid Waste to a Subsurface Soil Absorption System WPDES General Permit (No. WI-0055611) or an individual permit. This permit may allow mixed domestic and industrial liquid waste discharges if the discharge is substantially equivalent to domestic wastewater.

**Toxic or Hazardous Substances:** In accordance with s. NR 206.07(2)(c), Wis. Adm. Code, the discharge of toxic or hazardous substances to a subsurface soil absorption system shall be prohibited unless the applicant can demonstrate and the department determines that the discharge of such pollutants will be in such small quantities that no detrimental effect on groundwater or surface water will result. The criteria used shall include but not be limited to the toxicity of the pollutant, capacity of the soil to remove the pollutant, degradability, usual or potential presence of the pollutant in the existing environment, method of application and all other relevant factors.

**Source Water Protection Area:** The 1996 Safe Drinking Water Act Amendments required states to complete source water assessments for all public water systems. As a part of these assessments, states delineated source water protection areas for their water systems. If the discharge from a subsurface soil adsorption system is within a source water protection area, it may pose a risk to source water contamination and may not be eligible under the permit. The department may allow the discharge on a case-by-case basis if the department determines that the public water system will not be susceptible to the subsurface soil adsorption system discharge within the source water protection area.

**Endangerment of an Underground Source of Drinking Water:** In accordance with s. NR 815.07(4), Wis. Adm. Code, the department may not approve the construction or use of any subsurface soil adsorption system that would result in the endangerment of an underground source of drinking water. Endangerment is any exceedance of an enforcement standard in ch. NR 140, Wis. Adm. Code as defined in s. NR 815.03(16), Wis. Adm. Code. Any aquifer or groundwater, or portion

of any aquifer or groundwater, located within the jurisdictional boundaries of the state of Wisconsin is an underground source of drinking water pursuant to s. NR 815.05(1), Wis. Adm. Code.

**Prevent Proper Operation of the System:** In accordance with s. NR 206.07(2) (b), Wis. Adm. Code, no discharge to the system may have physical or chemical characteristics which prevent the proper operation of the land disposal system.

**Land Surface:** Discharges to the land surface prior to or after discharge to the subsurface soil absorption system are not eligible under this permit. These types of discharges are prohibited by DSPS under s. SPS 383.32(1)(f), Wis. Adm. Code.

**Drain Tiles:** Discharges from subsurface soil absorption systems to agricultural drain tiles or other drainage systems that discharge to surface waters or directly to groundwater are not eligible under this permit. These types of discharges are prohibited by DSPS under s. SPS 383.32(1)(e), Wis. Adm. Code.

**Endangered and Threatened Resources:** Discharges that affect endangered and threatened resources are not eligible for this permit, 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. Facilities with discharges that require more oversight to ensure that they do not violate these protection requirements may need to be covered by an individual permit. If the permittee has reason to believe that endangered and threatened resources will be impacted, then further Wisconsin Natural Heritage Inventory (NHI) screening should be conducted by the permittee. Please contact the [ER Review Program](#) if you need information about whether a proposed project may impact rare species or other sensitive resources.

**Historical Properties:** 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., are not eligible for this permit, 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. The department is required by law to review the project for historic preservation compliance. Please contact the [DNR Archaeologist](#) with any questions.

**Groundwater Standards:** The discharges from facilities to a subsurface soil absorption system eligible for this general permit are not expected to exceed groundwater standards. Facilities with discharges that have a reasonable potential to violate groundwater standards in ch. NR 140, Wis. Adm. Code, may be issued an individual WPDES permit.

## 2 Obtaining Permit Coverage

### 2.1 Submittal of a Notice of Intent

In accordance with s. NR 205.08(3), Wis. Adm. Code, on a case-by-case basis the department may by letter require a discharger to submit a notice of intent (NOI) to be covered by a general permit. Additionally, general permits shall specify the deadlines for submitting NOI to be covered under the permit as specified by 40 CFR 122.28(b)(2)(iii). Therefore, the applicant must submit a complete NOI under the general permit to the department at least thirty (30) business days before the expected start date of discharge.

**Note:** As of December 21, 2020, all NOIs submitted in compliance with this section must be submitted electronically by the discharger in compliance with 40 CFR 122.28(b)(2)(i) and 40 CFR 127. 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

In accordance with s. 283.37(6), Wis. Stats., the department may require the owner or operator to submit information regarding any discharge. Therefore, the department may require an applicant to submit data necessary to complete any deficient NOI, any additional data other than that requested in the NOI or a new complete NOI where the deficiencies are extensive or the appropriate form has not been used.

### 2.3 Granting of Coverage

In accordance with s. NR 205.08(3), Wis. Adm. Code, following receipt of a complete NOI, the department shall issue a determination on whether a discharger is covered by a general permit. Additionally, general permits shall specify whether a discharger that has submitted a complete and timely notice of intent to be covered in accordance with the general permit and that is eligible for coverage under the permit, is authorized to discharge in accordance with the permit upon receipt of notification of inclusion by the department pursuant to 40 CFR 122.28(b)(2)(iv). Therefore, the permit requires that the applicant receive a coverage letter from the department prior to commencing discharge to the waters of the state. Upon receipt of the coverage letter, the applicant is hereby granted coverage and authorized to discharge to the waters of the state under the general permit. If the applicant has not received a coverage letter from the department, they are not permitted to discharge.

**Note:** In accordance with s. NR 205.08(5), Wis. Adm. Code, 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

According to s. NR 205.08(2), Wis. Adm. Code, the department may include monitoring and reporting requirements in general permits. The permittee shall comply with following monitoring and reporting requirements.

#### 3.1 Sampling Point(s)

In accordance with s. NR 218.07, Wis. Adm. Code, the location of sampling points shall be as specified in an applicable permit. 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

Samples shall be taken at the frequencies specified in the WPDES permit authorizing discharge pursuant to s. NR 218.10, Wis. Adm. Code. 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	
BOD <sub>5</sub> , 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	

#### Changes from Previous Permit

None as this is a new section.

## **Explanation of Monitoring Requirements and Effluent Limitations**

**Flow Rate:** In accordance with s. NR 206.09(1), Wis. Adm. Code, the discharges to subsurface absorption systems shall be monitored for total daily discharge volume. Therefore, the permittee is required to measure the flow rate each day there is a discharge. The maximum annual average flow rate limit of 15,000 gpd is based on the level that groundwater monitoring is required pursuant to s. NR 206.10, Wis. Adm. Code.

**Total BOD<sub>5</sub>, Organic Dissolved Nitrogen, Ammonia Dissolved Nitrogen, Total Dissolved Solids, and Dissolved Chlorides:** In accordance with s. NR 206.09(1), Wis. Adm. Code, discharges to subsurface soil absorption systems shall be monitored at least quarterly for BOD<sub>5</sub>, organic nitrogen, ammonia nitrogen, total dissolved solids and chlorides. Therefore, the permittee is required to monitor and sample for these parameters in the pretreated effluent.

### **3.2.2 Flow Rate Monitoring**

Flow rate monitoring will allow the permittee to determine the maximum annual average flow rate and evaluate the continued eligibility under this permit. In accordance with s. NR 206.09(4), Wis. Adm. Code, the procedures for measuring flow and taking samples of discharges shall be those set forth in ch. NR 218, Wis. Adm. Code. Therefore, 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 using methods specified in s. NR 218.04(15), Wis. Adm. Code. In accordance with s. NR 218.05(1), publicly owned treatments works are required to continuously measure the flow rate with a continuous recording device. Additionally, these devices shall be calibrated, and the calibration rechecked at least annually pursuant to s. NR 218.06(1), Wis. Adm. Code.

The permittee shall keep and maintain records of all discharge and shall be retained for a period of three years pursuant to s. NR 205.07(1)(f), Wis. Adm. Code. Records shall be made available for department inspection and submitted to the department upon request pursuant to ss. NR 205.07(1)(d) and (L), Wis. Adm. Code.

### **3.2.3 Flow Rate Limit Waiver**

The department may waive the flow rate limit for discharges with annual average flow rates equal to or greater than 15,000 gpd to remain eligible under this permit if the discharge meets the groundwater monitoring waiver requirements in s. NR 206.10(3)(d), Wis. Adm. Code. Criteria which will be evaluated to waive this requirement include degree of treatment of the effluent, depth to groundwater and bedrock, nature of the bedrock, soil permeability, directions and rate of groundwater flow, vertical and horizontal flow gradients, existing groundwater quality, downgradient uses of the groundwater and compliance with ch. NR 140 standards

## **3.3 Reporting and Recordkeeping Requirements**

According to s. NR 205.08(2), Wis. Adm. Code, the department may include reporting requirements in general permits. 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 by the date indicated on the form. 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.



### **3.3.2 Reporting Conventions**

The permittee shall use the conventions specified in the permit when reporting effluent monitoring results except when noted otherwise in the permit. These conventions are in accordance with ss. NR 106.07(6)(e) and NR 106.14(3), Wis. Adm. Code.

### **3.3.3 Daily Log**

The permittee shall keep and maintain records of all discharge activities and shall be retained for a period of three years pursuant to s. NR 205.07(1)(f), Wis. Adm. Code. Records shall be made available for department inspection and submitted to the department upon request pursuant to ss. NR 205.07(1)(d) and (L), Wis. Adm. Code.

## **4 Management Plan Requirements**

The permittee shall comply with following requirements.

### **Changes from Previous Permit**

- Management plan requirements have been revised to be consistent with management plan requirements in ss. NR 110.25(3m) and NR 206.07(2)(h), Wis. Adm. Code.

#### **4.1 Implementation**

Pursuant to s. NR 206.07(2)(h), Wis. Adm. Code, the subsurface soil absorption system shall be operated in conformance with an approved management plan.

#### **4.2 Submittal of the Management Plan**

Pursuant to s. NR 110.25(3m), Wis. Adm. Code, a management plan shall be submitted to the department for all subsurface soil absorption systems. The management plan shall conform to the requirements of s. NR 110.25 (3m), Wis. Adm. Code, and this general permit.

#### **4.3 Management Plan Content**

The management plan content is from s. NR 110.25(3m)(b), Wis. Adm. Code.

#### **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 pursuant to s. NR 205.07(1)(f), Wis. Adm. Code. 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**

Pursuant to s. NR 206.07(2)(h)4., Wis. Adm. Code, 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 BMP plan is amended to determine if the amendment requires department approval pursuant to s. NR 206.07(2)(h)5., Wis. Adm. Code.

#### **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 operational requirements.

### Changes from Previous Permit

- Prohibitions on discharges to the ground surface and drain tiles and discharges of toxic substances have been moved to discharges not covered under Section 1.2.
- Section on management plan requirements have been revised and moved to Section 4.
- Operation and performance requirements have been revised and moved to Section 5.1.
- Operator certification requirements have been added under Section 5.1.9.
- Sewage collection system requirements have added to the permit for those permittees with a collection system under Section 5.2 and 5.3.
- Compliance maintenance annual reporting (CMAR) requirements have been removed from the permit as subsurface soil absorption systems are operated under a management plan and that the CMAR does not fit these types of systems.

### 5.1 System Operation Requirements

#### 5.1.1 Pretreatment

In accordance with s. NR 206.07(2)(e), Wis. Adm. Code, all municipal and domestic wastewater subsurface soil adsorption systems shall be preceded by a biological, chemical or physical treatment or a combination of treatments approved by the department.

#### 5.1.2 Design Flow

The volume of discharge to the subsurface soil absorption system shall not exceed the design flow of the system in accordance with s. NR 110.25(4)(a), Wis. Adm. Code.

#### 5.1.3 Removed Substances

In accordance in s. NR 205.07(1)(j), Wis. Adm. Code, 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 the permit. Therefore, the permittee shall remove solids, septage, sludges, scum, debris, trash, grit, or other material from the treatment components of the system as established in the management plan. Pursuant to s. NR 205.07(2)(dm), Wis. Adm. Code, any disposal of grit, screenings, scum, sludges or other solids generated as a result of wastewater treatment processes shall be prohibited unless such disposal is authorized by a WPDES permit or other department license or approval.

#### 5.1.4 Prohibited Wastes

This condition is included by reference from s. NR 205.07(2)(b), Wis. Adm. Code.

#### 5.1.5 Bypass

This condition is included by reference from s. NR 205.07(1)(u), Wis. Adm. Code.

#### 5.1.6 Scheduled Bypass

This condition is included by reference from s. NR 205.07(1)(u), Wis. Adm. Code.

#### 5.1.7 Controlled Diversions

This condition is included by reference from s. NR 205.07(1)(v), Wis. Adm. Code.

### **5.1.8 Proper Operation and Maintenance**

This condition is included by reference from s. NR 205.07(1)(j), Wis. Adm. Code.

### **5.1.9 Operator Certification**

This condition is included by reference from ss. NR 114.53 and NR 205.07(1)(j), Wis. Adm. Code.

## **5.2 Sewage Collection System**

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

All permittees shall implement a capacity, management, operation, and maintenance program. The requirements in the permit are included by reference from s. NR 210.23, 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. These conditions are included by reference from s. NR 210.23(4)(d)4., Wis. Adm. Code.

## **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. These conditions are included by reference from s. NR 210.21(1), Wis. Adm. Code.

### **5.3.2 Permittee Response to Overflows**

The permittee response to overflow procedures are included by reference from s. NR 210.21(3), Wis. Adm. Code.

### **5.3.3 Permittee Reporting**

The permittee reporting procedures of overflows are included by reference from s. NR 210.21(4), Wis. Adm. Code.

### **5.3.4 Public Notification**

The public notification procedures of overflows are included by reference from s. NR 210.21(5), Wis. Adm. Code.

## **6 Standard Requirements**

Both the current permit and new permit provide a Standard Requirements (SR) section that contains conditions and requirements that are, for the most part, applicable to all industrial permittees.

### **Changes from Previous Permit**

Changes to the standard requirements section include:

- SR Section 6.2.1: The permit now explains requirements on how to delegate signature authority for a duly authorized representative.
- SR Section 6.2.2: The permit now explains requirements on how to transfer permit coverage to a new permittee.
- SR Section 6.2.3: The permit now explains requirements on how to terminate permit coverage.
- SR Sections 6.1.1-6.1.2, 6.3.1, 6.3.4-6.3.9, and 6.3.13-6.3.15. These sections are required to be included all WPDES permit issued by the department as well as permits for POTWs.
- SR Sections 6.3.10-6.3.12: The permit now explains sampling and testing procedures as well as the requirement for testing performed by a certified or registered laboratory with exclusions.

### **6.1 Reporting Requirements**

According to s. NR 205.08(2), Wis. Adm. Code, the department may include reporting requirements in general permits. The reporting requirements are included by reference from ss. NR 205.07(1) and (2), Wis. Adm. Code.

### **6.2 General Conditions for General Permits**

According to s. NR 205.08(2), Wis. Adm. Code, the department may include general conditions in general permits. The general conditions for general permits are included by reference from 40 CFR Parts 122.28(b)(2)(i), 122.61(b) and 122.64(c), and s. NR 205.07(1), Wis. Adm. Code.

### **6.3 General Conditions for WPDES Permits**

The general conditions for WPDES permits are included by reference from chs. NR 205.07(1) and (2), NR 219.037, and 33 USC 1251.

## **7 Summary of Reports Due**

A summary of reports due has been added for informational purposes for permittee and to be consistent with individual WPDES permits.

### **Other Changes from Previous Permit**

- Obtaining permit coverage requirements have been added to the permit under Section 2 to provide instruction and guidance to applicants on how to apply for coverage under this general permit.
- Monitoring and reporting requirements have been added to the permit under Section 3 to be consistent with wastewater monitoring requirements in s. NR 206.09(1), Wis. Adm. Code for large scale subsurface soil absorption systems.
- The summary of reports due in Section 7 has been added to the permit to clearly summarize the due dates for all applicable reports, plans, or notices.

## **Attachments**

A. Definitions

B. Notice of Intent Form

Prepared by:

**Trevor J. Moen**  
**Wastewater Engineer**  
**Bureau of Water Quality**

**Date: 02/20/2019**

## **Attachment A – Definitions**

The definitions of terms used in this general permit are based on their applicability to the type of operations and activity covered under this general permit. The definitions of these terms are included by reference from department guidance, 40 CFR 122.2 and chs. NR 110, NR 200, NR 205, NR 206, NR 210, NR 211, NR 214 and NR 218, Wis. Adm. Code. Definitions not specifically outlined in this section can be found in Wisconsin Administrative Code, Wisconsin Statutes, or 40 CFR. Each term is provided with its code reference. If the terms below are found to be inconsistent with the definition in code, permittees shall refer to the code definition.

### **Best Management Practices**

Best management practices or BMPs means schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to prevent or reduce the pollution of waters of the state. BMPs also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw material storage. (*40 CFR 122.2*)

### **Business Days**

Business days means each day except Saturday; Sunday; January 1; the third Monday in January, which shall be the day of celebration for January 15; the last Monday in May, which shall be the day of celebration for May 30; July 4; the first Monday in September; the 4th Thursday in November; December 24; December 25; December 31; and the day following if January 1, July 4 or December 25 falls on Sunday. (*s. NR 200.02(1), Wis. Adm. Code*)

### **Continuous**

Continuous or continuously used to specify the type of sample for flow measurement, means the determination of daily flow at the frequency specified using methods of s. NR 218.05 (1), (3) (a) or (4) appropriate to the type of waste flow involved. (*s. NR 218.04(17), Wis. Adm. Code*)

### **Daily Sampling Frequency**

Daily sampling frequency means sampling the discharge once in a 24-hour day. If there is no discharge during a day, the permittee shall state this on the discharge monitoring report form.

### **Domestic Wastewater**

Domestic wastewater means the type of wastewater normally discharged from plumbing facilities in private dwellings or commercial domestic establishments and includes, but is not limited to, sanitary, bath, laundry, dishwashing, garbage disposal and cleaning wastewaters. (*s. NR 205.03(14), Wis. Adm. Code*)

### **Estimated**

Estimated used to specify the type of sample for flow measurement, means a reasonable approximation of the average daily flow based on water balance, an uncalibrated weir, or any of the methods included in s. NR 218.05(3)(b), Wis. Adm. Code, disregarding requirements for continuously recording flow. (*s. NR 218.04(15), Wis. Adm. Code*)

### **Grab Sample**

Grab sample means a single sample taken at one moment of time or a combination of several smaller samples of equal volume taken in less than a 2-minute period. Where the term is used in connection with monitoring temperature or pH it means a single measurement. This sample shall represent the highest effluent concentration known or expected to occur under normal operating conditions. (*s. NR 218.04(10), Wis. Adm. Code*)

## **Groundwater**

Groundwater means the portion of subsurface water which is within the zone of saturation and includes but is not limited to perched water tables, shallow regional groundwater tables, and aquifers or zones that are seasonally, periodically or permanently saturated. (*s. NR 205.03(17), Wis. Adm. Code*)

## **Industrial Liquid Waste**

Liquid waste means process wastewater and waste liquid products, including silage leachate, whey, whey permeate, whey filtrate, contact cooling water, cooling or boiler water containing water treatment additives, and wash water generated in industrial, commercial and agricultural operations which result in a point source discharge to a land treatment system. (*s. NR 214.03(27), Wis. Adm. Code*)

## **Large Scale Soil Absorption System**

Large scale soil absorption system means a private sewage system or subsurface soil absorption system which has a design capacity of more than 12,000 gallons per day where design capacity is calculated in accordance with s. NR 200.03(4), Wis. Adm. Code. (*s. NR 206.03(17), Wis. Adm. Code*)

## **Municipal Wastewater**

Municipal wastewater means the mixture of domestic, process and other wastewater tributary to any given municipal sanitary sewage or treatment system. (*s. NR 205.03(19), Wis. Adm. Code*)

## **Privately-Owned Domestic Wastewater Treatment Works**

Privately-owned domestic wastewater treatment work means facilities which treat domestic wastewater and which are owned and operated by non-municipal entities or enterprises such as mobile home parks, restaurants, hotels, motels, country clubs, etc., which are permitted under ch. 283, Wis. Stats. (*s. NR 206.03(18), Wis. Adm. Code*)

## **Process Wastewater**

Process wastewater means any water which, during manufacturing or processing, comes into direct contact with or results from the production or use of any raw material, intermediate product, finished product, byproduct, or waste product, and is likely to contain in solution or suspension various components of such raw materials or products. (*s. NR 205.03(30), Wis. Adm. Code*)

## **Publicly Owned Treatment Works**

Publicly owned treatment works or POTW means a treatment works which is owned by a municipality and any sewers that convey wastewater to such a treatment works. This definition includes any devices or systems used by a municipality in the storage, treatment, recycling, and reclamation of municipal sewage or liquid industrial wastes. The term also means the municipality or local unit of government which has jurisdiction over the indirect discharges to, and the discharges from, such a treatment works. (*s. NR 211.03(30), Wis. Adm. Code*)

## **Quarterly Sampling Frequency**

Quarterly sample frequency means monitoring four times per year; once anytime during each of the four annual quarters (Jan.-Feb.-March, April-May-June, July-Aug.-Sept., Oct.-Nov.-Dec.). If there is no discharge during a quarter, the permittee shall state this on the discharge monitoring report form.

## **Sanitary Sewer Overflow**

Sanitary sewer overflow means a release of wastewater from a sewage collection system or an interceptor sewer directly into a water of the state or to the land surface. (*s. NR 210.03(10), Wis. Adm. Code*)

## **Sewage Collection System**

Sewage collection system means the common sanitary sewers, interceptor sewers, and appurtenant equipment, such as lift stations, within a sewerage system which are primarily installed to receive wastewaters directly from facilities which convey wastewater from individual structures or from private



property, and which include service connection "Y" fittings designed for connection with those facilities. The facilities which convey wastewater from individual structures, such as building sewers and private interceptor sewers, from private property to the public sanitary sewer, or its equivalent, are specifically excluded from the definition of "sewage collection system"; except that pumping units and pressurized lines for individual structures or groups of structures are included as part of a "sewage collection system" when such units are cost effective and are owned and maintained by the sewerage system owner. (*s. NR 110.03(28), Wis. Adm. Code*)

### **Sewage Treatment Facility Overflow**

Sewage treatment facility overflow means a release of wastewater from a location within a sewage treatment facility, other than permitted effluent outfall structures, directly to a water of the state or to the land surface. A sewage treatment facility overflow does not include blending, controlled diversions or discharges from permitted combined sewage treatment facility effluent outfall structures. (*s. NR 210.03(13), Wis. Adm. Code*)

### **Waters of the State**

Waters of the state means those portions of Lake Michigan and Lake Superior within the boundaries of Wisconsin, all lakes, bays, rivers, streams, springs, ponds, wells, impounding reservoirs, marshes, water courses, drainage systems and other surface or groundwater, natural or artificial, public or private within the state or under its jurisdiction, except those waters which are entirely confined and retained completely upon the property of a person. (*s. NR 205.03(44), Wis. Adm. Code*)

## **Attachment B – Notice of Intent Form**

**Notice:** Pursuant to chs. NR 200 and 205, Wis. Adm. Code, this notice of intent (NOI) is required to request coverage under the Wisconsin Pollutant Discharge Elimination System (WPDES) Permit No. WI-0062901-03-0 for discharges of domestic wastewater to a subsurface soil absorption system to the groundwater of the state of Wisconsin. Failure to complete this form in its entirety may result in a returned NOI or a denied NOI. Personal information collected will be used for administrative purposes and may be provided to requestors to the extent required by Wisconsin Open Records law [ss. 19.31-19.39, Wis. Stats.].

**SECTION I: FACILITY OWNER INFORMATION**

Facility Owner/Responsible Party Name (Municipality, Company or other)

Owner Authorized Representative (AR) (First and Last Name)	AR Title		
Mailing Address (i.e. PO Box, Street, or Route)	City, Village, or Town	State	ZIP Code
Email Address	Phone No. (include area code)	Alternative Phone No.	

**SECTION II: APPLICANT INFORMATION**

Check if same as authorized representative

Applicant Name (Municipality, Company or other)

Contact (First and Last Name)	Title		
Mailing Address (i.e. PO Box, Street, or Route)	City, Village, or Town	State	ZIP Code
Email Address	Phone No. (include area code)	Alternative Phone No.	

**SECTION III: FACILITY CONTACT INFORMATION**

**General Permit Contact (First and Last Name)**

Title	Company		
Mailing Address (i.e. PO Box, Street, or Route)	City, Village, or Town	State	ZIP Code
Email Address	Phone No. (include area code)	Alternative Phone No.	

**Discharge Monitoring Contact (First and Last Name)**

Title	Company		
Mailing Address (i.e. PO Box, Street, or Route)	City, Village, or Town	State	ZIP Code
Email Address	Phone No. (include area code)	Alternative Phone No.	

**Facility Operator/Plant Manager (First and Last Name)**

Title	Company		
Mailing Address (i.e. PO Box, Street, or Route)	City, Village, or Town	State	ZIP Code
Email Address	Phone No. (include area code)	Alternative Phone No.	

# Notice of Intent (NOI) Domestic Wastewater to a Subsurface

WPDES Permit No. WI-0062901-03-0

Form 3400-236 (R 02/19)

## SECTION IV: FACILITY LOCATION INFORMATION

Facility Name	County (of facility/project location)	<input type="radio"/> City <input type="radio"/> Town <input type="radio"/> Village of
---------------	---------------------------------------	---

Physical Address (i.e. Street, Road, Route, or other) \_\_\_\_\_

Public Land Survey System (PLSS)

QQ of \_\_\_\_\_ Q of \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ N Range \_\_\_\_\_  E  W      Latitude: \_\_\_\_\_      Longitude: \_\_\_\_\_

**Note:** PLSS can be identified on the Surface Water Data Viewer here: <https://dnr.wi.gov/topic/surfacewater/Swdv/>.

Provide a list of all subsurface soil absorption systems found at the facility site:

Subsurface Soil Absorption System Type	Pretreatment System Type	Annual Average Design Flow (gallons per day)

**Note: Subsurface Soil Absorption Type:** The applicant shall state the type of subsurface soil absorption that is used at the site. A subsurface soil absorption system is a soil covered system used to apply pretreated wastewater to an infiltrative soil surface for additional treatment and disposal. Subsurface soil absorption systems may include conventional in-ground systems, at-grade systems, mound systems and drip irrigation systems.

**Pretreatment System Type:** The applicant shall specify the pretreatment system that will be used at the site. Any technology or combination of technologies that precedes discharge to the subsurface soil absorption system. Common pretreatment system may include a septic tank, septic tank with dosing chamber, septic tank with sand/media filters, and aerobic treatment systems.

**Annual Average Design Flow:** The applicant shall specify and determine the total combined annual average design flow rate of the subsurface soil absorption system(s) located at the site. To be applicable under this general permit, the total combined annual average design flow rate must be greater than 12,000 gallons per day. The annual average design flow rate must be calculated in accordance with ss. NR 200.03(4) or NR 200.03(5), Wis. Adm. Code.

## SECTION V: DISCHARGE CHARACTERIZATION

Type of Wastewater (e.g. Domestic Wastewater, Industrial Liquid Waste)	Outfall # (e.g. 001, 002, etc.)	Annual Average Flow (gallons per day)	Discharge Frequency

**Note: Type of wastewater:** The permittee shall state each wastewater type that is discharged to the subsurface soil absorption system. The applicant may consider the wastewater types below:

- **Domestic wastewater** means the type of wastewater normally discharged from plumbing facilities in private dwellings or commercial domestic establishments and includes, but is not limited to, sanitary, bath, laundry, dishwashing, garbage disposal and cleaning wastewaters (s. NR 205.03(14), Wis. Adm. Code). Wastewater from restaurants is considered to be domestic wastewater.
- **Industrial liquid waste** means process wastewater and waste liquid products, including silage leachate, whey, whey permeate, whey filtrate, contact cooling water, cooling or boiler water containing water treatment additives, and washwater generated in industrial, commercial and agricultural operations which result in a point source discharge to a subsurface soil absorption system (s. NR 214.03(27), Wis. Adm. Code).
- **Mixed Wastewater:** Mixed wastewater means wastewater that contains a combination of domestic and industrial liquid waste. This general permit can cover mixed wastewater discharges if the department determines the mixed wastewater is substantially equivalent to domestic wastewater.

**Outfall:** For this general permit an outfall is the point where the wastewater will drain from the subsurface soil absorption field into the soil then to groundwater. The applicant should state each separate subsurface soil absorption system located at the site with an outfall number starting at 001.

**Annual Average Flow:** For new applicants when no flow data is available, the applicant shall approximate the highest expected annual average wastewater volume discharged to the subsurface soil absorption system. For existing permittees, the annual average flow shall be determined by the average daily wastewater volume discharged to the subsurface soil absorption system for the previous 24 months. To be applicable under this general permit, the annual average flow rate must be less than 15,000 gallons per day.

**Discharge Frequency:** The applicant shall specify the discharge frequency to the subsurface soil absorption system. Discharge frequency may include continuous, 8 hours per day, once per month, once per year, etc.

## Notice of Intent (NOI) Domestic Wastewater to a Subsurface

WPDES Permit No. WI-0062901-03-0

Form 3400-236 (R 02/19)

Page 3 of 4

### SECTION VI: ELIGIBILITY CHECKLIST

1. Will the wastewater discharge not contain any toxic or hazardous substances (such as phenolics, metals, solvents, lubricants, biocides, pesticides, bioaccumulative organics) or the substances are at 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?  
 Yes. **Proceed to question 2.**  
 No. **Your discharge is not eligible for this General Permit.** Skip the rest of the checklist and complete the certification section on the last page. Contact the Department to obtain an application for an individual WPDES discharge permit.

---

2. To the fullest extent of your knowledge, will the discharge from subsurface soil absorption system not result in the endangerment of an underground source of drinking water and not be located in a source water protection area?  
 Yes. **Proceed to question 3.**  
 No. **Your discharge is not eligible for this General Permit.** Skip the rest of the checklist and complete the certification section on the last page. Contact the Department to obtain an application for an individual WPDES discharge permit.

---

3. To the fullest extent of your knowledge, will the subsurface soil absorption system be 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?  
 Yes. **Proceed to question 4.**  
 No. **Your discharge is not eligible for this General Permit.** Skip the rest of the checklist and complete the certification section on the last page. Contact the Department to obtain an application for an individual WPDES discharge permit.

---

4. Will the discharge from the subsurface soil absorption system be directed to the land surface, drain tile or surface water?  
 Yes. **Your discharge is not eligible for this General Permit.** Skip the rest of the checklist and complete the certification section on the last page. Contact the Department to obtain an application for an individual WPDES discharge permit.  
 No. **Proceed to question 5.**

---

5. Is a management plan consistent with Section 4 of the general permit to operate and maintain the subsurface soil absorption system attached to this NOI?  
 Yes. **Proceed to question 6.**  
 No. **A management plan or amended management plan is required to operate under this general permit.** Check one of the following options and proceed to question 6.  
 For a new permittee (that did not have coverage under the previous permit), the management plan shall be attached to this NOI. **This form will be considered incomplete and returned to you.**  
 For an existing permittees (that had coverage under the previous permit), an amended management plan shall be submitted to the Department for review within 90 days after the effective date of this general permit unless the permittee notifies the department and the department determines 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.

**Note:** A fillable management plan form (Form 3400-237) is available on the general permits webpage (<https://dnr.wi.gov/topic/wastewater/GeneralPermits.html>). Applicants may complete and submit this fillable form to satisfy the management plan requirement, or applicant may prepare their own management plans without using the form; use of the form is optional.

---

6. Have plans and specifications of the subsurface soil absorption system been approved by the Department of Safety and Professional Services (DSPS) or County in accordance with ch. SPS 383, Wis. Adm. Code, and concurred with by the Department of Natural Resources under chs. NR 110, and NR 206, Wis. Adm. Code?  
 Yes. **Please attach the DSPS/County approval letter and DNR concurrence letter. Proceed to question 7.**  
 No. **Please contact plan review staff to find out how to get the plans approved. Proceed to question 7.**  
**Note:** Department wastewater plan review staff can be found here: <http://dnr.wi.gov/topic/wastewater/planreviewers.html>.  
Additionally, department plan submittal requirements can be found here: <http://dnr.wi.gov/topic/wastewater/AdequateSubmittal.html>.

---

7. Is a site map or plan attached to this application that shows the facility location and the location of the subsurface soil absorption system?

# Notice of Intent (NOI) Domestic Wastewater to a Subsurface

WPDES Permit No. WI-0062901-03-0

Form 3400-236 (R 02/19)

Page 4 of 4

- Yes. Proceed to section VII.
- No. This form will be considered incomplete and returned to you.

## SECTION VII: COMMENTS

## SECTION VIII: CERTIFICATION

*This form must 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 s. NR 205.07(1)(g)2., Wis. Adm. Code. To delegate signatory authority to a duly authorized representative, please complete and attach a Delegation of Signature Authority (DSA) form (Form 3400-220) to this NOI.*

I certify under penalty of law that these documents 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.

Authorized Representative Print Name	Title
Authorized Representative Signature	Date Signed
Applicant Print Name	Title
Applicant Signature (If different from Authorized Representative)	Date Signed

Please print and sign this certification page. Scan and email the completed form, certification page and any other supporting information to the department regional general permit reviewer at least thirty (30) business days before the expected start date of discharge. 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>. Please scroll to the "How to Apply" section and click the department region of the discharge location for the appropriate general permit contact.