



WATER RESOURCES DEPARTMENT INDUSTRIAL PRETREATMENT PROGRAM

Industrial Waste Discharge Questionnaire/Permit Application/Permit Renewal Application

Notice to Industry Officials: Federal Regulation (40 CFR, part 403.8) requires that the Clermont County Water Resources Department implement a program to monitor and control the discharge of inimical industrial wastes into its sewer system. In order to develop that program, it is necessary to determine what types of industrial wastes are being discharged into the County's sewers.

This questionnaire deals with the disclosure of the nature of industrial wastes being discharged to the sanitary sewers. Disclosure is required by Section 6111.05 of the Ohio Revised Code, and Section 403.12 of title 40 of the Code of Federal Regulations. Your cooperation in providing the requested information will be appreciated. Typing your responses will be greatly appreciated.

In accordance with 40 CFR, part 403.14, information relating to the nature and frequency of industrial waste discharges shall be made available to the public upon request. 40 CFR, Part 2 provides that certain types of information may be afforded confidential status, if requested. Requests for confidential status must be made to Ohio EPA.

Please contact Clermont County's Industrial Pretreatment Program Coordinator, at (513)732-7995 if you have question on Program or reporting requirements.

THIS FORM REQUIRES A "WET INK" SIGNATURE – MAIL THE HARD COPY

(Emailing a copy to srisner@clermontcountyohio.gov)

Please note that this statement must be "wet ink" signed by the duly authorized representative of the Industrial User in accordance with 40 CFR 403.12 and CCWRD Rules and Regulations Article II.

Please USPS mail the original hard copy.

Please complete this questionnaire and USPS mail it to:

Clermont County Water Resources
Shannon Risner, Industrial Pretreatment Coordinator
4400 Haskell Lane
Batavia, OH 45103

SECTION A - GENERAL INFORMATION

1. **Legal Business Name/Billing Name:** _____

2. **Company Name (name on signage):**_____

Mailing Address

Street/PO Box_____

City_____ State_____ Zip_____

Facility Address (if different from mailing address)

Street: _____

City_____ State_____ Zip_____

Address of Corporate Headquarters (if applicable):

Street/PO Box_____

City_____ State_____ Zip_____

3. **Name and Title of Signing Official:**_____

Telephone No. _____ Email address: _____

Alternate person to contact concerning information provided herein:

Name and Title:_____

Telephone No. _____ Email address: _____

SECTION B - PRODUCT OR SERVICE INFORMATION

1. Describe the principal nature/function(s) of this business, including primary products and/or services: _____

2. Provide the 1987 Standard Industrial Classification (SIC) 4-digit Code(s) for all activities
(In descending order of importance):
a. _____ b. _____ c. _____ d. _____ e. _____ f. _____

SECTION C – WATER/WASTEWATER INFORMATION

1. Water Sources: (Check as many as are applicable)
____Clermont County Water Dept. ____Private Well ____Surface Water
____Municipal Water Service (Specify):_____ ____Other Specify):_____
2. Customer name on water bill:_____
3. Water service account number: _____
a. **Include a copy of the most recent Water Bill**
4. If water is supplied by landlord, give name and address of landlord:
Name: _____
Street: _____
City & State: _____ Zip Code: _____

5. As applicable, list average water usage on premises:

Type	Estimated Average Water Usage (gallons per day)	Type	Estimated Average Water Usage (gallons per day)
a. Cooling Water		e. Facility & Equipment Washdown	
b. Boiler Feed		f. Irrigation & Lawn Watering	
c. Process		g. Other (Specify):	
d. Sanitary		h. Total of a, through g.	

6. As applicable, list average volume of discharge or water losses to:

Outlet	Estimated Average Discharge (gallons per day)	Outlet	Estimated Average Discharge (gallons per day)
a. County/Municipal Sewer – DOMESTIC (Kitchen, bathroom, etc.)		e. Other (Specify):	
b. County/Municipal Sewer – PROCESS		f. Contained in Product	
c. Waste Haulers		g. Evaporation	
d. Boiler/Cooling Tower Blowdown		h. Total of a, through g.	

7. List average water usage and average wastewater discharge for SIC processes itemized in Section B; Question 2: (Attach additional sheets if needed. _____)

Brief Process Description (Total equal 6b: PROCESS Discharge)	SIC Number	Average Water Usage (gallons per day)	Estimated Average Discharge (GPD)
a.			
b.			
c.			

8. Describe any water treatment or conditioning processes utilized:

SECTION D - FACILITY OPERATIONAL CHARACTERISTICS

1. Operation description:

- a. Average number of employees per shift: 1st _____ 2nd _____ 3rd _____
b. Shift start times: 1st _____ 2nd _____ 3rd _____
c. Days of operation (check all that apply):

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

2. Is operation subject to seasonal variations: Yes () No () (if yes, complete a., b., c.)
a. When is your peak season: _____
b. Seasonal maximum waste flow _____ gallons per day during months of _____
c. Seasonal minimum waste flow _____ gallons per day during months of _____

3. Does operation shut down for vacation, maintenance, or other reasons? Yes () No ()
a. If yes, indicate period when shutdown occurs: _____

4. Are major processes: () Batch () Continuous () Both
_____ % Batch _____ % Continuous
In a timeframe of (ex. 25 hour; weekly; monthly): _____
a. Average number: _____ of Batches
b. and volume (per batch): _____ in gallons
c. Elaborate (if needed): _____

5. Are any process changes or expansions planned during the next three (3) years that would alter wastewater volumes or characteristics? (Consider production processes, as well as air or water pollution processes.) () Yes () No

Briefly describe these changes and their effects on the wastewater volume and characteristics: (Attach additional information, if needed: _____)

6. Are any raw water treatment processes employed (water softener, filter, etc.)?
() Yes () No

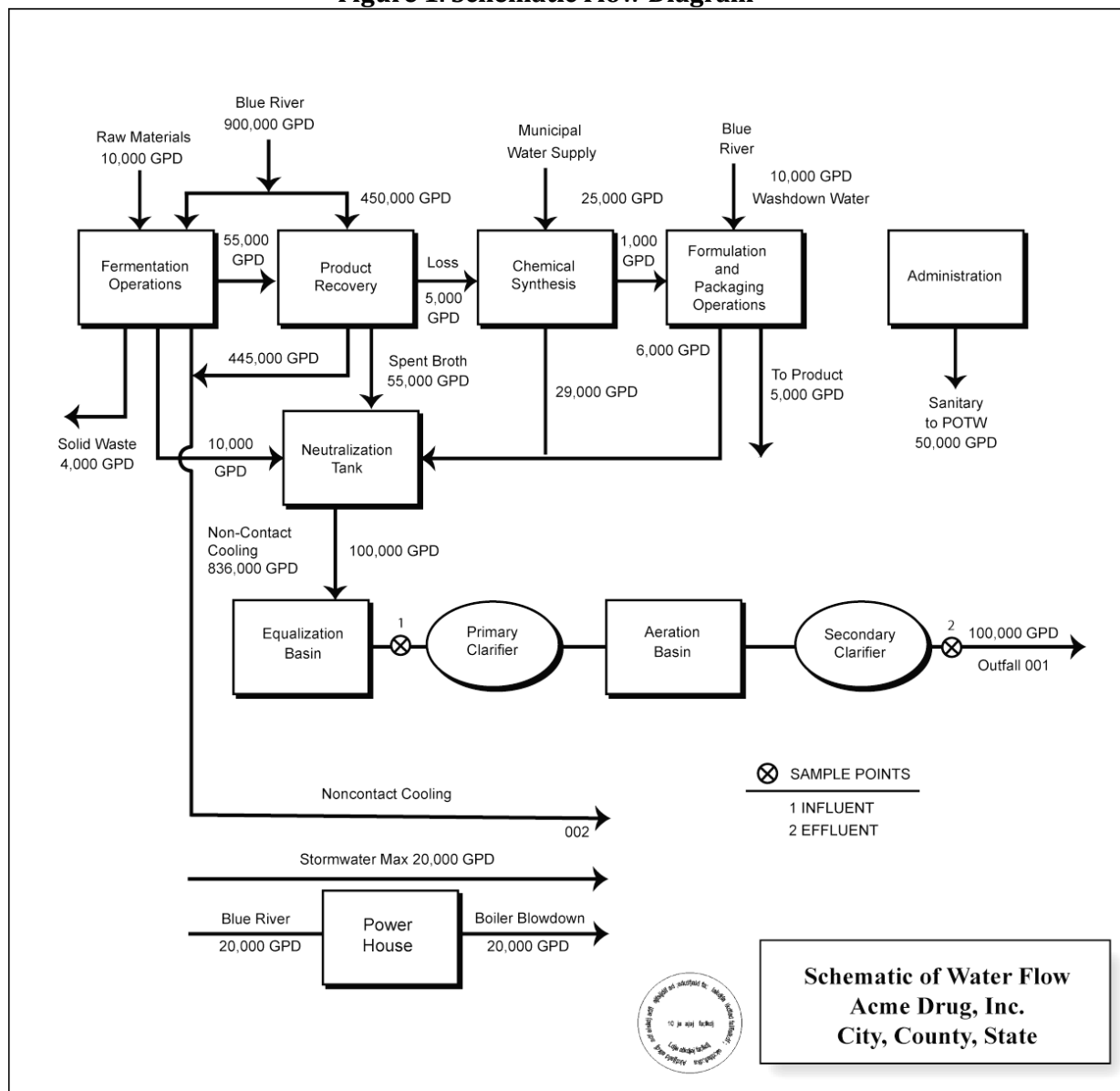
If yes, list process/processes and method of residue disposal:

7. **Schematic Flow Diagram (REQUIRED - Attachment Name: _____)**

For each major activity in which wastewater is or will be generated, draw a diagram of the **flow materials, products, water, and wastewater** from the start of the activity to its completion, showing all unit processes. Indicate which processes use water and which generate wastestreams. Include the average daily volume and maximum daily volume of each wastestream (new facilities may estimate). If estimates are used for flow data this **must** be indicated. **Number each unit process** having wastewater discharges to the sanitary sewer. Use these numbers when showing this unit processes in the building layout in Section E.

Instructions Schematic Flow Diagram: Assign a sequential reference number to each process starting with No. 1. An example of a drawing is shown below in Figure 1. To determine your average daily volume and maximum daily volume of wastewater flow, you may have to read water meters, sewer meters, or make estimates of volumes that are not directly measurable.

Figure 1. Schematic Flow Diagram



8. Which of the following Plans does your facility have?

Plan	Exists (Yes/No)	Revision Date	On File with CCWRD (Yes/No)
Slug Discharge Control Plan			
Spill Prevention, Control and Countermeasure Plan (SPCCP)			
Stormwater Management Plan (SMP)			
Stormwater Pollution Prevention Plan (SPPP)			

9. Does your company have a RCRA ID number? () Yes () No

i. If YES, what is the number? _____

ii. If, YES, do you discharge any RCRA wastewater () Yes () No

1. If, YES, which substances? _____

10. Does your company possess any Ohio EPA Permits () Yes () No

i. Air (permit #): _____ Effective date: _____

ii. Stormwater (permit #): _____ Effective date: _____

iii. Other: _____ (permit #): _____ Effective date: _____

SECTION E - SEWER INFORMATION

1. Is the building presently connected to the public sanitary sewer system?

() Yes () No

2. Do you have floor drains in your manufacturing or chemical storage area(s)?

() Yes () No

3. Does this facility discharge any wastewater other than from restrooms, cafeterias, or non-contaminated cooling water?

() Yes If the answer to this question is yes, complete the remainder of the application.

() No If the answer to this question is no, you may skip to Section H.

4. **Building Layout** (REQUIRED - Attach to this document; Attachment Name: _____)

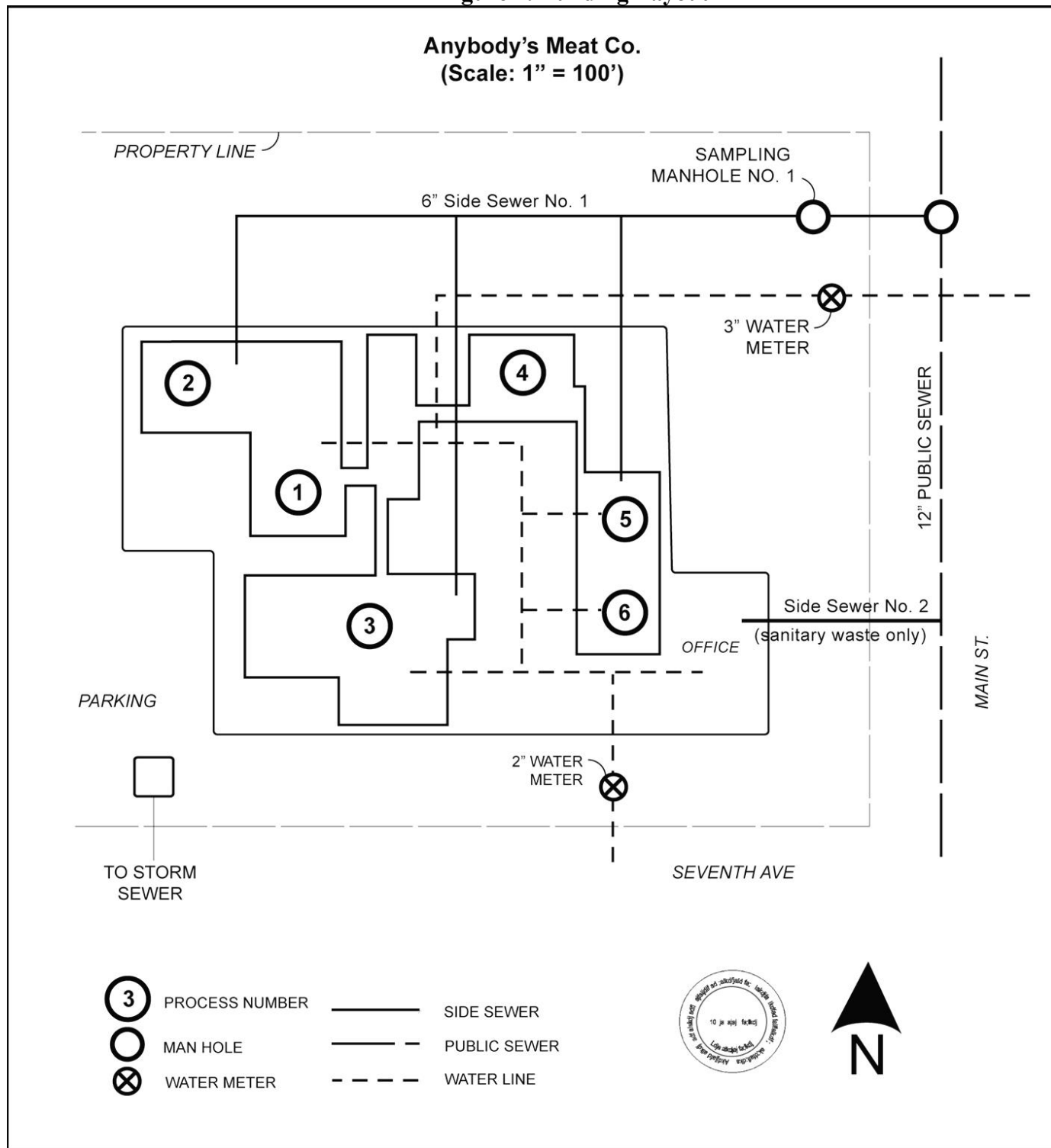
Draw to scale the location of each building on the premises. Show map orientation and location of all water meters, storm drains, numbered unit processes (from schematic flow diagram), public sewers, and each facility sewer line connected to the public sewers. **Number each sewer** and show existing and proposed sampling locations.

A blueprint or drawing of the facilities showing the above items may be attached in lieu of submitting a drawing.

Instructions: Building Layout

A building layout or plant site plan of the premises is required to be. Approved building plans may be submitted. An arrow showing North as well as the map scale must be shown. The location of each existing and proposed sampling location and facility sewer line must be clearly identified as well as all sanitary and wastewater drainage plumbing. Number each unit process discharging wastewater to the public sewer. Use the same number system shown in Figure 2, the schematic flow diagram. An example of the drawing required is shown below.

Figure 2. Building Layout



5. By reference number, list size, descriptive location and flow of each sewer shown in item E-4. If more than three, attach additional information on another sheet.

Attachment (if needed): _____

Reference Number	Sewer Size (in.)	Descriptive Location of Sewer Connection or Discharge Point	Estimated Average Flow (gallons per day)
1.			
2.			
3.			

6. Please indicate the quantities discharged from the activities indicated below in units of gallons per day. (Refer to Section C, items 5, 6, and 7). The quantities are to be given for each sewer receiving the discharge. Place an asterisk on any outfall discharging to a storm drain or surface course and give the NPDES Permit Number.

Type	Discharge Quantity by Sewer Referenced in E-4 and E-5						Total (refer to C-5,6&7)
	1.	2.	3.				
Process (from C-7):							
a.							
b.							
c.							
Domestic (kitchen, bathroom, etc.)							
Boiler							
Cooling/Uncontaminated Water							
Facility and Equipment Washdown							
Air Pollution Control Liquid Waste							
Other (Specify):							
Total:							

SECTION F - PRETREATMENT

1. Is any form of pretreatment practiced/planned for at this facility? (See list below)
() Yes () No Objective of Pretreatment System _____

For all waste streams which are treated before discharge, check the appropriate boxes for types of pretreatment used at this facility:			
	Dissolved air flotation (DAF)		Grit removal
	Biological treatment, type:		Ion exchange
	Chemical precipitation		Neutralization, pH correction
	Chlorination		Ozonation
	Cyclone		Reverse osmosis
	Filtration		Septic tank
	Grit removal		Screen
	Sedimentation		Sedimentation
	Flow equalization		Solvent separation
	Filtration		Sump
	Flow equalization		Other chemical treatment, type:
	Grease or oil separation, Type:		Other physical treatment, type:
	Grease trap		Other, specify:
	Grinding filter		

- a. Please furnish a Process Flow Diagram for the facility and for each existing or planned pretreatment system. Include process equipment, by-product disposal method, concentrations, waste and by-product volumes, design and operating conditions.
- i. Attachment/s: _____
2. Is any form of additional pretreatment planned for this facility within the next three (3) years?
() Yes () No
If yes, please specify: _____

SECTION G - CHARACTERISTICS OF WASTEWATERS DISCHARGED

1. Does your wastewater discharge to the County sewers contain any of the following:

	No	Possibly	Yes
a. Materials of a flammable nature.			
b. Volatile materials that might combust explosively in an enclosed space.			
c. Corrosive materials.			
d. Materials causing the wastewater pH to fall below a pH of 6.0 S.I.			
e. Materials causing the wastewater pH to increase above 10.0 pH S.I.			
f. Materials of a solid or viscous nature that might obstruct or reduce sewer flows			
g. Materials which might interfere with wastewater treatment processes.			
h. Excessive heat (discharge temperature exceeds 120 degrees F).			

2. Place a checkmark next to the substances contained in your wastewater.

☐ acids and acidic wastes	☐ cadmium containing wastes
☐ alkali and caustic wastes	☐ chromium containing wastes
☐ pickling wastes	☐ copper containing wastes
☐ other metal cleaning and preparation wastes	☐ lead containing wastes
☐ plating wastes	☐ nickel containing wastes
☐ electrocoating wastes	☐ zinc containing wastes
☐ paints	☐ mercury containing wastes
☐ pigments	☐ molybdenum containing wastes
☐ inks	☐ arsenic containing wastes
☐ dyes, coloring agents	☐ selenium containing wastes
☐ oils	☐ siloxane containing wastes
☐ fats, grease	☐ hot wastes
☐ benzene, and benzene derivatives	☐ radioactive wastes
☐ chlorinated organic compounds	☐ phthalate esters
☐ brominated organic compounds	☐ soaps, surfactants, detergents
☐ organic solvents, thinners	<u>List each solvent below:</u>
☐ latex wastes	_____
☐ resins, monomers	_____
☐ waxes	_____
☐ phenol containing wastes	_____
☐ alcohols	_____
☐ ethers	_____
☐ aldehydes, ketones	_____
☐ organic acids	_____

SECTION H - LIST OF ALL CHEMICALS USED (Attach additional sheets if needed: _____)

1. Provide a list of chemicals and other materials (both liquid and solid) are used or stored in bulk, or are present in quantities greater than 50 gallons. (Include process chemical, sanitation chemicals, wastewater treatment chemicals, Boiler Chemicals, Chiller Tower Chemicals, etc.)

- Provide SDS for ALL CHEMICALS EITHER:*
- a. Expected to be present in the Process Wastewater*
 - b. Or STORED ON SITE Known to be Hazardous or a Threat to Human Health*

Material/Use	Estimated Quantity Used Per Year (indicate units)	SDS Attached (see #2)	This chemical is expected to be present in the wastewater: YES or NO

SECTION I- PRIORITY POLLUTANTS

Listed on [page15 of this document, 40 CFR Part 423, Appendix A](#) are 129 pollutants that are considered toxic and/or hazardous by the USEPA . Please indicate in the spaces provided whether any of these chemicals are used at your facility, directly or as component of process materials, or are present in the wastewater discharged. If the concentration is not known, indicate by marking unknown.

Attach additional pages, if necessary: Attachment: _____

Section G Pollutants				In Process or Wastewater			
Item No.	Chemical Name (Alternate name)	Annual Usage (lbs.)	Discharge Concentration	Present in Process Materials	Present as Generated By-Product	Suspected to be Present	Known to be Present

SECTION J – RESIDUALS

Residuals include any material-liquid, sludge, slurry, ash, solid-which must be disposed of after use in or removal from an industrial activity but not discharged to the County's sewer system.

1. Cleaning solvents which are recycled but periodically changed to provide fresh material.
2. Machining coolants which are recycled but periodically changed to provide fresh material.
3. Sludges which result from wastewater pretreatment.
4. Unusual product
5. Metal shavings from a grinding operation Describe any liquid, sludge, or solid waste generated from plant operations, including pretreatment of wastewaters which are not discharged to the sanitary sewer.

<u>Residual</u>	<u>Means of Disposal</u>
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____

Are oil and grease or sand interceptors in place? () Yes () No () In plans

Are backflow devices in place? () Yes () No () In plans

SECTION K – CONSTRUCTION SCHEDULE

Provide a schedule of expected compliance dates (new or upgraded facilities only)

Pretreatment Facility Planning	_____	(month/year)
Design	_____	(month/year)
Initiate Construction	_____	(month/year)
Complete Construction	_____	(month/year)
Other: _____	_____	(month/year)

SECTION L – AUTHORIZED SIGNATURES: *I certify under penalty of law that this document 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, is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.*

NAME _____ TITLE: _____

SIGNATURE	DATE	PHONE
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Please note that this statement must be “wet ink” signed by the duly authorized representative of the Industrial User in accordance with 40 CFR 403.12 and CCWRD Rules and Regulations Article II.

Please USPS mail the original hard copy.

Attachment Verification/Supply Attachment Reference Title

- ☐ Item C.3.a: Include a copy of the most recent Water Bill (**required**): _____
- ☐ Item C.7 Attach Wastewater discharge additional sheets if needed (optional): _____
- ☐ Item D.7 Submit Schematic Flow Diagram for each process (**required**): _____
- ☐ Item E.4 Attach Building Layout – plan of the facility showing all sewers (**required**): _____
- ☐ Item E.5 Attach Sewer size/location/flow sheets if needed (optional): _____
- ☐ Item F.2. Process Flow diagram for each existing for each existing or planned Pretreatment System:
Required if yes to F.1: _____
- ☐ Item H.1 Provide a list of chemicals (if need additional sheets): _____
- ☐ Item H2. Provide SDS for chemicals (**required**): _____
- ☐ Item I Priority Pollutants (if need additional sheets): _____

Appendix A to 40 CFR, Part 423--126 Priority Pollutants

001 Acenaphthene	048 Dichlorobromomethane	091 Chlordane (technical mixture and metabolites)
002 Acrolein	051 Chlorodibromomethane	092 4,4-DDT
003 Acrylonitrile	052 Hexachlorobutadiene	093 4,4-DDE (p,p-DDX)
004 Benzene	053 Hexachloromyclopentadiene	094 4,4-DDD (p,p-TDE)
005 Benzidine	054 Isophorone	095 Alpha-endosulfan
006 Carbon tetrachloride (tetrachloromethane)	055 Naphthalene	096 Beta-endosulfan
007 Chlorobenzene	056 Nitrobenzene	097 Endosulfan sulfate
008 1,2,4-trichlorobenzene	057 2-nitrophenol	098 Endrin
009 Hexachlorobenzene	058 4-nitrophenol	099 Endrin aldehyde
010 1,2-dichloroethane	059 2,4-dinitrophenol	100 Heptachlor
011 1,1,1-trichloroethane	060 4,6-dinitro-o-cresol	101 Heptachlor epoxide
012 Hexachloroethane	061 N-nitrosodimethylamine	(BHC-hexachlorocyclohexane)
013 1,1-dichloroethane	062 N-nitrosodiphenylamine	102 Alpha-BHC
014 1,1,2-trichloroethane	063 N-nitrosodi-n-propylamin	103 Beta-BHC
015 1,1,2,2-tetrachloroethane	064 Pentachlorophenol	104 Gamma-BHC (lindane)
016 Chloroethane	065 Phenol	105 Delta-BHC (PCB-polychlorinated biphenyls)
018 Bis(2-chloroethyl) ether	066 Bis(2-ethylhexyl) phthalate	106 PCB-1242 (Arochlor 1242)
019 2-chloroethyl vinyl ether (mixed)	067 Butyl benzyl phthalate	107 PCB-1254 (Arochlor 1254)
020 2-chloronaphthalene	068 Di-N-Butyl Phthalate	108 PCB-1221 (Arochlor 1221)
021 2,4, 6-trichlorophenol	069 Di-n-octyl phthalate	109 PCB-1232 (Arochlor 1232)
022 Parachlorometa cresol	070 Diethyl Phthalate	110 PCB-1248 (Arochlor 1248)
023 Chloroform (trichloromethane)	071 Dimethyl phthalate	111 PCB-1260 (Arochlor 1260)
024 2-chlorophenol	072 1,2-benzanthracene (benzo(a) anthracene)	112 PCB-1016 (Arochlor 1016)
025 1,2-dichlorobenzene	073 Benzo(a)pyrene (3,4-benzo-pyrene)	113 Toxaphene
026 1,3-dichlorobenzene	074 3,4-Benzofluoranthene (benzo(b) fluoranthene)	114 Antimony
027 1,4-dichlorobenzene	075 11,12-benzofluoranthene (benzo(b) fluoranthene)	115 Arsenic
028 3,3-dichlorobenzidine	076 Chrysene	116 Asbestos
029 1,1-dichloroethylene	077 Acenaphthylene	117 Beryllium
030 1,2-trans-dichloroethylene	078 Anthracene	118 Cadmium
031 2,4-dichlorophenol	079 1,12-benzoperylene (benzo(ghi) perylene)	119 Chromium
032 1,2-dichloropropane	080 Fluorene	120 Copper
033 1,2-dichloropropylene (1,3-dichloropropene)	081 Phenanthrene	121 Cyanide, Total
034 2,4-dimethylphenol	082 1,2,5,6-dibenzanthracene (dibenzo(h) anthracene)	122 Lead
035 2,4-dinitrotoluene	083 Indeno (1,2,3-cd) pyrene (2,3-o-pheynylene pyrene)	123 Mercury
036 2,6-dinitrotoluene	084 Pyrene	124 Nickel
037 1,2-diphenylhydrazine	085 Tetrachloroethylene	125 Selenium
038 Ethylbenzene	086 Toluene	126 Silver
039 Fluoranthene	087 Trichloroethylene	127 Thallium
040 4-chlorophenyl phenyl ether	088 Vinyl chloride (chloroethylene)	126 Silver
041 4-bromophenyl phenyl ether	089 Aldrin	128 Zinc
042 Bis(2-chloroisopropyl) ether	090 Dieldrin	129 2,3,7,8-tetrachloro-dibenzo-p-dioxin (TCDD)
043 Bis(2-chloroethoxy) methane		
044 Methylene chloride (dichloromethane)		
045 Methyl chloride (dichloromethane)		
046 Methyl bromide (bromomethane)		
047 Bromoform (tribromomethane)		

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Clermont County Water Resources
Shannon Risner, Industrial Pretreatment Coordinator
4400 Haskell Lane
Batavia, OH 45103

References:

National Pollutant Discharge Elimination System (NPDES)

<https://www.epa.gov/npdes/national-pretreatment-program#overview>

State of Ohio Administrative Code- Chapter 3745-3-03 POTW pretreatment programs

<https://epa.ohio.gov/divisions-and-offices/surface-water/regulations/effective-rules/effective-rules>

Clermont County - Industrial Pretreatment Program Information and Links:

<http://wrd.clermontcountyohio.gov/industrial-pretreatment/>

Clermont County Water Resources Department - Rules and Regulations:

<http://wrd.clermontcountyohio.gov/standards-and-provisions/>

Chapter 3745-3-06 Reporting requirements for industrial users.

-3745-3-06(B) - Baseline Monitoring Reports

All industrial users subject to Categorical Pretreatment Standards, such as electroplaters and metal finishers, must submit a baseline monitoring report (BMR) to the Control Authority within 180 days of the effective date of the categorical pretreatment standard, or 180 days after the final administrative decision made upon a category determination submission whichever is later.. The purpose of the BMR is to provide information to the Control Authority to document the industrial user's current compliance status with a Categorical Pretreatment Standard.

-3745-3-06(D) – Initial compliance report

Report due by industrial user subject to Categorical Pretreatment Standards, containing a reasonable measure of the user's long-term production rate.

Updated 10/27/25 sr