**Industrial Discharge Permit Application**

* All new permittees must submit this application at least sixty (60) days prior to a discharge into the POTW. (BRC 11-3-14)
* It is the responsibility of the industrial user (IU) to apply for renewal of a discharge permit at least sixty (60) days prior to the current permit’s expiration date.
* To apply for a permit renewal, complete this form, and submit it to:

**City of Boulder**

**Attn: Pretreatment Supervisor**

**4049 N 75th Street**

**Boulder, CO 80301**

An expired permit will continue to be effective and enforceable until a new permit is issued if:

* The permittee submitted a Permit Renewal Application at least sixty (60) days prior to the expiration date of the user’s exiting permit.
* The failure to reissue the permit prior to the expiration date of the previous permit is not due to any act or failure on the part of the permittee.
* The extension of the existing permit does not cause the permit to be in effect more than five (5) years from the effective date.

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| --- | --- | --- |
| **NEW** Permit |  | **Renewal** of Existing Permit |
|[ ]   |[ ]  Current Permit No: | Click or tap here to enter text. | Expiration Date: | Click or tap to enter a date. |

**General Information**

|  |  |
| --- | --- |
| Industry Name: | Click or tap here to enter text. |
| Facility Site Address: | Click or tap here to enter text. |
| Mailing Address: | Click or tap here to enter text. |

**Contact Information *(from owner or vice president level to day-to-day environmental contact including the finance contact)***

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Title** | **Phone/Email** | **Authorized Representative** |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | [ ]  Title[ ]  DOAR[[1]](#footnote-1) |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | [ ]  Title[ ]  DOAR |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | [ ]  Title[ ]  DOAR |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | [ ]  Title[ ]  DOAR |

*Attach copy of any applicable DOAR to the application.*

**Wastewater Classification Survey**

The industrial user shall complete an updated Wastewater Classification Survey (WWCS) at least once every five (5) years or whenever changes or modifications are made to industrial processes that result in new, different, or increased discharges of pollutants.

If an industrial user has not completed a WWCS in the previous five (5) years, an updated WWCS shall be submitted at least sixty (60) days prior to the current permit’s expiration date.

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| --- | --- | --- | --- |
| **Date of Most Recent WWCS** | **Modified WWCS Included** | **WWCS $100 review fee** | **Permit Flow Requested (gpd)[[2]](#footnote-2)** |
| Click or tap to enter a date. |[ ]  [ ]  Check Included made out to **City of Boulder**[ ]  Invoice Requested | Click or tap here to enter text. |

**Certification**

Per Boulder Revised Code (BRC) 11-3-18, Reports shall be signed by an authorized representative and shall include the following statement:

*"I hereby 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 gathered and evaluated the information submitted. Based on my examination of the person or persons who managed 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 fines and imprisonment for knowing violations."*

|  |  |  |  |
| --- | --- | --- | --- |
| Printed Name: | Click or tap here to enter text. | Title: | Click or tap here to enter text. |
| Signature: |  | Date: | Click or tap to enter a date. |

**Authorized representative of industrial user** means either a principal executive officer of at least the level of vice president, if the industrial user is a corporation; a general partner or proprietor, if the industrial user is a partnership or proprietorship; or a duly authorized representative, if such representative is responsible for the overall operation of the facilities from which any direct or indirect discharge originates.

1. **DOAR – Designation of Duly Authorized Representative** – An Authorized Representative (by title) may designate other staff to participate as a Duly Authorized Representative. The Authorization is in effect until the Authorized Representative (by title) no longer holds the appropriate title or the Authorization is revoked in writing. [↑](#footnote-ref-1)
2. **Permit Flow Requested** – this is the amount of flow that the permit is based on. Requests will be evaluated against previous discharges if applicable. [↑](#footnote-ref-2)