



CITY OF PINOLE

PINOLE-HERCULES WATER POLLUTION CONTROL PLANT

11 Tennent Avenue
Pinole, CA 94564

Phone: (510) 724-8963
FAX: (510) 724-9069

Discharge Permit Application Instructions

Please complete all sections of the application. A handwritten application is acceptable provided it is clear and legible.

1. **Discharger Information:** The Discharger is the party ultimately responsible for ensuring that the discharge of wastewater to the Pinole-Hercules Water Pollution Control Plant complies with Title 13 of the City of Pinole's Municipal Code.
2. **Discharge Site:** The name and street address of the site of where the discharge to the sanitary sewer will be conducted.
3. **Permit Contact:** Information about the person with whom the City of Pinole is to contact regarding the discharge permit and discharge operations.
4. **Property Owner:** The owner of the property where the proposed discharge is generated.
5. **Site Description:** Provide a description of current and previous uses of the site where the proposed discharge will be generated.
6. **Description of Proposed Discharge:** Describe the process or operation (e.g., construction excavation, groundwater remediation project) that generates the wastewater proposed for discharge to the sanitary sewer.
7. **Signature of Discharger:** Please carefully read the certification statement before signing the permit application. An unsigned permit application will not be processed.

Sampling and Analysis: Provide laboratory analysis data for all previously performed soil, wastewater and groundwater sampling at the site described in Section 5. If extensive sampling and analysis has been done, submit a summary report of all past analytical data plus the complete analytical report for the most recent sampling event. Include a description of the sampling methods used. The City of Pinole may require additional sampling and analysis of the proposed discharge if deemed necessary to determine compliance.

Pollutant Information: If relevant to the proposed discharge, identify all pollutants known or suspected to be present in the soil and/or groundwater at the site described in Section 6 of the permit application.

Proposed Pretreatment System: Provide detailed information about the pretreatment equipment and processes that will be used to remove significant solids as well as chemical pollutants from the proposed discharge.

Proposed Discharge System: Describe how the proposed discharge will be conveyed to the sanitary sewer. Provide detailed information on all components of the proposed discharge system, including pumps, hoses, pipes, flow meter, temporary and permanent connections to the sanitary sewer, location of existing sanitary sewer lines, and proposed discharge location.

How to Submit the Discharge Permit Application

Submit the complete, signed application in person or by mail to the address shown at the top of the application form.

Issuance of a Discharge Permit

The City of Pinole will decide regarding acceptance of the proposed discharge based on a review of the completed application. If accepted, a Discharge Permit will be issued to you. The processing time for a Discharge Permit is approximately two weeks from receipt of the completed application.

Permission to Discharge

A Discharge Permit is issued for the operation and monitoring of the specified wastewater discharge. No discharge to the sanitary sewer system is authorized unless and until a permit has been issued. The permit does not authorize any discharge to the stormwater collection system.

Fees and Charges

Please send a check made payable to the City of Pinole for the applicable fees (see fee schedule) along with the permit application. City of Pinole will assess applicable Capacity Use Charges and Sewer Service Charges for the wastewater discharged under this permit. These charges will be billed separately.

Permit Fee:

Environmental Compliance Inspection Required: \$952.00

No Inspection Required: \$385.00

Capacity Review Fee:

For Proposed Flow Rates > 50-gpm \$261.00

Sewer Service Charge – Commercial: \$7.63/hundred cubic feet

Applied to Commercial Facilities other than bakeries, markets, mortuaries, and restaurants.

Sewer Service Charge – Industrial:

Volume - \$7.28/hundred cubic feet (hcf)

BOD - \$1,268.00/1000 pounds

Suspended Solids - \$644.00/1000 pound

Minimum Charge - \$622/year



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Discharge Permit Application

1. Discharger Information

Name	Contact
Mailing Address	Phone

2. Discharger Site

Site Name
Site Address

3. Person to be contacted about this permit

Name	Title
Company Name	Phone
Mailing Address	E-mail
Emergency Contact	Phone

4. Property Owner

Name & Address	Contact
	Phone

5. Site Description

Current use of site
Site history: (Describe prior uses of site)

6. Description of Proposed Discharge

Process or operation that generates the proposed discharge:		
Total Volume (gallons)	Duration	Rate of Flow (gpm)
Pollutant Information:		
Sampling & Analysis: Has any sampling and analysis of soil, wastewater or groundwater at the site already been performed? <input type="checkbox"/> Yes. A summary of all analytical data and the most recent laboratory report are attached. <input type="checkbox"/> No. No sampling and analysis have been performed.		
Pretreatment System: (Attach a process schematic diagram.)		
Proposed Discharge System:		
Attach a site plan or drawing showing sources of the proposed discharge, the location of the pretreatment system, sanitary and storm sewer inlets, and the proposed discharge location.		
Proposed start date of discharge:		

7. Signature of Discharger

I certify under penalty of perjury that this document and all attachments were prepared under my direction or supervision and in accordance with the system designed to make sure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person(s) who manages the system, or those 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 knowingly submitting false information, including the possibility of fine and/or imprisonment for knowing violations.	
Signature	Date
Print Name	Title
Company	