



Massachusetts Department of Environmental Protection
Bureau of Resource Protection-Groundwater Discharge Permits

BRP WP 11 Modification or Renewal with plan approval **BRP WP 12** Modification or Renewal without plan approval **Instructions and Supporting Materials**

Table of Contents

- Introduction
- guidance
- permit application fact sheet
- completeness checklist

Introduction

MassDEP *Permit Applications*, as well as *Instructions & Support Materials*, are available for download from the MassDEP Web site at mass.gov/dep in two file formats: Microsoft Word™ and Adobe Acrobat PDF™. Either format allows documents to be printed.

Instructions & Support Materials files in Microsoft Word™ format contain a series of documents that provide guidance on how to prepare a permit application. Although we recommend that you print out the entire package, you may choose to print specific documents by selecting the appropriate page numbers for printing.

Permit Applications in Microsoft Word™ format must be downloaded separately. Users with Microsoft Word™ 97 or later may complete these forms electronically.

Permitting packages in Adobe Acrobat PDF™ format combine *Permit Applications* and *Instructions & Support Materials* in a single document. Adobe Acrobat PDF™ files may only be viewed and printed without alteration. *Permit Applications* in this format may not be completed electronically.



BRP WP 11 Modification or Renewal with plan approval

BRP WP 12 Modification or Renewal without plan approval

Guidance

*Groundwater discharge permit applications for which an existing treatment system is to be modified must include an engineering report with Certification Statement regarding wastewater treatment. The engineering report, and plans & specifications shall be **stamped and signed** by a Massachusetts Registered Professional Engineer.*

In accordance with 314 CMR 5.09A (4) & (5), submission of plans & specifications to the MassDEP for the proposed modifications to the treatment works may be required to be submitted with the application or at any time during the application's review. In all cases, formal submission of the final plans and specifications will be required by 90 days prior to the start up of the approved modifications.

A Certification Statement of the plans & specifications and the Hydrogeologic Report is required to be submitted with the application.

Engineering Report Requirements

The engineering report shall include, at a minimum, the following items:

- a. a general description of the facility (condominium, office park, laundromat, municipal system, etc.);
- b. a description of the number of employees and/or residents, bedrooms, apartments, elderly housing units, shifts and days of operation per week;
- c. a listing of raw materials used, such as but not limited to, chemicals, cleaning products, petroleum products, etc;
- d. a description of the sources of water supply including quantity and quality requirements;
- e. an identification of the sources of all sanitary and industrial wastes streams together with the quantity of flow and waste stream characteristics, including seasonal flow fluctuations, if any. In accordance with 310 CMR 30.302, a determination of whether any industrial waste stream is a hazardous waste stream shall be made for each industrial waste stream;
- f. a description of any by-product recovery systems;
- g. a listing and description of wastewater treatment studies performed;
- h. a description of liquid waste flow control measures;
- i. a description of any existing wastewater treatment system, including all design parameters;
- j. a description of reclaimed water opportunities
- k. a description of any anticipated new processes;
- l. a description of the proposed effluent quality;
- m. a listing and evaluation of wastewater treatment alternatives capable of meeting applicable effluent quality;



BRP WP 11 Modification or Renewal with plan approval

BRP WP 12 Modification or Renewal without plan approval

Guidance

- n. a narrative description of the recommended plan for a wastewater treatment facility, based upon the preceding evaluation, with detailed design criteria, including flows and loads, number and size of unit processes and appurtenant facilities, unit loading, and a preliminary layout;
- o. a hydraulic profile in graphic form, on a sheet no larger than 11 inches by 17 inches, including the final effluent disposal area with water surface elevations at average, peak, and low flow conditions;
- p. a flow schematic, on a sheet no larger than 11 inches by 17 inches, including return lines, chemical feed lines, and sampling points;
- q. a description of redundancy requirements;
- r. a discussion whether this is the initial phase of a larger project and, if so, how the design will accommodate future phases;
- s. a description of odor control provisions, as necessary;
- t. a description of safety provisions;
- u. a description and location of all chemicals stored, including spill containment provisions;
- v. an implementation schedule for the recommended plan;
- w. treatability and pilot study data on the ability of the proposed treatment system to treat the proposed discharge and meet applicable federal, state, and local requirements;
- x. an examination of the potential impact of any proposed discharge on municipal and private water supply wells, or POTW's, or surface water, whichever is applicable.

The engineering plans and specifications of a proposed wastewater treatment facility (not to be submitted until 90 days prior to the startup of the facility) shall include, at a minimum, the following:

- a. materials of construction and specifications for all wastewater treatment system components;
- b. materials of construction and specifications for all wastewater collection system components;
- c. specifications for all instrumentation and alarms;
- d. a site plan and general plant layout;
- e. plan views and profile views, including dimensions showing existing and proposed piping and processing units related to wastewater collection, treatment, and disposal.



BRP WP 11 Modification or Renewal with plan approval

BRP WP 12 Modification or Renewal without plan approval

Permit Application Fact Sheet

1. What is the purpose of this permit?

This permit is required for a renewal or modification for an existing non-industrial groundwater discharge regulated by MassDEP under an individual groundwater discharge permit in accordance with the provisions at 314 CMR 5.00. They serve to protect the public health, welfare and the environment through the control of pollutant discharges to the ground.

A permit modification or renewal with plan approval (BRP WP 11) consists of an engineering design approval (See attached Engineering Report Requirements) and/or approval of any financial obligation changes. A permit modification or renewal without plan approval (BRP WP 12) consists of minor modifications to the existing permit conditions necessary to bring the groundwater discharge into compliance with current regulatory requirements.

2. Who must apply?

For **BRP WP 11**: Any person (individual, business, or organization) who holds a valid individual (non-industrial) groundwater discharge permit issued in accordance with 314 CMR 5.00 and wishes to modify the design of the approved facility or the terms and/or conditions of the existing permit, must apply under this permit category.

For **BRP WP 12**: Any person (individual, business, or organization) who holds a valid individual (non-industrial) groundwater discharge permit issued in accordance with 314 CMR 5.00 and wishes to continue the permitted activity beyond the expiration date of the existing permit must apply under this permit category.

If these categories do not apply to you, please be advised there are other renewal permit categories for discharges to the ground:

BRP WP 82: Any person (individual, business, or organization) who holds a valid individual (non-industrial) groundwater discharge permit issued in accordance with 314 CMR 5.00 who wishes to continue the permitted activity beyond the expiration date of the existing permit, who does not seek any changes to their current permit and who meets all the requirements of 314 CMR 5.12(9)(a) through (j) can apply under this permit category.

BRP WP 80 & 81: Any person (individual, business, or organization) who has been granted coverage under a general groundwater discharge permit issued in accordance with 314 CMR 5.00 and wishes to continue that coverage should apply under one of these permit categories.

If these categories do not apply to you, please be advised these are not the only permit categories for discharges to the ground. Please consult regulations 310 CMR 4.00, 310 CMR 15.000, and 314 CMR 5.00 to determine whether another category may apply to you.

3. What other requirements should be considered when applying for this permit?

a. What prerequisites should be considered before applying for this permit?

- If the permittee wishes to continue an activity regulated by the existing permit after the expiration date of the permit, the permittee must submit a renewal application at least **180 days prior to the expiration date** of the existing permit unless permission for the later date has been granted by MassDEP.
- Permits of this type may require MEPA review. Please carefully examine 301 CMR 11.00, the MEPA Regulations, to determine if your project exceeds the MEPA review thresholds, or for more information contact the MEPA Unit of the Executive Office of Environmental Affairs (100 Cambridge Street, Suite 900,



BRP WP 11 Modification or Renewal with plan approval

BRP WP 12 Modification or Renewal without plan approval

Permit Application Fact Sheet

Boston, MA 02114; (617-626-1020). *MassDEP cannot complete technical review of the permit application until the MEPA process has been concluded.* Copies of MEPA filings (with reference to any applicable Transmittal numbers) should be sent to the appropriate program offices in Boston and the MEPA Coordinator in the appropriate Regional Office.

b. What concurrent applications are related to this permit?

- The Local Board of Health may have regulations which apply.
- An application for Operator Certification/Facility Rating as required under 275 CMR 2.00 may be needed.

Note: These additional requirements are intended to serve as a guide to the applicant. They do not necessarily include all additional requirements.

4. Where should the application be sent?

The **application form with signature** should be sent to the Wastewater Management Program at the appropriate MassDEP Regional Office (Primary Permit Location). Please include a copy of the entire application package on compact disc with your application.

Find your region at: <http://www.mass.gov/eea/agencies/massdep/about/contacts/>

A **copy of the MassDEP Transmittal Form and the Fee** for the application should be sent to:

Department of Environmental Protection
P.O. Box 4062
Boston, MA 02211

5. What is the application fee for this permit?

BRP WP 11, with Plan Approval.....	\$1,830
BRP WP 12, without Plan Approval.....	\$ 890

6. Where can I get a copy of the timelines?

The timelines are available on the MassDEP Website:

<http://www.mass.gov/eea/agencies/massdep/service/approvals/timely-action-fees-and-payments.html>

7. What is the annual compliance assurance fee?

Once the permit is issued, the permittee will be responsible for paying an Annual Compliance Assurance Fee (ACF) as required by 310 CMR 4.00. Current Annual Compliance Fees can be found on the MassDEP Website at: <http://www.mass.gov/eea/agencies/massdep/service/approvals/timely-action-fees-and-payments.html>. Please be advised, failure to make timely payment of an ACF may result in the revocation of this permit and the denial of any other pending permit application that you have filed with MassDEP. In addition, if you owe any past due ACF for any MassDEP permit, this permit application may be denied under M.G.L. c. 21A, sec.18.

8. How long is the permit in effect?

Permits granted in categories BRP WP 11 and BRP WP 12 are in effect for a maximum of five (5) years, provided the permittee remains in compliance with the governing laws and regulations and provided the annual compliance assurance fee is paid.



Massachusetts Department of Environmental Protection
Bureau of Resource Protection-Groundwater Discharge Permits

BRP WP 11 Modification or Renewal with plan approval **BRP WP 12** Modification or Renewal without plan approval **Permit Application Fact Sheet**

9. How can I avoid the most common mistakes made in applying for this permit?

- a. An original renewal application must be submitted. Photocopies of the previously submitted permit application or of the issued permit will **NOT** be accepted.
- b. Answer **all** questions on the application form and indicate "not applicable" (N/A) where appropriate.
- c. Applications for BRP WP 11 must include:
 - 1) A complete engineering report (including hydrogeologic data) stamped and signed by a Massachusetts Registered Professional Engineer.
 - 2) A groundwater monitoring well plan, as required.
- d. Applications for BRPWP11 and BRPWP12 must include:
 - 1) A complete and signed Applicant Certification for Individual Permits (Section F. of the Individual Permit Application form).
 - 2) Certification Statement for the engineering report, plan & specifications and hydrogeologic report signed by a Massachusetts Registered Professional Engineer.
<http://www.mass.gov/eea/agencies/massdep/water/approvals/wastewater-forms.html>

10. What are the regulations that apply to this permit and where can I get copies?

These regulations include, but are not limited to:

- a. Groundwater Discharge Regulations, 314 CMR 5.00.
- b. Timely Action and Fee Provisions, 310 CMR 4.00.
- c. Administrative Penalty Regulations, 310 CMR 5.00.

They may be purchased at:

State House Bookstore
Room 116
Boston, MA 02133
617-727-2834

State House West Bookstore
436 Dwight Street
Springfield, MA 01103
413-784-1376



Massachusetts Department of Environmental Protection
Bureau of Resource Protection-Groundwater Discharge Permits

BRP WP 11 Modification or Renewal with plan approval

BRP WP 12 Modification or Renewal without plan approval

Application Completeness Checklist

To avoid delays in the application review process, please include the following items with the application:

- The completed MassDEP Transmittal Form:
<http://www.mass.gov/eea/agencies/massdep/service/approvals/transmittal-form-for-payment.html>
If the applicant is a municipality, "Fee Exempt" has been selected from among the Special Provisions under the Amount Due section of the Transmittal Form.
- The Groundwater Discharge Application Form properly filled out and signed by the applicant.
- Engineering Report. (BRP WP 11)
- Groundwater Monitoring Well Plan. (BRP WP 11)
- Certification Statement for the engineering report, plans & specifications, and the hydrogeologic report. (BRP WP 11 & BRPWP12)
<http://www.mass.gov/eea/agencies/massdep/water/approvals/wastewater-forms.html>
- Section F., Applicant Certification for Individual Permits, completed and signed.

To submit the application package:

- Include all checklist items listed above.
- Send original application along with one copy from the MassDEP Transmittal Form to:

Department of Environmental Protection

_____ * Regional Office

Wastewater Management Program

*Find your region: <http://www.mass.gov/eea/agencies/massdep/about/contacts/>

Please include a copy of the entire application package on compact disc with your application.

- Send fee of: \$1,830 for BRP WP 11;
 \$890 for BRP WP 12;

In the form of a check or money order made payable to *Commonwealth of Massachusetts*, with one copy from the MassDEP Transmittal Form to:

Department of Environmental Protection

P.O. Box 4062

Boston, MA 02211

Please be advised, upon issuance of this permit, you will be responsible for paying the Annual Compliance Assurance Fee (ACF) as required by 310 CMR 4.00. Failure to make timely payment of an ACF may result in the revocation of this permit and the denial of any other pending permit application that you have filed with MassDEP. In addition, if you owe any past due ACF for any MassDEP permit, this permit application may be denied under M.G.L. c. 21A, sec.18.



Massachusetts Department of Environmental Protection
 Bureau of Resource Protection – Groundwater Discharge Program
 Individual Permits: Groundwater Discharge Permits;
 Reclaimed Water Use Permit; or
 Permit Renewal/Modification

Transmittal Number #

Facility ID/Permit # (if known)

Application for Permit to Discharge to Groundwaters of the Commonwealth or for Reclaimed Water Use

- BRP WP 11** Individual Permit Renewal/Modification with Plan Approval
- BRP WP 12** Individual Permit Renewal/Modification without Plan Approval
- BRP WP 79** Individual Permit for Groundwater Discharge from a Sewage Treatment Plant
- BRP WP 84** Individual Permit for Reclaimed Water Use
- BRP WP 85** Individual Permit for Other Groundwater Discharges

A. General Information

Important: When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



1. Which permit category are you applying for?

- BRP WP 11** Individual Permit Renewal/Modification with Plan Approval
- BRP WP 12** Individual Permit Renewal/Modification without Plan Approval
- BRP WP 79** Individual Permit for Groundwater Discharge from Sewage Treatment Plant
- BRP WP 84** Individual Permit for Reclaimed Water Use
- BRP WP 85** Individual Permit for Other Groundwater Discharge

*Please Note: In accordance with 314 CMR 5.09, these permit categories may require that a Hydrogeological Evaluation be submitted to the Department prior to the submittal of the permit application. Please see the application form and instructions for **BRP WP 83**.*

2. Applicant Information:

In accordance with 314 CMR 5.09A(2), the owner of the treatment works or the owner of the activity resulting in a discharge of pollutants shall apply for the permit. For a Publicly Owned Treatment Works (POTW), the owner of the treatment works shall apply. For a Private Wastewater Treatment Facility (PWTF), the applicant shall meet the requirements set forth in 314 CMR 5.15(1) thru (3).

In accordance with 314 CMR 20.10(2), the owner of an existing or proposed reclaimed water system shall apply for the permit and shall meet the requirements set forth in 314 CMR 20.14.

Name	Company Name (If applicable)	
Title		
Address		
City/Town	State	Zip Code
Telephone	Email Address	



Massachusetts Department of Environmental Protection
 Bureau of Resource Protection – Groundwater Discharge Program
 Individual Permits: Groundwater Discharge Permits;
 Reclaimed Water Use Permit; or
 Permit Renewal/Modification

 Transmittal Number #

 Facility ID/Permit # (if known)

Application for Permit to Discharge to Groundwaters of the Commonwealth or for Reclaimed Water Use

- BRP WP 11** Individual Permit Renewal/Modification with Plan Approval
- BRP WP 12** Individual Permit Renewal/Modification without Plan Approval
- BRP WP 79** Individual Permit for Groundwater Discharge from a Sewage Treatment Plant
- BRP WP 84** Individual Permit for Reclaimed Water Use
- BRP WP 85** Individual Permit for Other Groundwater Discharges

A. General Information (cont.)

3. Applicant Contact Information (if different from above):

Contact Name	Company Name (If applicable)	
Title		
Address		
City/Town	State	Zip Code
Telephone	Email Address	

4. The legal entity which owns this facility is:

Private: Individual Corporation Trust Partnership Sole Proprietorship

Other (specify): _____

Public: Municipality Federal State/County

Other (specify): _____

5. Facility Information:

Name of facility		
Address		
City/Town	State	Zip Code
Telephone	Email Address	



Massachusetts Department of Environmental Protection

Bureau of Resource Protection – Groundwater Discharge Program

Individual Permits: Groundwater Discharge Permits;
Reclaimed Water Use Permit; or
Permit Renewal/Modification

Transmittal Number #

Facility ID/Permit # (if known)

Application for Permit to Discharge to Groundwaters of the Commonwealth or for Reclaimed Water Use

BRP WP 11 Individual Permit Renewal/Modification with Plan Approval

BRP WP 12 Individual Permit Renewal/Modification without Plan Approval

BRP WP 79 Individual Permit for Groundwater Discharge from a Sewage Treatment Plant

BRP WP 84 Individual Permit for Reclaimed Water Use

BRP WP 85 Individual Permit for Other Groundwater Discharges

A. General Information (cont.)

6. Facility Operator Information:

Give the name, as it is legally referred to, of the person, firm, public organization or other entity which will operate the facility described in this application. If the facility owner is also the operator, write owner and list mailing address only if different from that listed in number 2 above.

Operator Name _____ Operator Company _____
Address _____
City/Town _____ State _____ Zip Code _____ Telephone _____
License Number _____ Operator Grade _____ Email Address _____

7. Preparer of the Application (if different from the Applicant noted in Part A.2):

Preparer's Name _____ Preparer's Company _____
Address _____
City/Town _____ State _____ Zip Code _____ Telephone _____
Preparer's Signature _____ Email Address _____

B. Project Information

1. Does the project affect a site of historic or archeological significance, as defined in regulations of the Massachusetts Historical Commission, 950 CMR 71.00?

Yes No

2. Does this project require a filing under 301 CMR 11.00, the Massachusetts Environmental Policy Act?

Yes No

If yes, has a filing been made? (Please indicate the EOEEA File Number)

Yes No

EOEEA File Number _____

3. Is this a RCRA facility as defined in 314 CMR 8.03? Yes No

If yes, submit the information on Form HW contained in 314 CMR 8.20 in accordance with the provisions of 314 CMR 8.08.



Massachusetts Department of Environmental Protection
 Bureau of Resource Protection – Groundwater Discharge Program
 Individual Permits: Groundwater Discharge Permits;
 Reclaimed Water Use Permit; or
 Permit Renewal/Modification

Transmittal Number # _____

Facility ID/Permit # (if known) _____

Application for Permit to Discharge to Groundwaters of the Commonwealth or for Reclaimed Water Use

- BRP WP 11** Individual Permit Renewal/Modification with Plan Approval
- BRP WP 12** Individual Permit Renewal/Modification without Plan Approval
- BRP WP 79** Individual Permit for Groundwater Discharge from a Sewage Treatment Plant
- BRP WP 84** Individual Permit for Reclaimed Water Use
- BRP WP 85** Individual Permit for Other Groundwater Discharges

B. Project Information (cont.)

4. Location of Discharge: Is the discharge for this facility within:
- a. A Public Water Supply Area? Zone I Zone A Zone II IWPA
 - b. A private water supply area?
 - c. A sole source aquifer?
 - d. 100 feet of an Outstanding Resource Water designated in 314 CMR 4.00, a Special Resource Water designated in 314 CMR 4.00, a cold-water fishery as defined in 314 CMR 9.02, a bathing beach as defined in 104 CMR 445.000, or a shellfish growing area as defined in 314 CMR 9.02?

 Yes No
 - e. A nitrogen-sensitive area as designated by the Department in accordance with 310 CMR 15.215?

 Yes No
 - f. An area where the Department has determined based on a Total Maximum Daily Load or other technical report that more stringent effluent limits than those set forth in the General Permit are required to achieve or maintain compliance with the Massachusetts Surface Water Quality Standards, 314 CMR 4.00?

 Yes No
5. Improvements - Are you required by any Federal, State or local authority to meet any implementation schedule for the construction, upgrading or operation of wastewater treatment equipment or practices or any other environmental programs which may affect the discharges described in this application? This includes, but is not limited to, permit conditions, administrative or enforcement orders, enforcement compliance schedule letters, stipulations, court orders, and grant or loan conditions.

 Yes No

If yes, answer the following:

- a) Description of order or agreement (include enforcement document number, if applicable):

- b) Identification No. of Affected Treatment Facility _____



Massachusetts Department of Environmental Protection

Bureau of Resource Protection – Groundwater Discharge Program

Individual Permits: Groundwater Discharge Permits;
Reclaimed Water Use Permit; or
Permit Renewal/Modification

Transmittal Number # _____

Facility ID/Permit # (if known) _____

Application for Permit to Discharge to Groundwaters of the Commonwealth or for Reclaimed Water Use

BRP WP 11 Individual Permit Renewal/Modification with Plan Approval

BRP WP 12 Individual Permit Renewal/Modification without Plan Approval

BRP WP 79 Individual Permit for Groundwater Discharge from a Sewage Treatment Plant

BRP WP 84 Individual Permit for Reclaimed Water Use

BRP WP 85 Individual Permit for Other Groundwater Discharges

B. Project Information (cont.)

c) Description of Project:

Final Compliance Date _____

6. Has a hydrogeologic study been performed to determine the potential impact of the discharge or activity on the groundwater?

Yes - Application Transmittal Number: _____ Date of Approval: _____

Please attach copy of the DEP Hydrogeologic Report Approval Letter.

No – **STOP: Please Note:** In accordance with 314 CMR 5.09, these permit categories may require that a Hydrogeological Evaluation be submitted to the Department prior to the submittal of the permit application. Please see the application form and instructions for **BRP WP 83**.

7. Are there any groundwater monitoring wells currently in place in the vicinity of the discharge or proposed discharge?

Yes. **If yes, please attach information on the type and location of the wells and available monitoring data.**

No

8. Have plans and specifications for the treatment works been approved (see instructions) by the Department or if approved prior to July 1975, by the Department of Public Health?

Yes **If yes, please attach copy of plans and specifications and approval letter.**

No

9. Have opportunities for reclaimed water been evaluated? Yes No

10. Is there a local regulation governing the construction of wastewater treatment facilities?

Yes **If yes, please include a copy of the local approval.**

No



Massachusetts Department of Environmental Protection
 Bureau of Resource Protection – Groundwater Discharge Program
 Individual Permits: Groundwater Discharge Permits;
 Reclaimed Water Use Permit; or
 Permit Renewal/Modification

 Transmittal Number #

 Facility ID/Permit # (if known)

Application for Permit to Discharge to Groundwaters of the Commonwealth or for Reclaimed Water Use

- BRP WP 11** Individual Permit Renewal/Modification with Plan Approval
- BRP WP 12** Individual Permit Renewal/Modification without Plan Approval
- BRP WP 79** Individual Permit for Groundwater Discharge from a Sewage Treatment Plant
- BRP WP 84** Individual Permit for Reclaimed Water Use
- BRP WP 85** Individual Permit for Other Groundwater Discharges

C. Facility Information (cont.)

6. Type of treatment and disposal system:

7. Location and method of wastewater treatment solids disposal:

8. If a commercial establishment:

a. Are any types of wastewater other than sanitary sewage produced?

- Yes No

If yes: _____
 Specify type of wastewater

Quantity gpd

Method and location of disposal

b. Are any hazardous wastes generated?

- Yes No

9. Does or will the treatment/disposal facility receive industrial wastes?

- Yes No



Massachusetts Department of Environmental Protection
 Bureau of Resource Protection – Groundwater Discharge Program
 Individual Permits: Groundwater Discharge Permits;
 Reclaimed Water Use Permit; or
 Permit Renewal/Modification

Transmittal Number #

Facility ID/Permit # (if known)

Application for Permit to Discharge to Groundwaters of the Commonwealth or for Reclaimed Water Use

- BRP WP 11** Individual Permit Renewal/Modification with Plan Approval
- BRP WP 12** Individual Permit Renewal/Modification without Plan Approval
- BRP WP 79** Individual Permit for Groundwater Discharge from a Sewage Treatment Plant
- BRP WP 84** Individual Permit for Reclaimed Water Use
- BRP WP 85** Individual Permit for Other Groundwater Discharges

C. Facility Information (cont.)

11. Water Supply Data

a. List sources of water supply and annual water consumption for the past five years.

Water Sources	Year 1	Year 2.	Year 3.	Year 4.	Year 5.
1. _____	_____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____	_____
Total:	_____	_____	_____	_____	_____

b) Please show the location of your water sources on the map described in question 10.

D. Additional Information for Reclaimed Water Use (WP 84)

1. Has a Reuse Management Plan been prepared?
 - Yes. **If yes, please attach copy.**
 - No
2. Will the reclaimed water be used by persons other than the permittee?
 - Yes. **If yes, a Service & Use Agreement must be submitted with the application.**
 - No
3. Has the reclaimed water system been prepared in accordance with all applicable requirements of 248 CMR 10.00: Uniform State Plumbing Code?
 - Yes
 - No



Massachusetts Department of Environmental Protection
 Bureau of Resource Protection – Groundwater Discharge Program
 Individual Permits: Groundwater Discharge Permits;
 Reclaimed Water Use Permit; or
 Permit Renewal/Modification

Transmittal Number #

Facility ID/Permit # (if known)

Application for Permit to Discharge to Groundwaters of the Commonwealth or for Reclaimed Water Use

- BRP WP 11** Individual Permit Renewal/Modification with Plan Approval
- BRP WP 12** Individual Permit Renewal/Modification without Plan Approval
- BRP WP 79** Individual Permit for Groundwater Discharge from a Sewage Treatment Plant
- BRP WP 84** Individual Permit for Reclaimed Water Use
- BRP WP 85** Individual Permit for Other Groundwater Discharges

D. Additional Information for Reclaimed Water Use (WP 84) (cont.)

- 4. List the Reclaimed Water Use(s) as defined by 314 CMR 20.17.

E. Additional Information for Other Groundwater Discharges (WP 85)

- 1. Flows, Sources of Pollution and Treatment Technologies
 - a. Attach a line drawing showing the water flow through the facility. Indicate sources of intake water, operations contributing wastewater to the effluent, and treatment units labeled to correspond to the more defined descriptions in Item E.1.B. Construct a water balance on the line drawing by showing average flows between intakes, operations, treatment units and outfalls. If a water balance cannot be determined provide a pictorial description of the nature and amount of any sources of water and any collection or treatment measures.
 - b. For each discharge, provide a description of:
 - 1) All operations contributing wastewater to the effluent, cooling water and runoff;
 - 2) The average flow contributed by each operation; and
 - 3) The treatment received by the wastewater. (Attach additional sheets if necessary.)
 - 4) With the exception of storm water runoff, leaks, or spills please note if any of the discharges described are intermittent or seasonal.

Operations Contributing to Flow:

Identification Number	Operations	Average Flow	Treatment
<hr/>	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>	<hr/>



Massachusetts Department of Environmental Protection
 Bureau of Resource Protection – Groundwater Discharge Program
 Individual Permits: Groundwater Discharge Permits;
 Reclaimed Water Use Permit; or
 Permit Renewal/Modification

Transmittal Number #

Facility ID/Permit # (if known)

Application for Permit to Discharge to Groundwaters of the Commonwealth or for Reclaimed Water Use

- BRP WP 11** Individual Permit Renewal/Modification with Plan Approval
- BRP WP 12** Individual Permit Renewal/Modification without Plan Approval
- BRP WP 79** Individual Permit for Groundwater Discharge from a Sewage Treatment Plant
- BRP WP 84** Individual Permit for Reclaimed Water Use
- BRP WP 85** Individual Permit for Other Groundwater Discharges

E. Additional Information for Other Groundwater Discharges (WP 85)

2. Effluent Limitations:

- a. List any pollutant you know or have reason to believe is discharged or may be discharged from the treatment facilities. For every pollutant you list, briefly describe the reason you believe it to be present, its approximate concentration in the discharge and any analytical data in your possession, which will support your statement. Additional wastewater analysis may be required as part of this application.

Pollutant	Concentration	Source	Available Data
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

- b. Are your operations such that your raw materials, processes, or products can reasonably be expected to vary so that your discharges of pollutants may during the next five years exceed three times the approximate concentrations reported in item 2a?

Yes (please explain) No

- c. Are you planning on adding any new processes over the next five years?

Yes (please specify) No

- d. Are organic compounds used at your facility?

Yes (please explain) No



Massachusetts Department of Environmental Protection
 Bureau of Resource Protection – Groundwater Discharge Program
 Individual Permits: Groundwater Discharge Permits;
 Reclaimed Water Use Permit; or
 Permit Renewal/Modification

Transmittal Number # _____

Facility ID/Permit # (if known) _____

Application for Permit to Discharge to Groundwaters of the Commonwealth or for Reclaimed Water Use

- BRP WP 11** Individual Permit Renewal/Modification with Plan Approval
- BRP WP 12** Individual Permit Renewal/Modification without Plan Approval
- BRP WP 79** Individual Permit for Groundwater Discharge from a Sewage Treatment Plant
- BRP WP 84** Individual Permit for Reclaimed Water Use
- BRP WP 85** Individual Permit for Other Groundwater Discharges

E. Additional Information for Other Groundwater Discharges (WP 85)

3. Were any of the analyses or testing reported in item E.2.a. performed by a contract laboratory or consulting firm?

Yes (provide contact information) No

 Name of Laboratory or Consulting Firm/Contact Person

 Address

 City/Town

 State

 Zip Code

 Telephone

 Email Address

F. Applicant Certification and Signature

I, _____, am eligible to sign this application in accordance with 314 CMR 5.14(1) or 20.15(1), and by signing certify that:

1. **For BRP WP 11, 12, 79 or 85:**

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 diligent 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.

For BRP WP 84:

I attest under the pains and penalties of perjury that I have personally examined and am familiar with the information contained in this document and all attachments, and 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 diligent inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information contained in this submittal is, to the best of my knowledge and belief, true, accurate, and complete. I am authorized to make this attestation on behalf of this permittee. I am aware that there are significant penalties for submitting false, inaccurate or incomplete information, including, but not limited to, the possibility of fine and imprisonment for knowing violations.



Massachusetts Department of Environmental Protection

Bureau of Resource Protection – Groundwater Discharge Program

Individual Permits: Groundwater Discharge Permits;
Reclaimed Water Use Permit; or
Permit Renewal/Modification

Transmittal Number #

Application for Permit to Discharge to Groundwaters of the Commonwealth or for
Reclaimed Water Use

Facility ID/Permit # (if
known)

BRP WP 11 Individual Permit Renewal/Modification with Plan Approval

BRP WP 12 Individual Permit Renewal/Modification without Plan Approval

BRP WP 79 Individual Permit for Groundwater Discharge from a Sewage
Treatment Plant

BRP WP 84 Individual Permit for Reclaimed Water Use

BRP WP 85 Individual Permit for Other Groundwater Discharges

F. Applicant Certification and Signature (cont.)

2. I am aware that submitting a false and misleading certification could lead to modification, suspension, or revocation of any permit granted pursuant to this application, as set forth in 314 CMR 5.12 and 314 CMR 20.19.
3. I shall maintain a copy of all records, regardless of form (e.g., both printed and electronic) upon which I rely in making the certifications in this Section F, until a final decision on this application has been issued by the Department and, if this application is approved, will do so thereafter in accordance with permit conditions. Such records shall include without limitation all documents described in paragraph 1, above, and any supporting documentation provided to me by, or relied upon by, such qualified professionals as I may consult.
4. I will be responsible for publication of public notice of the applicable permit proceedings, as required by 314 CMR 2.06.

Signature of Applicant

Printed Name of Applicant

Date Signed

Name of Preparer

Telephone

Title of Preparer

Email



Massachusetts Department of Environmental Protection
Bureau of Resource Protection – Groundwater Discharge Program
Individual Permits: Groundwater Discharge Permits;
Reclaimed Water Use Permit; or
Permit Renewal/Modification

Transmittal Number #

Facility ID/Permit # (if known)

Application for Permit to Discharge to Groundwaters of the Commonwealth or for Reclaimed Water Use

BRP WP 11 Individual Permit Renewal/Modification with Plan Approval

BRP WP 12 Individual Permit Renewal/Modification without Plan Approval

BRP WP 79 Individual Permit for Groundwater Discharge from a Sewage Treatment Plant

BRP WP 84 Individual Permit for Reclaimed Water Use

BRP WP 85 Individual Permit for Other Groundwater Discharges

G. Additional Certification for Privately Owned Wastewater Treatment Facilities (PWTFs) or Privately Owned Reclaimed Water Systems

1. I hereby acknowledge that it is my responsibility:

a. **For BRP WP 11, 12, 79 or 85:**

- To ensure that I understand the “Requirements for Privately Owned Wastewater Treatment Facilities” set forth at 314 CMR 5.15 (1), (2), and (3) and in related provisions of the Ground Water Discharge Permit Program regulations, 314 CMR 5.00, before I provide the certification in paragraph 2, below;

For BRP WP 84:

- To ensure that I understand the “Requirements for Privately Owned Reclaimed Water Systems” set forth at 314 CMR 20.14(1) and in related provisions of the Reclaimed Water Permit Program regulations, 314 CMR 20.00, before I provide the certification in paragraph 2, below;

- b. to ensure that I have compiled, evaluated and/or established all pertinent documents, instruments, records and information necessary to provide the certification in paragraph 2, below; and
- c. to consult with legal, technical and other qualified professionals, as necessary for me to understand and comply with the above requirements and to make the certification in paragraph 2, below.

2. Based on the foregoing (**select either a or b**):

a. **For BRP WP 11, 12, 79 or 85:**

- I hereby certify that I have fully and completely satisfied and complied with each and every applicable requirement set forth in 314 CMR 5.15 (1), (2), and (3) for an individual permit issued for the construction, installation, modification, operation and maintenance of a PWTF; and will continue to do so until a final decision on this application has been issued by the Department and, if this application is approved, will do so thereafter in accordance with permit conditions.

For BRP WP 84:

- I hereby certify that I have fully and completely satisfied and complied with each and every requirement set forth in 314 CMR 20.14(1), as applicable to the existing or proposed reclaimed water system, for a permit issued under 314 CMR 20.00; and will continue to do so until a final decision on this application has been issued by the Department and, if this application is approved, will do so thereafter in accordance with permit conditions.



Massachusetts Department of Environmental Protection
 Bureau of Resource Protection – Groundwater Discharge Program
 Individual Permits: Groundwater Discharge Permits;
 Reclaimed Water Use Permit; or
 Permit Renewal/Modification

 Transmittal Number #

 Facility ID/Permit # (if known)

Application for Permit to Discharge to Groundwaters of the Commonwealth or for Reclaimed Water Use

- BRP WP 11** Individual Permit Renewal/Modification with Plan Approval
- BRP WP 12** Individual Permit Renewal/Modification without Plan Approval
- BRP WP 79** Individual Permit for Groundwater Discharge from a Sewage Treatment Plant
- BRP WP 84** Individual Permit for Reclaimed Water Use
- BRP WP 85** Individual Permit for Other Groundwater Discharges

G. Additional Certification for Privately Owned Wastewater Treatment Facilities (PWTFs) or Privately Owned Reclaimed Water Systems (cont.)

- b. I hereby acknowledge that no later than sixty (60) days from the date of this application, unless I request in writing and the Department agrees in writing to a later date, and in any case prior to the issuance of a public notice of my draft permit pursuant to 314 CMR 2.06, "Public Notice and Comment," I am required to submit to the Department a fully signed and dated **Supplemental Applicant Certification** (Appendix A), which will include the certification in paragraph 2a, above, and the other paragraphs of this Section G.

- 3. I shall maintain a copy of all records, regardless of form (e.g., both printed and electronic) upon which I rely in making the certifications in this Section G, until a final decision on this application has been issued by the Department and, if this application is approved, will do so thereafter in accordance with permit conditions. Such records shall include without limitation all documents described in paragraph 1, above, and any supporting documentation provided to me by, or relied upon by, such qualified professionals as I may consult in certifying as to the information set forth in paragraph 2, above.

 Signature of Applicant

 Printed Name of Applicant

 Date Signed



Massachusetts Department of Environmental Protection
 Bureau of Resource Protection – Groundwater Discharge Program
 Individual Permits: Groundwater Discharge Permits;
 Reclaimed Water Use Permit; or
 Permit Renewal/Modification

Transmittal Number # _____

Facility ID/Permit # (if known) _____

Application for Permit to Discharge to Groundwaters of the Commonwealth or for Reclaimed Water Use

- BRP WP 11** Individual Permit Renewal/Modification with Plan Approval
- BRP WP 12** Individual Permit Renewal/Modification without Plan Approval
- BRP WP 79** Individual Permit for Groundwater Discharge from a Sewage Treatment Plant
- BRP WP 84** Individual Permit for Reclaimed Water Use
- BRP WP 85** Individual Permit for Other Groundwater Discharges

Appendix A: Supplemental Applicant Certification For Privately Owned Wastewater Treatment Facilities OR Privately Owned Reclaimed Water Systems

On _____,
 (insert date)

the undersigned applicant submitted a BRP WP _____ application for a
 (insert permit type number)
 _____ for the
 (insert permit type name)

 (insert facility name)

By its signature hereto, the undersigned applicant hereby incorporates this instrument into and makes this instrument a part of, said application.

1. 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 diligent 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. I will be responsible for publication of public notice of the applicable permit proceedings, as required by 314 CMR 2.06.
2. I am aware that submitting a false and misleading certification could lead to modification, suspension, or revocation of any permit granted pursuant to this application, as set forth in 314 CMR 5.12 and 314 CMR 20.19.
3. I hereby acknowledge that it is my responsibility:

a. **For BRP WP 11, 12, 79, 85:**

- To ensure that I understand the “Requirements for Privately Owned Wastewater Treatment Facilities” set forth at 314 CMR 5.15 (1), (2), and (3) and in related provisions of the Ground Water Discharge Permit Program regulations, 314 CMR 5.00, before I provide the certification in paragraph 4, below;

For BRP WP 84:

- To ensure that I understand the “Requirements for Privately Owned Reclaimed Water Systems” set forth at 314 CMR 20.14(1) and in related provisions of the Reclaimed Water permit Program regulations, 314 CMR 20.00, before I provide the certification in paragraph 4, below;

- b. to ensure that I have compiled, evaluated and/or established all pertinent documents, instruments, records and information necessary to provide the certification in paragraph 4, below; and,



Massachusetts Department of Environmental Protection
 Bureau of Resource Protection – Groundwater Discharge Program
 Individual Permits: Groundwater Discharge Permits;
 Reclaimed Water Use Permit; or
 Permit Renewal/Modification

 Transmittal Number #

 Facility ID/Permit # (if known)

Application for Permit to Discharge to Groundwaters of the Commonwealth or for Reclaimed Water Use

- BRP WP 11** Individual Permit Renewal/Modification with Plan Approval
- BRP WP 12** Individual Permit Renewal/Modification without Plan Approval
- BRP WP 79** Individual Permit for Groundwater Discharge from a Sewage Treatment Plant
- BRP WP 84** Individual Permit for Reclaimed Water Use
- BRP WP 85** Individual Permit for Other Groundwater Discharges

Appendix A: Supplemental Applicant Certification For Privately Owned Wastewater Treatment Facilities OR Privately Owned Reclaimed Water Systems (cont.)

- c. to consult with legal, technical and other qualified professionals, as necessary for me to understand and comply with the above requirements and to make the certification in paragraph 4, below.
4. Based on the foregoing:

For BRP WP 11, 12, 79 or 85:

I hereby certify that I have fully and completely satisfied and complied with each and every applicable requirement set forth in 314 CMR 5.15 (1), (2), and (3) for an individual permit issued for the construction, installation, modification, operation and maintenance of a PWTF; and will continue to do so until a final decision on this application has been issued by the Department and, if this application is approved, will do so thereafter in accordance with permit conditions; **or**

For BRP WP 84:

I hereby certify that I have fully and completely satisfied and complied with each and every requirement set forth in 314 CMR 20.14(1), as applicable to the existing or proposed reclaimed water system, for a permit issued under 314 CMR 20.00; and will continue to do so until a final decision on this application has been issued by the Department and, if this application is approved, will do so thereafter in accordance with permit conditions.

5. I shall maintain a copy of all records, regardless of form (e.g., both printed and electronic) upon which I rely in making the certifications in this Supplemental Certification, until a final decision on this application has been issued by the Department and, if this application is approved, will do so thereafter in accordance with permit conditions. Such records shall include without limitation all documents described in paragraph 1, above, and any supporting documentation provided to me by, or relied upon by, such qualified professionals as I may consult in certifying as to the information set forth in paragraph 4, above.

 Signature of Applicant

 Printed Name of Applicant

 Date Signed