

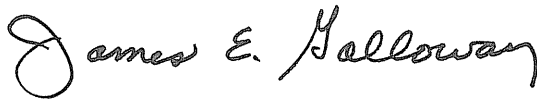
Troutdale Administrative Rules 004

1. **Purpose.** To establish criteria for accepting stormwater, surface water, groundwater, artesian well water, roof runoff, subsurface drainage, swimming pool discharge, condensate, deionized water, non-contact cooling water and unpolluted wastewater ("Discharge") into the City's publicly-owned treatment works (POTW).
2. **Authority.** The authority to promulgate these Troutdale Administrative Rules pertaining to Discharge to the POTW is contained in Section 12.07.020 of the Troutdale Municipal Code.
3. **Policy.** Discharges may not be introduced into the POTW unless requested and approved in accordance with the criteria in these Troutdale Administrative Rules.
4. **Application.** An application to introduce Discharge into the POTW must be submitted in writing to the Public Works Director, City of Troutdale, 342 SW 4th Street, Troutdale, OR 97060. The application must contain the following:
 - A. The person, business, or entity making the request, including the name of the operator and owner.
 - B. The address of the business from which the Discharge will occur.
 - C. The nature and characteristics of the Discharge, as verified by an analysis of a representative sample, if available. At a minimum, the sample and analysis must include metals, BOD, TSS, FOG, and pH in accordance with the techniques prescribed in 40 CFR Part 136 and amendments thereto. If no sample is available, the application must contain the estimated nature and characteristics, which will be verified when a sample is available.
 - D. The temperature of the Discharge.
 - E. Signatories and certifications as contained in Section 12.07.210 of the Troutdale Municipal Code.
 - F. An explanation of disposal means other than discharge to the POTW that were considered and why none of those alternatives were implemented.
 - G. The maximum volume of Discharge in any 24-hour period, which may not exceed 2,500 gallons from any single Discharge nor more than 15,000 gallons total Discharge from all dischargers.
 - H. An acknowledgement that if the application is approved, the applicant will pay all applicable system development charges and monthly user fees for the Discharge.
 - I. An acknowledgement that if the application is approved, the applicant will install and maintain in constant working order flow monitoring equipment to measure the volume of Discharge.

- J. An acknowledgement that if the application is approved, the applicant may be required to monitor and periodically report to the City the volume and character of the Discharge.
 - K. An acknowledgement that if the application is approved, the applicant will enter into a special agreement with the City setting out special terms under which they may discharge to the POTW.
5. **Evaluation.** The application will be evaluated by the City and approved, disapproved, or returned for further information within thirty (30) days after receipt. The application shall be deemed to have been submitted on the date postmarked. For applications not mailed, the date of receipt of the application shall govern. An application will be approved if it provides all information required; does not constitute a hazard to the POTW, City personnel, the general public or the Sandy River; does not result in a total Discharge to the POTW greater than 15,000 gallons daily; does not cause the City to violate its NPDES permit; and does not cause or materially contribute to pass-through or interference.
6. **Approval.** Upon approval by the City, the applicant shall enter into a special agreement with the City. The special agreement shall include a statement of duration, which in no event shall exceed five (5) years. The special agreement shall be nontransferable without prior notification and approval from the City in accordance with Section 12.07.270 of the Troutdale Municipal Code. The special agreement may be revoked for good cause for any of the following reasons: failure to notify the City of changed conditions, including changes in wastewater characteristics and/or other options for disposal; misrepresentation or failure to fully disclose all relevant facts in the application; falsifying analytical results or monitoring reports, if applicable; tampering with monitoring equipment; refusing to allow the City timely access to the facility premises and records; failure to pay sewer charges; failure to provide advance notice of the transfer of business ownership; or any other violation of Chapter 12.07 of the Troutdale Municipal Code. The applicant shall reapply for Discharge approval a minimum of ninety (90) days prior to the expiration of the special agreement.

Enacted this nineteenth day of July, 2007

By:



Public Works Director