

# MARYLAND DEPARTMENT OF THE ENVIRONMENT

## GENERAL PERMIT Number 16-VW for the DISCHARGE of Exterior Vehicle Washwater to Groundwater from Commercial and Business-Related Vehicle Washing Operations Notice of Intent (NOI) for Permit No. 16-VW

### DISCHARGE PERMIT NO. 16-VW

Submission of this NOI constitutes notice that the party identified in Section I of this form intends to be authorized by a State permit issued for discharges from exterior vehicle washing identified in Section II of this form. All information requested must be provided in order to be considered for authorization to discharge under this permit. **Instructions are provided at the end of this form.**

SECTION I: Facility Owner/Operator Information			
<b>(A)</b> Owner/Operator Name			
<b>(B)</b> Primary Contact Name		Title	
Telephone Number		Email Address	
<b>(C)</b> Mailing Address			
City		State	Zip Code
<b>(D)</b> Email Address			
<b>(E)</b> Worker's Comp Insurance	Company Name		Policy Number
SECTION II: Facility Information			
<b>(F)</b> Name of Facility			
<b>(G)</b> Facility Address (if different than your mailing address)			
City	State	Zip Code	County
<b>(H)</b> SIC Code	Nature of Business (describe briefly)		
<b>(I)</b> Latitude		Longitude	
<b>(J)</b> Source of Water Supply:		<b>(K)</b> Sanitary Waste:	
Individual Private Well		Individual Septic System	
Public/Community Water Supply		Public/Sanitary Sewer	
Other: _____		Holding Tank	
_____		Other: _____	
_____		_____	
<b>(L)</b> Do you have an Existing Industrial Groundwater Discharge Permit for vehicle washing?    Yes    No If yes, what is the permit number? _____			
<b>(M)</b> Do you have an Existing Vehicle Washing Operation?    Yes    No If yes, submit washwater analysis for TPH & VOCs.			

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### SECTION III: Discharge Information

#### (N) Vehicle Washing

Amount of vehicle washwater discharged per day (in gallons):

Average number of vehicles washed per day:

Average number of days vehicles are washed per week:

*Washing Methods:* High-Pressure Wash (pressure washer):    or    Low-Pressure Wash(garden hose):

**(O) Methods of Wastewater Discharge:**  
*(Check all that apply)*

**(P) Methods of Wastewater Treatment:**  
*(Check all that apply)*

Drainfield

Oil/Water Separator

Seepage Pit/Dry Well

Grit Trap

Overland Flow/Infiltration Basin

Absorbent Pads

Spray Irrigation

Carbon Filtration

Other: \_\_\_\_\_  
\_\_\_\_\_

Other: \_\_\_\_\_  
\_\_\_\_\_

#### (Q) Number of Outfalls:

**(R) Include Material Safety Data Sheets (MSDS) for all chemical additives and/or detergents used in washing, if applicable.    **MSDS included?****

### SECTION IV: Site Map and Washwater Analysis

Site map included

Initial washwater analysis included

### SECTION V: Certification

To be completed by a responsible corporate officer, proprietor, general partner, principal executive officer, or ranking elected official or their duly authorized representative, as detailed in Part II.C of the permit.

*"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, 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."*

Signature/Certifier

Date

Signatory Name/Title: Typed or Printed

Telephone Number

NOI Preparer (Complete if NOI was prepared by someone other than the certifier)

Prepared by:

Telephone Number

Email Address

**Submit completed form to: ATTN: Groundwater Discharge Permit Division, WMA-Wastewater Permit Division, Maryland Department of the Environment, 1800 Washington Blvd., STE-455, Baltimore, MD 21230**

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#### **WHO MUST FILE**

The operator of a facility that is requesting to discharge exterior vehicle washwater must submit a Notice of Intent (NOI) to obtain coverage under the General Discharge Permit No. 16-VW. If you have a question about whether you need this discharge permit, contact the Maryland Department of the Environment (MDE), Wastewater Permits Program, at 410-537-3778.

Submission of this NOI constitutes notice that the party identified in Section I of this form intends to be authorized by a State permit issued for exterior vehicle washwater discharges identified in Section II of this form. Authorization to discharge begins upon notification of registration by MDE. The permit is available using this link [bit.ly/16-VW](http://bit.ly/16-VW) or via MDE's website.

#### **SECTION I: Owner/Operator Information**

- (A) Provide the legal name of the person, firm, public organization, or other entity that operates the industrial facility described in Section II of this application. An operator of a facility is a legal entity that controls the operation of the facility.
- (B) Provide the name of the Primary Contact; title of Primary Contact; Primary Contact phone number; Primary Contact e-mail address.
- (C) Provide the primary facility contact mailing address; city; state; zip. All correspondence will be sent to this address.
- (D) Provide the email address of the Primary Contact.
- (E) Provide worker's compensation insurance information for the facility identified in this section of the application.

#### **SECTION II: Facility Information**

- (F) Provide the name of facility – enter "same" if the name does not differ from the information in Section I (A).
- (G) Provide the physical address; city; state; zip – enter "same" if the address does not differ from the information in Section I (C); Provide the County where the facility is located. If this is a contiguous system spanning multiple counties or cities, list all county or cities associated with mailing address.
- (H) Provide the primary and any co-located four-digit Standard Industrial Classification (SIC) code describing the facility. Also provide a short written explanation of the industrial process category (e.g., scrap recycling of automobiles). The current Department of Labor's - Occupation, Safety and Health Administration (OSHA) website (<http://www.osha.gov/pls/imis/sicsearch.html>) provides a detailed written description of SIC codes.
- (I) Provide latitude and longitude of the discharge/outfalls requesting to be permitted. To obtain coordinates, you may use a GPS to find location within your site. There are internet options that you can also use, such as Google's Tool. A step by step method can be found at this URL: <http://www.wikihow.com/Find-the-GPS-Coordinates-of-an-Address-Using-Google-Maps>.
- (J) Provide the source of your water supply – individual private well (groundwater), city/county water (public/community water supply) or some other source not mentioned.
- (K) Provide the method of disposal for sanitary waste.
- (L) Indicate whether your facility has an existing industrial groundwater discharge permit for vehicle washwater. If so, please provide the State discharge permit number.
- (M) Indicate whether your facility has an existing vehicle washwater operation. If so, a chemical analysis for Total Petroleum Hydrocarbons (TPH) and Volatile Organic Compounds (VOCs) of a representative sample of vehicle washwater should be included with the NOI. (EPA Method 624 should be used to test for VOCs).

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### **SECTION III: Discharge Information**

**(N)** Provide the approximate amount of vehicle washwater discharged per day, the average number of vehicles washed per day, how many days per week vehicle washing is done and whether or not a high-pressure washer (low volume discharge) or a low-pressure washer (high volume discharge) is used in washing.

**(O)** Provide all methods of vehicle washwater discharge.

**(P)** Identify all methods of washwater treatment.

**(Q)** Provide the number of vehicle washwater discharge locations (outfalls).

**(R)** List all chemical additives and/or detergents to be used in vehicle washing. Indicate whether a copy of the MSDS/SDS (Material Safety and Data Sheet/Safety Data Sheet) for each additive/detergent is included with the NOI.

### **SECTION IV: Site Map and Washwater Analysis**

A site map identifying the vehicle washwater discharge locations should be included with the NOI. The site map should provide significant points of reference (i.e., road, building, etc.) near the discharge location.

The initial washwater analysis should be of a representative sample of vehicle washwater analyzed (tested) for TPH & VOCs (see Section II. (M) above).

### **SECTION V: Certification**

Signatures and Certifications are detailed in the permit Part II.C. Individuals who discharge to waters of the State without an individual State or general State/NPDES discharge permit, are in violation of the Federal Clean Water Act and of the Environment Article, Annotated Code of Maryland, and may be subject to penalties. An original signature and date is required.

### **HOW TO SUBMIT:**

Send the completed NOI to **ATTN: Groundwater Discharge Permit Division, WMA-Wastewater Permit Division, Maryland Department of the Environment, 1800 Washington Blvd., STE-455 Baltimore, MD 21230**. You must ensure that the form is completely filled out and the initial wastewater analysis, MSDS for each additive and a site map is included with your NOI. We will contact you for a site visit after we have received your application.

Please do not submit payment with this application. You will be billed according to the fee structure outlined in the Fact Sheet.

**NOTE:** Permit coverage will not begin until you receive written confirmation.

**QUESTIONS:** Please contact Tracy Rocca-Weikart at 410-537-3778 or [tracy.rocca-weikart@maryland.gov](mailto:tracy.rocca-weikart@maryland.gov).