



Maryland Department of the Environment  
 Application for a State Groundwater Discharge Permit  
 for Domestic Wastewater

SECTION 1. FACILITY AND APPLICANT INFORMATION — COMAR 26.08.04.01-1B(2)

Facility and Applicant Information	Facility Name				
	1.1				
	Facility Location				
	Street Address:				
	1.2 City:		ZIP Code:	County:	
	Latitude:		Longitude:		
	Applicant Information				
	Name:		Point of Contact:		
	Phone Number:		Email Address:		
	Street Address:				
	1.3 City:		ZIP Code:	County:	State:
	Organization Federal Tax Identification or Individual Social Security Number:		Insurance Provider Name:	Policy Expiration Date:	Workers' Compensation Insurance Binder/Policy Number:
	<p><b>Note:</b> Disclosure of your organization's Federal Tax Identification Number or your personal Social Security Number with this application is mandatory under the Maryland Code, Environment §1-203(b)(2).</p>				
	Property Owner Information				
Is the Applicant also the Property Owner?		Yes:	<input type="checkbox"/>	No: <input type="checkbox"/>	
Name:		Point of Contact:			
1.4 Phone Number:		Email Address:			
Street Address:					
City:		ZIP Code:	County:	State:	

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SECTION 1. FACILITY AND APPLICANT INFORMATION (CONT'D)

Facility and Applicant Information (continued)	Operator Information				
	Is the Applicant also the Operator?		Yes: <input type="checkbox"/>		No: <input type="checkbox"/>
	Name:		Point of Contact:		
	Phone Number:		Email Address:		
	1.5 Street Address:				
	City:	ZIP Code:	County:	State:	
	State Board-Certified Waste Systems Operator:			<b>Note:</b> Wastewater treatment and disposal systems <u>must</u> be operated by a state-certified operator. See COMAR 26.06.01.	
	Application Type				
	1.6 New Application: <input type="checkbox"/> Renewal Application: <input type="checkbox"/> Modification: <input type="checkbox"/>				
Previous Permit Number (if applicable):					

SECTION 2. TYPE OF DISCHARGE AND TREATMENT FACILITY — COMAR 26.08.04.01-1B(4)

Type of Discharge and Treatment Facility	Type of Facility				
	Description of operations:				
	2.1 NAICS Code(s):		Is this facility operated by a public or private entity?		Public: <input type="checkbox"/>
					Private: <input type="checkbox"/>
	Method(s) of Wastewater Treatment ( <b>check all applicable boxes</b> )				
	2.2 Conventional Septic System: <input type="checkbox"/>		Advanced Septic System: <input type="checkbox"/>		
	Lagoon System: <input type="checkbox"/>		Activated Sludge: <input type="checkbox"/>		
	Extended Aeration: <input type="checkbox"/>		Contact Stabilization: <input type="checkbox"/>		
	Sequencing Batch Reactor: <input type="checkbox"/>		Rotating Biological Contactor: <input type="checkbox"/>		
	Oxidation Ditch: <input type="checkbox"/>		Sand Filter: <input type="checkbox"/>		
Trickling Filter: <input type="checkbox"/>					
Other (describe): <input type="checkbox"/>					
Method(s) of Wastewater Discharge ( <b>check all applicable boxes</b> )					
2.3 Spray Irrigation: <input type="checkbox"/>		Drip Irrigation: <input type="checkbox"/>			
Absorption Trenches/Drain Field: <input type="checkbox"/>		Seepage Pit: <input type="checkbox"/>			
Injection Well (under pressure): <input type="checkbox"/>		Injection Well (dry): <input type="checkbox"/>			
Other (describe): <input type="checkbox"/>					

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SECTION 3. NATURE OF WASTE, WASTEWATER, OR POTENTIAL POLLUTANT — COMAR 26.08.04.01-1B(4)

Nature of Waste, Wastewater, or Potential Pollutant	Types of Wastewater ( <b>check all applicable boxes</b> )			
	Sanitary: <input type="checkbox"/>		Industrial: <input type="checkbox"/>	
	Cooling Water: <input type="checkbox"/>		Water Treatment: <input type="checkbox"/>	
	Sludges: <input type="checkbox"/>		Process Wastewater: <input type="checkbox"/>	
	Aquaculture Wastewater: <input type="checkbox"/>		Briefly describe how wastewater is generated:	
	Quantity of Wastewater and Residuals			
	Wastewater		Solids/Sludge	
	Average gallons per day: <input type="checkbox"/>		Max gallons per day: <input type="checkbox"/>	
	Average tons per day: <input type="checkbox"/>		Max tons per day: <input type="checkbox"/>	
	Period of discharge			
Seasonal (describe): <input type="checkbox"/>		Year-round: <input type="checkbox"/>		
Population served:				
Water Supply Source				
Groundwater (wells): <input type="checkbox"/>		Public Supply: <input type="checkbox"/>		
Surface Water: <input type="checkbox"/>		No water used: <input type="checkbox"/>		
Pounds of fish per pond (if aquaculture pond):				

SECTION 4. FACILITY LOCATION MAP & SUPPORTING DOCUMENTS — COMAR 26.08.04.01-1B(2)(d), (3), and (4)

Facility Location Map & Supporting Documents	Facility Map		
	4.1 Have you attached a map showing the location of the facility and any actual or planned outfalls, sampling points, flow meters, treatment areas, and monitoring wells? A sufficient map will indicate scale and orientation, and will include a key and labels as necessary.		
	Yes: <input type="checkbox"/>		No: <input type="checkbox"/>
	Treatment and Discharge Diagram		
	4.2 Have you attached a line drawing, flow chart, or similar drawing that shows how water flows from the source(s) into the treatment facility, through each step of the treatment process, and out to the discharge location(s)?		
	Yes: <input type="checkbox"/>		No: <input type="checkbox"/>
	Outfall and Monitoring Well Locations		
	4.3 Have you attached a document listing the coordinate locations of all outfalls and monitoring wells? Acceptable documentation includes (1) a table of all outfalls and monitoring wells with coordinates, or (2) a GIS layer or shapefile that includes points or polygons for all outfalls and monitoring wells.		
	Yes: <input type="checkbox"/>		No: <input type="checkbox"/>
	Hydrogeological Report ( <b>new permit or permit modification applications only</b> )		
4.4 Have you attached a hydrogeological report sufficient to demonstrate the feasibility of the proposed facility? A template may be found in Appendix B of the Department's <i>Guidelines for Land Application/Reuse of Treated Municipal Wastewaters (MDE-WMA-001-04/10)</i> , which can be downloaded from mde.maryland.gov.			
Yes: <input type="checkbox"/>		No: <input type="checkbox"/>	
Other Attachments			
4.5 Have you attached any additional document(s) not listed? If so, provide a description.			
Yes: <input type="checkbox"/>		No: <input type="checkbox"/>	

**Note:** Facility average and maximum wastewater volumes should match the County Water & Sewer Plan. MDE cannot issue discharge permits for wastewater volumes in excess of the volumes listed in the Water & Sewer Plan. See COMAR 26.04.02.03L and 08.04.02A(2)(b).

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SECTION 5. CERTIFICATION STATEMENT — COMAR 26.08.04.01-1B(5)

Certification Statement	Certification Statement	
	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.	
	Authorized Representative	
	COMAR 26.08.04.01-1B(5) requires that applications for a State Discharge Permit be signed by a responsible official as indicated: For corporations, by principal executive officer or authorized representative; For partnerships, by a general partner; For proprietorship, by the proprietor; or, for municipal, State or other public facility, by a principal executive officer, ranking elected official or other authorized employee.	
	5.1	Full Name
	Signature	Date Signed

SECTION 6. SUBMITTAL OF APPLICATION

Submittal of Application	6.1	Submit complete application and attachments to <a href="mailto:groundwaterpermits.mde@maryland.gov">groundwaterpermits.mde@maryland.gov</a> . Submit complete printed application and attachments with wet signature to:  <b>Attn: Groundwater Permits</b> <b>Maryland Department of the Environment</b> <b>Suite 455</b> <b>1800 Washington Boulevard</b> <b>Baltimore, Maryland 21230-1720</b>  Forward one signed copy and attachments to the appropriate local government Environmental Health Director. Retain a copy for your records.

**Please direct any questions concerning this application to the Groundwater Discharge Permits Division by emailing [groundwaterpermits.mde@maryland.gov](mailto:groundwaterpermits.mde@maryland.gov) or calling Mary Dela Onyemaechi, Division Chief at (410) 537-3106.**

## SECTION 7. NOTICES

Notices	7.1	Environment Article §1-202 provides that the applicant for a permit or license to engage in any activity in which the applicant may employ a "covered employee," as defined in §9-101 of the Labor and Employment Article of the Annotated Code of Maryland, shall provide to the Department the policy or binder number of a valid workers'compensation insurance policy that has been issued to the applicant. Such a filing is required before the Department may issue any such license or permit. Alternatively, the applicant shall file a Certificate of Compliance issued by the Maryland Workers' Compensation Commission.
	7.2	Environment Article §4-401 defines a "discharge" as the addition, introduction, leaking, spilling, or emitting any pollutant to State waters or the placing of any pollutant in a location where it is likely to pollute.
	7.3	Environment Article §9-323 provides that a person shall hold a discharge permit issued by the Department before the person may construct, install, modify, or operate any wastewater disposal system if its operation could cause or increase the discharge of pollutants into any waters of the State.
	7.4	COMAR 26.04.02.02F provides that a person may only dispose of sewage, body or industrial wastes in accordance with an approved on-site sewage disposal permit approved by the local county health officer or other county official authorized to administer environmental laws.
	7.5	COMAR 26.08.03.01A(7) & 04.02A(2)(b) provide that a discharge must be in compliance with all plans approved by the State prior to the issuance of a discharge permit. This includes the county's comprehensive water and sewer plan.
	7.6	COMAR 26.08.04.01-1B(3) provides that if the discharge is to be from a new facility, preliminary plans and specifications, sufficiently adequate in scope and form to evaluate the proposed facility, shall be submitted with the application.
	7.7	COMAR 26.08.04.01-1B(4) provides that the Department may require that an applicant for a State Discharge Permit provide additional reports, specifications, plans or other information on the existing or proposed discharge if deemed necessary to allow the Department to adequately evaluate the discharge.
	7.8	COMAR 26.08.04.01-1D & E provide that the applicant shall pay for the cost of the public notice(s) and for transcripts from any informational meetings or public hearings. Failure to pay the costs of public notification or failure to attend the public informational meetings or public hearings may result in the Department not approving the applicant's permit.
	7.9	<p><b>Other applicable laws and regulations:</b></p> <p><u>Environmental Article:</u></p> <p>Title 4, Subtitle 4: Water Pollution Control and Abatement      Title 9, Subtitle 2: Regulation by State      Title 9, Subtitle 3: Water Pollution Control      Title 9, Subtitle 5: County Water and Sewerage Plans</p> <p><u>Code of Maryland Regulations (COMAR):</u></p> <p>COMAR 26.03.01 - Planning Water Supply &amp; Sewerage Systems      COMAR 26.04.02 - Sewage Disposal &amp; Certain Water Systems for Homes and other Establishments in the Counties of Maryland Where a Public Sewerage System is not available      COMAR 26.08 - Water Pollution</p>
	7.10	Privacy Act Notice: This notice is provided pursuant to the Federal Privacy Act of 1974, U.S.C Section 552a. <b><u>Disclosure of your organization's Federal Tax Identification number or your personal Social Security number with this application is mandatory pursuant to the Maryland Environment Article, Section 1-203 (2003)</u></b> , which requires MDE to verify that applicants for the renewal of permits or licenses have paid all undisputed taxes and unemployment insurance. This information will not be used for any purposes other than those described in this Notice.