

## INSTRUCTIONS

### Notice of Intent (NOI) for a Type 3 Recycled Water General Permit (Agent)

#### INSTRUCTIONS

Every person who applies for a Type 3 Recycled Water General Permit, as provided by Arizona Administrative Code (A.A.C.) Title 18, Chapter 9, Article 7, must file a Notice of Intent (NOI) to operate, required under A.A.C. R18-9-A704(C). A person intending to operate under a general permit must comply with all provisions of the general permit and other applicable requirements of statute and rule. The NOI must be filed with ADEQ by certified mail, in person, or by another method approved by ADEQ on a form provided by ADEQ, along with any required attachments per Sections 3 and 4 on the NOI.

#### GENERAL INFORMATION

This NOI is an application to operate as a Reclaimed Water Agent under 18 A.A.C. 9, Article 7. A person holding a Type 3 Recycled Water General Permit as a reclaimed water agent (“Agent”) is responsible for the direct reuse of reclaimed water by more than one end user. Persons seeking authorization under this NOI must:

1. Meet the requirements of Article 7 and the specific terms of the Type 3 Recycled Water General Permit for a reclaimed water agent found in R18-9-B710;
  - a. The Applicant/Permittee is a city town, district, corporation, organization, etc. Corporations must be registered with the Arizona Corporation Commission to do business in the state of Arizona.
  - b. The signatory for a corporation is the responsible corporate officer; the signatory for a municipality, state, federal, or other public agency, must be either a principal executive officer or ranking elected official.
2. File the NOI form with required supplemental documents;
3. Pay the \$1,500 general permit review fee. Review fees are flat-rate fees specified in A.A.C. R18-14-110, Table 7 and are NON-REFUNDABLE;
4. Satisfy any deficiency requests from ADEQ;
5. Receive a written Verification of General Permit Conformance from ADEQ.

Note: Please ensure the narrative, design drawings, and any supplemental information provided are comprehensive and adequate to demonstrate conformance with A.A.C. R18-9- B710.

#### FEES

The review fee for a Type 3 General Permit for a Reclaimed Water Agent is \$1,500. Payment must accompany this NOI upon submittal to ADEQ. Review fees, which are flat rate fees specified in A.A.C. R18-14-110, Table 7, are NON-REFUNDABLE.

#### SUBMITTAL

Submit two copies of this NOI, supplemental documentation, and the fee to the following address:

Arizona Department of Environmental Quality  
Water Reuse Value Stream  
1110 West Washington Street, Mail Code 5415B-3  
Phoenix, Arizona 85007

#### CONTACT INFORMATION

For questions about this NOI or about the ADEQ reclaimed water rules or standards, contact the ADEQ Water Reuse Value Stream locally at (602) 771-4999, or (800) 234-5677, extension 771-4999.

If a reuse site is located in a Waters of the U.S., contact the ADEQ Surface Water Section at (602) 771-4689 for further instructions; if it is determined to be subject to an AZPDES permit, it shall not be regulated under a reclaimed water permit.

**PERMIT EXPIRATION AND RENEWAL**

After reviewing the NOI, ADEQ determines whether the direct reuse conforms with the conditions of a Type 3 Recycled Water General Permit and all other applicable requirements of this Article. If approved, ADEQ will send a written Verification of General Permit Conformance with your permit number and expiration date. The term of the Permit is five years from the effective date. The permittee shall submit an application for renewal at least 30 days before the expiration date. Type 3 Reclaimed Water General Permits must be renewed in accordance with A.A.C. R18-9-A705 or they will expire.

**PERMIT REQUIREMENTS**

A Reclaimed Water Agent shall comply with the following:

1. Signage requirements as specified in A.A.C. R18-9-B702(I) (see below).
2. Impoundment liner requirements specified under A.A.C. R18-9-B705(C), B707(B), or B708(B) as applicable.
3. Nitrogen management requirements specified under A.A.C. R18-9- B705(C), B707(B), or B708(B) as applicable.

A person holding a Type 3 Recycled Water Permit for a Reclaimed Water Agent shall:

1. Maintain a contractual agreement with each end user stipulating any end user responsibilities for the requirements specified under A.A.C. R18-9-B710(B);
2. Record and report annually the following information to ADEQ by January 31, for the immediately preceding year:
  - a. The total volume of reclaimed water delivered by the reclaimed water agent;
  - b. The volume of reclaimed water delivered to each end user for Class A, Class B, and Class C reclaimed water;
  - c. Any change in the information submitted under End User/Reuse Site Information.

**SIGNAGE REQUIREMENTS**

**R18-9-B702(I)** A permittee shall place and maintain signage at locations specified in Table 1 so the public is informed that reclaimed water is in use and that no one should drink from the system.

**Table 1 Signage and Notification Requirements for Direct Reuse Sites**

Reclaimed Water Class	Hose Bibbs	Residential Irrigation	Schoolground Irrigation	Other Open Access Irrigation	Restricted Access Irrigation	Mobile Reclaimed Water Dispersal
A+, A	Each bibb at valve	Front yard, or all entrances to a subdivision if the signage is supplemented by written yearly notification to individual homeowners by the homeowner's association.	On premises visible to staff and students	None	None	On dispersal equipment and visible to the public
B+, B	Each bibb at valve	Direct Reuse Not Allowed	Direct Reuse Not Allowed	Direct Reuse Not Allowed	1. Ingress points; 2. At reasonably spaced intervals of not more than 1/4 mile, at the reuse site or along the open water conveyance, unless access to vehicular and pedestrian traffic is secured; and 3. If applicable, notice on golf score cards	On dispersal equipment and visible to the public
C	Each bibb at valve	Direct Reuse Not Allowed	Direct Reuse Not Allowed	Direct Reuse Not Allowed	1. Ingress points; 2. At reasonably spaced intervals of not more than 1/4 mile, at the reuse site or along the open water conveyance, unless access to vehicular and pedestrian traffic is secured; and 3. If applicable, notice on golf score cards	On dispersal equipment and visible to the public

Note: All impoundments with open access including lakes, ponds, ornamental fountains, waterfalls, and other water features shall be posted with signs regardless of the class of reclaimed water.



**NOTICE OF INTENT (NOI) FOR A TYPE 3  
RECYCLED WATER GENERAL PERMIT,  
RECLAIMED WATER AGENT**

**1. Name of Applicant/Permittee (Permittee must sign the Certification of Compliance in #5 on page 2)**

Name of Applicant			
Signatory		Phone	
Title		Email	
Address			
City	State	Zip	

**2. Name of Authorized Contact Person for the Permittee (if applicable)**

Name			Phone	
Title			Email	
Name of Company				
Address				
City	State	Zip		

**3. End User/Reuse Site Information (provide as an attachment for each additional end user)**

Name of End User	
Address	
Telephone number	
Address or Location of the reuse site ( <i>if the site has no address, describe the location</i> )	
County	
Township, Range, Section, 1/4, 1/4, 1/4.	
Latitude and longitude of the approximate center point.	° ' " N ° ' " W
Describe the reuse activity, including type of vegetation being irrigated (turf, trees, shrubs, alfalfa, etc.)	
Approximate acreage (if applicable)	
<b>For Class A, B, or C reclaimed water ONLY:</b> Estimated annual volume of reclaimed water to be used	
A map showing the location of each reuse site.	

**4. Wastewater Treatment Facility or Blending Facility providing reclaimed water**

Name of wastewater treatment facility:	
Aquifer Protection Permit (APP) Number:	
Address:	

Class of Reclaimed Water to be delivered to end users		
<input type="checkbox"/> Class A+ Reclaimed Water	<input type="checkbox"/> Class A Reclaimed Water	<input type="checkbox"/> Class C Reclaimed Water
<input type="checkbox"/> Class B+ Reclaimed Water	<input type="checkbox"/> Class B Reclaimed Water	
Estimated <b>total annual volume</b> of reclaimed water to be delivered for use by all end users, in million gallons (mg):	mg	
Briefly describe the contractual arrangement between the Agent and each end user, including end user responsibilities for requirements under A.A.C. R18-9-B710(B).		
<b>5. Certification of Compliance (must be signed by the Signatory as identified in #1 above.)</b>		
I, ( <i>print name</i> ) _____, certify that this Notice of Intent and all attachments were prepared under my direction or authorization and all information is, to the best of my knowledge, true, accurate and complete. I am aware that there are significant penalties for submitting false information including permit revocation as well as the possibility of fines and imprisonment for knowing violations. I also certify that I have read and understand the requirements to use reclaimed water for beneficial purposes as stated in A.A.C. R18-9, Article 7, and A.A.C. R18-11, Article 3, and that I shall abide by the terms of these rules. I shall post signs as specified in A.A.C. R18-9-B702(I).		
Signature:	Date:	

Pursuant to A.R.S. § 41-1030:

- (1) ADEQ shall not base a licensing decision, in whole or in part, on a requirement or condition not specifically authorized by statute or rule. General authority in a statute does not authorize a requirement or condition unless a rule is made pursuant to it that specifically authorizes the requirement or condition.
- (2) Prohibited licensing decisions may be challenged in a private civil action. Relief may be awarded to the prevailing party against ADEQ, including reasonable attorney fees, damages, and all fees associated with the license application.
- (3) ADEQ employees may not intentionally or knowingly violate the requirement for specific licensing authority. Violation is cause for disciplinary action or dismissal, pursuant to ADEQ's adopted personnel policy. ADEQ employees are still afforded the immunity in A.R.S. §§ 12-821.01 and 12-820.02.