



INSTRUCTIONS RECYCLED WATER INDIVIDUAL PERMIT APPLICATION

INSTRUCTIONS

The applicant intending to obtain a Recycled Water Individual Permit per Arizona Administrative Code (A.A.C.) Title 18, Chapter 9, Article 7, must provide ADEQ with information as required under A.A.C. R18-9-A703. A person intending to operate under a Recycled Water Individual Permit must comply with all provisions of the Recycled Water Individual Permit and other applicable requirements of statute and rule. The application must be submitted to ADEQ by mail, in person, or via email on a form provided by ADEQ, along with any required attachments per Sections 4 and 5 on the application form.

PRE-APPLICATION MEETING

The applicant may request a pre-application meeting with ADEQ staff to clarify the requirements of this application. To schedule a meeting, please call the Water Reuse Value Stream at (602) 771-4999, or toll-free at 1-800-234-5677, extension 4999.

GENERAL INFORMATION

The applicant seeking a Recycled Water Individual Permit must meet the requirements of Article 7 and the specific terms of the Recycled Water Individual Permit found in R18-9-A703 and B703(B):

1. 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.
2. 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.
3. Submit the application form with required supplemental documents. All additional supplemental documents in support of the permit application, which cannot be placed directly on the application form, shall be submitted on standard 8-1/2 x 11 inch paper, or in the case of maps (if necessary), folded to that size.
4. Submit two copies of the application with supplemental information in bound (comb or spiral) copies. Please do not submit materials in 3-ring binders.

REVIEW FEES

No initial fee is required at the time of application submittal. The permit team assigned to your project will bill at a rate of \$122.00 per hour up to a maximum fee of \$32,000 in accordance with A.A.C. R18-14-101 through R18-14-113. ADEQ will not issue the permit until the fees are paid in full (A.A.C. R18-14-105).

SUBMITTAL

Submit two copies of this application, and supplemental documentation 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 application or about the ADEQ recycled water rules or standards, contact the ADEQ Water Reuse Value Stream locally at (602) 771-4999, or (800) 234-5677, extension 771-4999.

PERMIT EXPIRATION AND REISSUANCE

Once the permit is signed, ADEQ will send letter with final Permit. The term of the Permit is five years from the issuance date. The permittee shall submit an application for reissuance at least 60 days before the expiration date in accordance with A.A.C. R18-9-B703 (A) or they will expire.



<h2 style="margin: 0;">RECYLCED WATER INDIVIDUAL PERMIT APPLICATION</h2>
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1. Name of Permittee (Permittee is entity responsible for meeting conditions of the permit and must sign the Certification of Compliance in #6 on page 3)

Name of Permittee				
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. Reclaimed Water/Gray Water Supplier

Wastewater Treatment Facility, and Aquifer Protection Permit (APP) Number and issue date (if known):

Name:	APP Number:	Issue Date:
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Address for WWTP:

Class of reclaimed water to be supplied by the WWTP or blending facility for reuse (if applicable):

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

A. Provide following information for each reuse area and attach for each additional reuse area:

Name of End User	
Address	
Phone number	

Name of Reuse Site	
Address or Location of the reuse site <i>(if the site has no address, describe the location)</i>	
Township, Range, Section, ¼, ¼, ¼.	
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)	
Estimated annual volume of reclaimed water or grey water to be used in gallons per day (gpd) or millions gallons per day (mgd)	

B. Submit the following information for reuse site. Check all that have been attached or indicate "Not Applicable" (NA):

i. A water balance or other means which considers consumptive use of the reclaimed water by the vegetation (if applicable).	<input type="checkbox"/> Yes <input type="checkbox"/> NA <i>Attachment:</i> _____
ii. A list of any impoundments storing reclaimed water at the reuse site and documentation demonstrating a discharge rate less than 550 gallons per acre per day	<input type="checkbox"/> Yes <input type="checkbox"/> NA <i>Attachment:</i> _____
iii. A site map showing the location of the wastewater treatment facility or blending facility	<input type="checkbox"/> Yes <input type="checkbox"/> NA <i>Attachment:</i> _____
iv. A map showing location of all reuse sites	<input type="checkbox"/> Yes <input type="checkbox"/> NA <i>Attachment:</i> _____
v. A map showing all storage impoundments containing reclaimed water	<input type="checkbox"/> Yes <input type="checkbox"/> NA <i>Attachment:</i> _____

5. Additional Information Requirement:

i. List any existing federal or state environmental water quality permits held by the Applicant:	
ii. Are you required to file a certificate of disclosure according to A.R.S. §49-109? <i>(include attachment if 'yes')</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
iii. Provide a description if the contractual agreement between the reclaimed water or grey water supplier and the reuser(s), or between the reclaimed water agent and the reuser(s) which designates the responsible party for the terms of the reclaimed water permit <i>(include attachment)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>Attachment:</i> _____

6. Certification of Compliance (must be signed by the Signatory as identified in #1 above.)

I, *(print name)* _____, 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.