



A.R.S. §11-1606 Application Process Notice

Under A.R.S. §11-1606, Pima County is required to give you the following information when you apply for a Septage Discharge Permit.

A. The following steps are required to obtain a permit.

Step one – Download, complete, print and sign this application at:

Step two – Submit the completed permit application with the appropriate fee to:

Industrial Wastewater Control – 3035 West El Camino Del Cerro – Tucson, Arizona 85745

B. Mr. Jack Parker can provide assistance with the application process and Mr. Rusty Riccaboni can assist with questions about the completion of the permit application. Telephone (520) 724-6200; e-mail jack.parker@wwm.pima.gov, or rusty.riccaboni@wwm.pima.gov

C. Once a completed Septage Discharge Permit application has been received, Pima County Code 13.36.110.B.3 requires the Pima County Regional Wastewater Reclamation Department (PCRWRD) to respond within 45 days.

D. A.R.S. §11-1609 states that requests can be made of the County to clarify its interpretation or application of a statute, ordinance, regulation, delegation agreement or authorized substantive policy statement that affects the issuance of your permit by providing the County with a written request that states:

- (1) Your name and address;
- (2) The statute, ordinance, regulation, delegation agreement, or authorized substantive policy statement, or part thereof, that requires clarification;
- (3) Any facts relevant to the requested ruling;
- (4) Your interpretation of the applicable statute, ordinance, regulation, delegation agreement, or authorized substantive policy statement, or part thereof, that requires clarification; and,
- (5) Whether, to the best of your knowledge, the issues or related issues are being considered by the County in connection with an existing permit, license or license application.

You may request a written clarification or interpretation by the staff member reviewing your permit application. If you disagree with a staff clarification/interpretation, you may appeal to the Manager of the Compliance and Regulatory Affairs Office. Official decisions may be appealed to the Pima County Board of Supervisors in accordance with Pima County Code 13.36.200.

A copy of this notice will be provided upon request.



**PIMA COUNTY REGIONAL WASTEWATER
RECLAMATION DEPARTMENT**

INDUSTRIAL WASTEWATER CONTROL SECTION

**SEPTAGE DISCHARGE PERMIT
APPLICATION AND INSTRUCTIONS**

WHO MUST APPLY FOR A PERMIT:

Any person who will discharge septage to the Septage Receiving Station of Pima County must obtain Director Approval, which is demonstrated by the issuance of a Septage Discharge Permit.

INSTRUCTIONS: (Please print all information)

BUSINESS INFORMATION:

1. Business name of applicant.
2. Location of business.
3. Address where business receives mail.
4. Business telephone number.
5. The person is a duly Authorized Representative only if:
 - a. The authorization is made in writing by a person described in Section 13.36.110(A)(5) of Pima County Ordinance 1991-140 (see Certification section below for Section 13.36.110(A)(5) text);
 - b. The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity. A duly Authorized Representative may thus be either a named individual or any individual occupying a named position; and,
 - c. The written authorization is submitted to the Director.
6. Number of employees, and hours of operation.
- 7-8. Other permit/license numbers for this business (i.e. PDEQ, Arizona Department of Health Services, etc.)
9. Total number of trucks in company and total capacity possible.

FEE SUBMITTAL:

10. The application fee for a Septage Discharge Permit is \$75.00.

TYPE OF WASTE SOURCES SERVICED:

11. A = Domestic/Commercial, B = Industrial, C = Septic Tank, D = Cesspool, E = Chemical Toilet, F = Airline Sewage Cart, G = Grease Traps, Other _____

VEHICLE INFORMATION:

12. Provide year, make, model, license plate and tank capacity information for each vehicle in fleet which will be carrying septage to the Septage Receiving Station. If you need additional space, please attach an addition sheet.

CERTIFICATION: (Certification has important legal consequences for the signatory)

All permit applications shall be signed as follows:

- a. For a corporation: by a responsible corporate officer, such as:
 - (1) A president, secretary, treasurer, vice-president or the corporation in charge of a principle business function, or any other person who performs similar policy, or decision making functions for the corporation; or,
 - (2) The manager of one or more manufacturing, production, or operating facilities employing more than 250 persons or having gross annual sales or expenditures exceeding \$25 million (in second-quarter 1980 dollars), if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
- b. For a partnership or sole proprietorship: by a general partner or the proprietor, respectively; or,
- c. For a municipality, State, Federal, or other public agency: by either a principal executive officer or ranking elected official. For the purposes of this section, a principal executive officer of a Federal agency includes: (i) the chief executive officer of the agency, or (ii) a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency.

Please return this Application and Fee to:

Pima County Regional
Wastewater Reclamation Department
Industrial Wastewater Control Section
3035 West El Camino del Cerro
Tucson, Arizona 85745



**PIMA COUNTY REGIONAL WASTEWATER
RECLAMATION DEPARTMENT
SEPTAGE DISCHARGE PERMIT
APPLICATION AND INSTRUCTIONS**

BUSINESS INFORMATION:

1. Business Name: _____
 2. Business Address: _____

 3. Mailing Address: _____

 4. Telephone Number: (____) _____
 5. Authorized Representative: _____
 6. Number of Employees: (Full-time) _____ (Part-time) _____ Hours of Operation _____
 7. Other Permit Number: _____
 8. Other License Number(s): _____
 9. Number of Trucks: _____ Total Capacity: _____
 10. Fee Submittal \$75.00
 11. Type of Waste Sources: A B C D E F G
 Other _____
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CERTIFICATION: *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 _____

Position/Title _____

Address: _____

Telephone Number: (____) _____ Date: _____

12. VEHICLE INFORMATION:	
Year	
Make/Model	
License Plate No.	
Tank Capacity	Gallons
Year	
Make/Model	
License Plate No.	
Tank Capacity	Gallons
Year	
Make/Model	
License Plate No.	
Tank Capacity	Gallons
Year	
Make/Model	
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Tank Capacity	Gallons
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Year	
Make/Model	
License Plate No.	
Tank Capacity	Gallons
Year	
Make/Model	
License Plate No.	
Tank Capacity	Gallons

IWC USE ONLY
FEE SUBMITTAL
AMOUNT PAID
DATE PAID
NOTES