

Appendix C

What to Include in a Water Quality Permit, Biosolids Management Plan, and Site Authorization Letter

**WHAT TO INCLUDE IN A WATER QUALITY PERMIT,
BIOSOLIDS MANAGEMENT PLAN, AND SITE AUTHORIZATION LETTER**

WATER QUALITY PERMIT	BIOSOLIDS MANAGEMENT PLAN	SITE AUTHORIZATION LETTER
Wastewater Treatment Facility		
<ul style="list-style-type: none"> • Design flow stated for determining mass load limits • If septage is received, monitoring required for quantity 	<ul style="list-style-type: none"> • Wastewater treatment process and unit processes • Treatment facility design flow and actual flows • Origin (sources) of wastewater flow and flow schematics through treatment facility • Septage receiving facilities • Quantity and type of septage received • Pretreatment program (if applicable) 	
Solids Treatment Processes		
	<ul style="list-style-type: none"> • Description of how primary, secondary, and tertiary solids are removed, thickened, digested, dewatered and how treatment process is used to achieve adequate storage • Time (days) that solids remain in each digester, solids storage pond, compost pile, or drying bed • Operating temperature of digester(s) • Volatile solids reduction achieved through digestion • Quantities of raw and stabilized solids generated annually (gallons and dry tons) • Means used to attain pathogen reduction and supporting data • Method(s) for determining vector attraction reduction (degree of solids stability) and supporting data 	<ul style="list-style-type: none"> • Process and handling to comply with Oregon Administrative Rules, 40 CFR Part 503, and other applicable statutes, rules, and regulations.

WATER QUALITY PERMIT	BIOSOLIDS MANAGEMENT PLAN	SITE AUTHORIZATION LETTER
Solids Storage (Wastewater Treatment Facility, Staging, and Field Storage)		
	<ul style="list-style-type: none"> • Operating capacity and number of all digesters, solids storage tanks, drying beds, lagoons, and stockpile areas • Months of storage the structures provide • Projected use of structures • Additional treatment that may occur during storage • Description of equipment used for staging and field storage management Field storage (refer to IMD chapter on Storage): <ul style="list-style-type: none"> • Agricultural information • Site specific information • Field management plan 	<ul style="list-style-type: none"> • Site specific information for staging and/or field storage
Transportation and Land Application Equipment		
	<ul style="list-style-type: none"> • Description of method and equipment used to remove and transport biosolids from facility • Description of land application method and equipment • Ownership of transportation and application equipment and operator of equipment 	<ul style="list-style-type: none"> • Cleanup requirements for land application equipment
Remedial Procedures		
	<ul style="list-style-type: none"> • Solids treatment process failure • Solids spill at treatment facility • Spill during transport 	<ul style="list-style-type: none"> • Spill cleanup requirements • Notification requirements – to whom and when • Odor complaint follow-up
Monitoring and Reporting		
<ul style="list-style-type: none"> • Sampling frequency • Type of sample • Sampling location • Analytical procedures referenced • Monitoring frequency • Annual report requirement 	<ul style="list-style-type: none"> • Monitoring and sampling program at treatment facility and land application site • Recordkeeping procedures • Reporting procedures • Annual reporting requirement • Certification statements 	<ul style="list-style-type: none"> • Maintain a site application log indicating quantity, quality, and location of biosolids land applied. • Site application log must be available for department review during the life of the application site.

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Biosolids Characteristics		
<ul style="list-style-type: none"> • Biosolids analysis for pollutants (inorganics), nutrients, pH, total solids, and volatile solids • Appropriate parameter(s) to reflect the vector attraction reduction option to be met • Appropriate parameter(s) to reflect the pathogen reduction alternative to be met 	<ul style="list-style-type: none"> • Pollutant, pathogen, and nutrient characteristics and analyses • Vector attraction reduction option(s) to be met • Pathogen reduction alternative(s) to be met 	
Biosolids Utilization Program		
<ul style="list-style-type: none"> • Biosolids management in accordance with approved plan and site authorization letters 	<ul style="list-style-type: none"> • Land application • Composting • Distributed to public or other entities • Transported to other facility for processing 	
Biosolids Land Application		
<ul style="list-style-type: none"> • Record locations where land application has occurred and date • Quantity land applied • New application sites must meet site selection criteria and location identified 	<p style="text-align: center;"><i>(Land Application Plan)</i></p> <ul style="list-style-type: none"> • Identification of all department authorized land application sites • Potential sites to be used within term of the permit • Geographic location of new sites not specifically listed when permit application submitted • Land application site selection criteria for new sites • Site management practices to be implemented at all new sites (i.e., staging, site access restrictions, how setbacks are achieved) • Crop management practices • Site crops and crop assimilative capacity 	<ul style="list-style-type: none"> • Identification, description, and specific location of site • Site application restrictions including: <ul style="list-style-type: none"> ○ Seasonal application, ○ Ponding and run-off, ○ Frozen or snow covered ground, ○ Topographic considerations, ○ Buffer strips (setbacks), and ○ Use of an easement property • Grazing and harvesting restrictions • Controlled public access restrictions • Application rate for crop identified • Adjustment to application rate if utilizing other sources of nitrogen • Site management practices/conditions, including notification to Department of changing crop types • Soil testing (if required)

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Biosolids Composting		
<ul style="list-style-type: none"> • Monitoring and reporting of actual type and amount of solid waste used as feedstock on an annual basis • Management of biosolids and feedstocks in accordance with a biosolids management plan 	<ul style="list-style-type: none"> • Source(s), type(s), and amounts of solid waste to be used as feedstock per batch of compost • How contaminants from the feedstock will be managed and disposed of • Odor minimization plan per OAR 340-096-0028(3)(b) 	