

Complete, sign and submit this form and any supplemental information or documents to:
<https://pals.piercecountywa.gov/palonline/#/dashboard>. All documents must be uploaded in PDF format.

- 1. Use this form if:
- 2. You are proposing to operate a business/commercial facility, AND
- 3. The building is, or will be, connected to Pierce County Sanitary Sewers, AND
- 4. The business/commercial facility is designated as a **Significant Industrial User**
[\(see the Handout H1, What Type of Industrial User Are You?\)](#)

Sewer Division approvals must be obtained prior to issuance of building permits, business licenses, and/or occupying the structure or tenant space. If you have any questions, contact our office at (253) 798-2737.

A. Project/Building Information (Check here if the Applicant is the Property Owner)

- 1. Parcel No(s): _____
- 2. Site Address: _____
Street Suite/Tenant Space City Zip
- 3. Property Owners(s) Name(s): _____
Mailing Address: _____
Street Suite/Tenant Space City Zip
Office or Cell Phone: _____ Alternate Number: _____
Email Address: _____
- 4. Building Permit Jurisdiction: Unincorporated Pierce County Dupont Edgewood Fife
Lakewood Milton Steilacoom Tacoma University Place
- 5. Description of Building/Tenant Space (check all that apply): New Building Existing Building
Addition to Ex. Building New Tenant Space Ex. Tenant Space Expanding Ex. Tenant Space

B. Tenant/Business Information (Check here if the Applicant is the Tenant/Business Owner)

- 1. Type of Tenant/Business (Check one): New Tenant/Business Existing Tenant/Business
- 2. Tenant/Business Name: _____
Tenant/Business Owner's Name: _____
Mailing Address: _____
Street Suite/Tenant Space City Zip
Office or Cell Phone: _____ Alternate Number: _____
Email Address: _____
Description of Tenant/Business: _____

C. New Business or Business Change Information

1. Type of New Business or Business Change (check all that apply):

New Business

Existing Tenant/Owner Remodel

New Business Activities (e.g., new manufacturing line, car repair/maintenance, x-ray/photo development)

Change in Business Activities (e.g., new manufacturing process, change in chemical storage)

Increase in Staff

Expansion of existing Business

Cosmetic changes only

2. Description of Project or Business Change:

D. New User Questionnaire

1. Will your facility's average process wastewater discharge be greater than 25,000 gallons per day?

Yes No

2. Will your facility's average total wastewater discharge be greater than 1.4 million gallons per day?

Yes No

3. Will your facility be treating and/or discharging hauled waste?

Yes No

4. Are you proposing or currently performing any of the business activities covered under the EPA's Categorical Pretreatment Standards?

Yes No

If **Yes**, please check all that apply below:

dairy product processing

grain mills

canned and preserved fruits and vegetables processing

canned and preserved seafood processing

sugar processing

textile mills

cement manufacturing

concentrated animal feeding operation

electroplating

organic chemicals

plastics

synthetic fibers

inorganic chemicals manufacturing

soap and detergent manufacturing

fertilizer manufacturing

petroleum refining

iron and steel manufacturing

nonferrous metals manufacturing

ferroalloy manufacturing

phosphate manufacturing

steam electric power generating

Other (describe below)

If you answered "Yes" to any of the questions in section D above, then you must attach two copies of your [Industrial Wastewater Discharge Permit Application](#), an additional **\$1,800.00 Review Fee** and any supporting documents for review by the Sewer Division.

E. Existing User Questionnaire

1. Will you be increasing your facility's average process wastewater discharge?
Yes No
2. Will your project be expanding your facility's activities in any of the areas covered under the EPA's Categorical Pretreatment Standards?
Yes No

If **Yes**, please check all that apply below:

dairy product processing	synthetic fibers
grain mills	inorganic chemicals manufacturing
canned and preserved fruits and vegetables processing	soap and detergent manufacturing
canned and preserved seafood processing	fertilizer manufacturing
sugar processing	petroleum refining
textile mills	iron and steel manufacturing
cement manufacturing	nonferrous metals manufacturing
concentrated animal feeding operation	ferroalloy manufacturing
electroplating	phosphate manufacturing
organic chemicals	steam electric power generating
plastics	Other (describe below)

If you answered "Yes" to any of the questions in section E above, then you must attach two copies of your [Industrial Wastewater Discharge Permit Application](#), an additional **\$1,800.00 Review Fee** and any supporting documents for review by the Sewer Division.

F. Building Sewer Construction

1. Are you constructing a new connection to the sewer system?
Yes No
2. Are you rerouting or modifying the building sewer system on the site?
Yes No
3. Will the proposed project or change in business activities require an increase in water use on the property?
Yes No

If you answered "Yes" to question F1 or F2 or F3 above, you must submit a [Commercial Sewer Service Permit Application](#) (including all required supporting documents) along with the required Sewer Service Permit Fee and Connection Charges to the Pierce County Sewer Division.

G. Accidental Spill Control

1. Will your facility have floor drains, catch basins, sumps or any other outlet to the sewer system located in the same area/room where chemicals, paints, dyes, solvents, cleaners or fuels are stored or used without spill containment measures (submit an electronic copy of the spill containment measures)?
Yes No

If you answered "Yes" you must submit an [Accidental Spill Prevention Plan \(ASPP\)](#) (additional **\$400.00 Review Fee**) for review by the Sewer Division. If your facility already has an approved Accidental Spill Prevention Plan and your proposed project/business activities will not affect that plan, then a new ASPP review will not be required.

H. Minimum Submittal Requirements

1. All Significant Industrial Users must attach two copies of the Minimum Submittal Documents listed below:
 - a. A detailed Floor Plan of your facility. Please see [Bulletin B4](#) for specific details that must be shown on the Floor Plan
 - b. An existing/proposed Plumbing Plan. Please see [Bulletin B4](#) for specific details that must be shown on the Plumbing Plan.
 - c. An existing/proposed Sewer Site Plan. Please see [Bulletin B17](#) for specific details that must be shown on the Sewer Site Plan.

I. Supplemental Submittal Requirements

1. Will water be used for any purpose other than restrooms, drinking fountains, or break rooms?
 Yes No

If you answered "Yes" you must also attach any necessary Supplemental Information pertaining to your existing/proposed facility for review by the Sewer Division.

Please check ALL business activities listed in the table below that apply to the Business/Tenant and complete and attach the appropriate Supplemental Information Checklist(s) along with the necessary Supplemental Information for each type of business activity.

Business Activities	Checklist	Bulletin(s)
Food/beverage service (e.g., restaurants, schools, convenience stores, coffee stands)	A16	B11 , B12 , B13
Food/beverage production, processing, and/or packaging (e.g., bakeries, beverage bottling, butchers, grocery stores)	A17	B11 , B12 , B13
Dentist office	A18	B9
Orthodontist Office		
Medical office		
Veterinary office	A19	B6 , B7
Mortuary		
Commercial-grade laundry facility (e.g., assisted living facilities, dry cleaners, laundromats, hospitals)		
Community laundry facility (e.g., hotels, apartment complexes, dormitories)	A20	B6 , B15
Residential-grade laundry machines used in commercial businesses (e.g., athletic clubs, spas, salons, pet grooming, medical offices)		
Laboratory (e.g., schools, lab services, manufacturing)	A21	B6 , B18
Hair salon/barber	A22	B6 , B8
Pet grooming		
Non-digital x-ray and photo developing	A23	B7
Vehicle/engine repair and maintenance	A24	B10
Vehicle washing	A25	B10
Tattoo parlor	A26	B16
Nail salon and spas	A27	B14
Manufacturing w/ process wastewater	Contact a Sewer Engineer: (253) 798-2737	

J. Application Fees

Please sign the affidavit below and submit this completed form along with the Minimum Submittal Documents, any required Supplemental Information, and a **Significant Industrial User Pretreatment Application Fee** (\$1,300.00, Base Fee) to the Sewer Division Representative at the Pierce County Development Center, 2401 S 35th St, Tacoma WA, 98409.

If you answered "Yes" to question G.1 above, then add an additional review fee (\$400.00) for the Accidental Spill Prevention Plan.

If you answered "Yes" to any of the questions in sections D or E above, then also add an additional review fee (\$1,800.00) for the new or revised Industrial Wastewater Discharge Permit.

During the review process a \$125 resubmittal fee may be required.

K. Affidavit

As the Applicant, I/we hereby state that all the information provided herein and stated above is true and correct.

I/We further state that we are either the legal owner of the property described above, an authorized agent of the owner, or a tenant that has entered into a lease agreement with the property owner to operate the business and/or facility described herein on the owner's property. I/We further state that

Initial Here

- a. _____ Our facility's average process wastewater discharge will not be greater than 25,000 gallons per day, and
- b. _____ Our facility's average total wastewater discharge will not be greater than 1.4 million gallons per day, and
- c. _____ I/We will not be performing any of the business activities covered under the EPA's Categorical Pretreatment Standards (e.g., dairy product processing, grain mills, canned and preserved fruits and vegetables processing, canned and preserved seafood processing, sugar processing, textile mills, cement manufacturing, concentrated animal feeding operations, electroplating, organic chemicals, plastics, and synthetic fibers, inorganic chemicals manufacturing, soap and detergent manufacturing, fertilizer manufacturing, petroleum refining, iron and steel manufacturing, nonferrous metals manufacturing, phosphate manufacturing, steam electric power generating, or ferroalloy manufacturing)

I/We acknowledge that I/we, as a User of the public sewer system, will be responsible for all wastewater discharges from the facilities of the above-described business, and will not contribute, cause, or allow to be discharged directly or indirectly, into the wastewater facilities of the County any Prohibited Discharges as described in Pierce County Code Chapter 13.06 "Industrial Pretreatment Regulations".

I/We further acknowledge that I/we, as a User of the public sewer system, may be subject to criminal and civil penalties up \$1,000 per occurrence, as prescribed in Pierce County Code Chapter 13.04 if found to have violated said regulations.

Applicant's Signature

Date

Applicant's Name (printed)

Title

Company Name (if Applicant is a company)

Note: The Applicant must be the property owner or tenant/business owner. Engineers, architects, contractors, or other agents of the Applicant are not allowed to sign this form without submittal of documented approval from the Applicant.