



# NOTICE OF INTENT TO DISCHARGE FOR AN ALTERNATIVE ONSITE WASTEWATER TREATMENT FACILITY

TYPE 4.02 - 4.23 (ALTERNATIVE) GENERAL AQUIFER PROTECTION PERMITS

**Instructions:**

Please fill out and submit this Notice of Intent to Discharge (NOI) to obtain authorization to construct and discharge from a new **alternative** on- site wastewater treatment and disposal facility. Any required **NOI Supplemental Forms** need to be completed and submitted.

1. **Constructing and Operating an On-site Wastewater Treatment Facility Under a Type 4 General Aquifer Protection Permit:** Arizona Administrative Code (AAC) R18-9-A301 prescribes the following process for a person to obtain permission to construct and operate an on-site wastewater treatment facility:
  - 1.1. Submit this **NOI** and appropriate supplemental information and forms to: [BuildingSafetyAdmin@Pima.Gov](mailto:BuildingSafetyAdmin@Pima.Gov)
  - 1.2. Remit the applicable general permit **fees**;
  - 1.3. Satisfy any deficiency requests arising from PDEQ's pre-construction review of the submitted information;
  - 1.4. Receive a **Construction Authorization** from PDEQ authorizing construction of the on-site wastewater treatment facility;
  - 1.5. Construct the on-site wastewater treatment facility within **two years**;
  - 1.6. Schedule a final **construction inspection** to be performed by an engineer and notify PDEQ 48 hours prior to inspection;
  - 1.7. Upon completion of construction and inspection, submit **all** the required information to [PDEQER@Pima.Gov](mailto:PDEQER@Pima.Gov) to initiate the Department's post- construction review;
  - 1.8. Satisfy any deficiency requests arising from PDEQ's post-construction review of the on-site wastewater treatment facility;
  - 1.9. Receive the **Discharge Authorization** authorizing the operation of the facility in accordance with the terms of the general permit and applicable requirements of statute and rule.

<p><b>2. Owner/Applicant (person responsible for overall compliance):</b></p> <p>Name: _____</p> <p>Address: _____</p> <p>City, State, Zip: _____</p> <p>Email: _____</p> <p>Telephone No. _____</p>	<p><b>3. Applicant's Representative (contact person for Applicant if filled in)</b></p> <p>Name: _____</p> <p>Address: _____</p> <p>City, State, Zip: _____</p> <p>Email: _____</p> <p>Telephone No. _____</p>
<p><b>4. Contact Person for Facility Operation (if different from applicant):</b></p> <p>Name: _____</p> <p>Position: _____</p> <p>Address: _____</p> <p>City, State, Zip: _____</p> <p>Email: _____</p> <p>Telephone No. _____</p>	<p><b>5. Site Information:</b> County: <u>PIMA</u></p> <p>Address: _____</p> <p style="text-align: right;">_____ <input type="checkbox"/> Acres</p> <p>Parcel No. _____ Size: _____ <input type="checkbox"/> Sq. Ft</p> <p>Township: _____ Range: _____ Section: _____</p> <p>Latitude (DD): _____ ° N</p> <p>Longitude (DD): _____ ° W</p>

6. **Available General Permits for On-site Wastewater Treatment Facilities and Information Submission Requirements:**  
Please indicate which general permits are being applied for and check all the appropriate boxes to indicate that the required information has been submitted with this NOI.

A. Information submission requirements with all NOIs:

- Site Suitability Determination Checklist [AAC R18-9-A309(B)(1)]
- Site Plan [AAC R18-9-A309(B)(2)]
- Design Flow with list of each wastewater source and corresponding unit flows [AAC R18-9-A309(B)(3)]
- List of materials, components, and equipment for constructing the on-site wastewater treatment facility [AAC R18-9-A309(B)(4)]

B. Information submission requirements with NOIs for General Permits 4.03 through 4.23:

- Construction quality drawings [AAC R18-9-
- A309(B)(6)] Operation and maintenance plan [AAC R18-9-A309(B)(6)]

C. General Permits, corresponding information submission requirements, and Pima County Department of Environmental Quality fees: The fee for the first General Permit applied for is **\$500** plus **\$100** for each additional General Permit used in the design. For systems greater than 3,000 gpd to less than 24,000 gpd, the fee is **\$1000**. [PCC 7.03.125.4.b]

- 4.2 Septic Tank/Disposal by Trench, Bed, Chamber Technology or Seepage Pit**, Less than 3,000 GPD Daily Flow [AAC R18-9-E302]
  - Standard
  - Septic
  - Tank
  - Trench
  - Disposal
  - Bed Disposal
  - Chamber Technology
  - Disposal Seepage Pit
- 4.3 Composting Toilet**, Less than 3,000 GPD Daily Flow [AAC R18-9-E303]
  - Name and address of manufacturer
  - Product model number
  - Rate of composting, capacity, waste accumulation and volume calculations
  - Documentation of listing by a national listing organization indicating that the composting toilet meets the stated manufacturer's specifications for loading, treatment performance, and operation
  - The method of vector control
  - The planned method for disposing of the composted human excrement residue and drainage
- 4.4 Pressure Distribution System**, Less than 3,000 GPD Daily Flow [AAC R18-9-E304]
  - A copy of operation, maintenance, and warranty materials for the principal components
  - A copy of dosing specifications, including pump curves, dispersing component curves, and float control settings
- 4.5 Gravelless Trench**, Less than 3,000 GPD Daily Flow [AAC R18-9-E305]
  - The soil absorption area that is required if a conventional disposal field trench filled with aggregate is used
  - The configuration and size of the proposed gravelless disposal field
  - The manufacturer's installation instructions and warranty of performance for absorbing wastewater into the native soil
- 4.6 Natural Seal Evapotranspiration Bed**, Less than 3,000 GPD Daily Flow [AAC R18-9-E306]
  - Capillary rise potential test results for the media used to fill the evapotranspiration bed, unless sand meeting a D<sub>50</sub> of 0.1 millimeter is used
  - Water mass balance calculations used to size the evapotranspiration bed
- 4.7 Lined Evapotranspiration Bed**, Less than 3,000 GPD Daily Flow [AAC R18-9-E307]
  - Capillary rise potential test results for the media used to fill the evapotranspiration bed, unless sand meeting a D<sub>50</sub> of 0.1 millimeter is used
  - Water mass balance calculations used to size the evapotranspiration bed
- 4.8 Wisconsin Mound**, Less than 3,000 GPD Daily Flow [AAC R18-9-E308]
  - Specifications for the internal wastewater distribution system media proposed for use in the mound
  - Two scaled or dimensioned cross sections of the mound (one of shortest basal area footprint dimension and one of lengthwise dimension)
  - Design calculations following the "Wisconsin Mound Soil Absorption System: Siting, Design, and Construction Manual," published by the University of Wisconsin - Madison, January 1990 Edition
- 4.9 Engineered Pad System**, Less than 3,000 GPD Daily Flow [AAC R18-9-E309]
  - Design materials and construction specifications for the engineered pad system
- 4.10 Intermittent Sand Filter**, Less than 3,000 GPD Daily Flow [AAC R18-9-E310]
  - Specifications for the media proposed for use in the sand filter
- 4.11 Peat Filter**, Less than 3,000 GPD Daily Flow [AAC R18-9-E311]
  - Specifications for the peat media proposed for use in the filter or provided in the peat module, including the porosity, degree of humification, pH, particle size distribution, moisture content, surface area

- A statement of whether the peat is air dried, and whether the peat is from sphagnum moss or bog cotton
  - A description of the degree of decomposition
  - Specifications for installing the peat media
  - If a peat module is used, the name and address of the manufacturer, the model number, and a copy of the manufacturer's warranty
- 4.12 Textile Filter**, Less than 3,000 GPD Daily Flow [AAC R18-9-E312]
- The name and address of the filter manufacturer
  - The filter model number
  - A copy of the manufacturer's filter warranty
  - If the system is for nitrogen reduction to 15 mg/L, five-month arithmetic mean, specifications on the nitrogen reduction performance of the filter system, and corroborating third-party test data
  - The manufacturer's operation and maintenance recommendations to achieve a 20-year operational life
  - If a pump or aerator is required for proper operation, the pump or aerator model number and a copy of the manufacturer's warranty
- 4.13 Denitrifying System Using Separated Wastewater Streams**, Less than 3,000 GPD Daily Flow [AAC R18-9-E313]
- 4.14 Sewage Vault**, Less than 3,000 GPD Daily Flow [AAC R18-9-E314]
- 4.15 Aerobic System**, Less than 3,000 GPD Daily Flow [AAC R18-9-E315]
- Evidence of performance specified in AAC R18-9-E315(B)
  - The name and address of the aerobic system manufacturer
  - The model number
  - A copy of the manufacturer's warranty and operation & maintenance recommendations to achieve performance for a 20-year life
  - If nitrogen reduction is proposed, specifications on system nitrogen reduction performance and corroborating third party test data
- 4.16 Nitrate-Reactive Media Filter**, Less than 3,000 GPD Daily Flow [AAC R18-9-E316]
- The name and address of the filter manufacturer
  - The filter model number
  - The manufacturer's requirements for pretreated wastewater supplied to the nitrate-reactive media filter
  - The manufacturer's warranty and operation & maintenance recommendations to achieve a 20-year operational life
  - The manufacturer name and model number for all appurtenances that significantly contribute to the performance required
- 4.17 Cap System**, Less than 3,000 GPD Daily Flow [AAC R18-9-E317]
- Specifications for the proposed cap fill material
- 4.18 Constructed Wetland**, Less than 3,000 GPD Design Flow [AAC R18-9-E318]
- 4.19 Sand-Lined Trench**, Less than 3,000 GPD Design Flow [AAC R18-9-E319]
- Specifications for the proposed media in the trench
- 4.20 Disinfection Devices**, Less than 3,000 GPD Design Flow [AAC R18-9-E320]
- 4.21 Surface Disposal**, Less than 3,000 GPD Design Flow [AAC R18-9-E321]
- 4.22 Subsurface Drip Irrigation**, Less than 3,000 GPD Design Flow [AAC R18-9-E322]
- Documentation of the pretreatment method proposed to achieve the wastewater criteria specified in AAC R18-9-A322(B)(1)
  - Initial filter and drip irrigation flushing settings
  - Site evapotranspiration calculations if used to reduce the size of the disposal works
  - If supplemental irrigation water is introduced to the drip system, an identification of the cross-connection controls, backflow controls, and supplemental water sources
- 4.23 3,000 to less than 24,000 GPD Design Flow** [AAC R18-9-E323] \$1000 Fee
- A performance assurance plan consisting of tasks, schedules, and estimated annual costs for operating, maintaining, and monitoring performance over a 20-year operational life
  - Design documents and the performance assurance plan, signed, dated and sealed by an Arizona-registered professional engineer
  - Any documentation submitted under the alternative design, construction, or operational feature procedure in R18-9-A312 (G)
  - A demonstration of total nitrogen discharge control

**7. Narrative Description of Project:**

*Describe sewage sources and characteristics, proposed treatment and disposal train and indicate all applicable general permit numbers; indicate daily design flow and expected date of operation:*

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**8. Existing Environmental Permits:**

Please list any state or federal environmental permits already issued or needed by the facility, including any individual permit, Groundwater Quality Protection Permit, or Notice of Disposal.

- New installation of an on-site wastewater treatment facility. No other environmental permits exist or are needed.
- Other environmental permits exist or are needed:

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**9. Certification of Compliance:** To be completed by Owner/Applicant or Authorized Agent identified in Items 2 or 3 above.

**\*Required field**

I certify that this Notice of Intent to Discharge 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 also certify that the on-site wastewater treatment facility described in this form is or will be constructed, designed, and operated in accordance with terms and conditions of the authorized general aquifer protection permit(s) and applicable requirements of Arizona Revised Statutes Title 49, Chapter 2, and Arizona Administrative Code Title 18, Chapter 9 regarding aquifer protection permits. I am aware that there are significant penalties for submitting false information including permit revocation as well as the possibility of fine and imprisonment for knowing violations.

\_\_\_\_\_  
Signature By:     Owner/Applicant     Authorized Agent

\_\_\_\_\_  
Date

**10. Licensing Time Frames (Business Days):**

As of June 30 2007, Licensing Time Frames are specified by Arizona Department of Environmental Quality in AAC R18-1-Table 10, as follows:

Permit Type	Administrative Completeness Review	Substantive Review	Overall Time Frame
Standard Single Type 4.02, 4.03, 4.13, 4.14, 4.15 or 4.16 General Permit	42	31	73
Standard Combined two or three Type 4 General Permits	42	53	95
Complex Combined four or more Type 4 General Permits	42	94	136
4.23 General Permit	42	94	136

Note: Each request for an alternative design, installation, or operational feature under R18-9-A312 (G) to a Type 4 General Permit adds **eight (8) business days** to the substantive review time-frame.

**Prohibited Acts by County and Employees  
Arizona Revised Statutes § 11-1604**

- A. A county shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule, ordinance or delegation agreement. A general grant authority does not constitute a basis for imposing a licensing requirement or condition unless the authority specifically authorizes the requirement or condition.**
- B. Unless specifically authorized, a county shall avoid duplication of other laws that do not enhance regulatory clarity and shall avoid dual permitting to the maximum extent practicable.**
- C. This section does not prohibit county flexibility to issue licenses or adopt ordinances or codes.**
- D. A county shall not request or initiate discussions with a person about waiving that person's rights.**
- E. This section may be enforced in a private civil action and relief may be awarded against a county. The court may award reasonable attorney fees, damages and all fees associated with the license application to a party that prevails in an action against a county for a violation of this section.**
- F. A county employee may not intentionally or knowingly violate this section. A violation of this section is cause for disciplinary action or dismissal pursuant to the county's adopted personnel policy.**
- G. This section does not abrogate the immunity provided by section 12-820.01 or 12-820.02.**