



Wastewater Reuse Application



Complete the required information, and include with it a report containing the necessary information identified herein. Please submit two copies of this form and addended report.

Rhode Island DEM
Office of Water Resources
235 Promenade St.
Providence, RI 02908

Check here to request a pre-application meeting:

1. Check requested reuse category. If unsure, check all that you think may apply:

Restricted Use: Unrestricted Use: Non-contact Cooling Water: Agricultural Use:

2. Final User Contact Information:

Applicant Name: _____

Applicant Organization: _____

Applicant Mailing Address: _____ Telephone No.: _____

City /Town: _____ State: _____ Zip: _____

Authorized Official: _____
Print Name Signature/Date: _____

3. Wastewater Supplier Contact Information (if different than above, otherwise indicate RIPDES # or OWTS # only.)

Applicant Name: _____

Applicant Organization: _____ RIPDES or OWTS#: _____

Applicant Mailing Address: _____ Telephone No.: _____

City /Town: _____ State: _____ Zip: _____

Authorized Official: _____
Print Name Signature/Date: _____

4. Reuse Project Information:

Project Location (Address): _____

City/Town: _____ State: _____ Zip: _____

Tax Assessor's Plat(s) and Lot Numbers(s): _____

Project Consultant Name : _____

Project Consultant Mailing Address: _____ Telephone No.: _____

City/Town: _____ State: _____ Zip: _____

ORDER OF APPROVAL REQUIREMENTS:

The owner or operator of wastewater effluent supply, interim storage or transportation systems, and a final use site must obtain approval from the DEM Office of Water Resources by attaining an Order of Approval. Applying for an Order of Approval requires completing and submitting the Water Reuse Application Form along with the following:

1: GENERAL PROJECT DESCRIPTION. This brief narrative overview must include at a minimum:

- a. Source information (location, general characteristics) of the wastewater effluent to be used;
- b. A description of the purpose and use of the treated effluent;
- c. Location of final use;
- d. Projected estimated quantities of wastewater effluent to be used in annual, monthly, daily averages as well as daily maximum volumes, as well as rates of use;
- e. A description of how the parameters in Table 1 of the Wastewater Reuse Guidance will be met, which must include information about improvements needed at the source wastewater facility to meet effluent use parameters. If no additional treatment is needed, include evidence thereof.

2: SITE-SPECIFIC DESCRIPTION. This description must include detailed information on final use, which must at a minimum include:

- a. Project Map/Radius Plan: This must be diagramed at a minimum scale of one inch to two hundred feet (1"=200') and include all areas within a one-quarter (1/4) mile radius from site property lines. The applicant may use copies of the latest U.S. Geological Topographic Map, Farm Services Agency aerial maps or United States Department of Agriculture Soil Survey Maps. For convenience, mapping information can be found at <http://www.dem.ri.gov/maps/index.htm>. Required information includes:
 - i. All buildings and roads;
 - ii. All water supplies (wells, etc.);
 - iii. All surface watercourses and wetlands;
 - iv. All boring locations (where applicable);
 - v. Legal boundaries of facility or site;
 - vi. North arrow;
 - vii. Extent of one-hundred (100) year flood plain (where applicable);
 - viii. Locations of adjacent commercial, residential and industrial buildings;
 - ix. Required setbacks;
 - x. Reuse distribution holding facilities and distribution schematics; and
 - xi. Locations of required signage. (Draft signage language must be included as part of the application. See the Wastewater Reuse Guidance for additional information on signage requirements.)
- b. Stormwater Survey: This must describe stormwater collection systems and controls to be implemented and installed to prevent reused wastewater runoff from entering the stormwater system.
- c. Design and engineering specifications, plans and calculations regarding any treatment system(s) needed to meet final wastewater reuse requirements. Describe how supplementary treatment systems will meet required treatment levels.
- d. Design and engineering specifications, plans and calculations regarding transport systems.
- e. Final use application system(s). This includes applicable information on nozzle types, placement and directional capabilities, as well as distribution piping configuration. (This information may be placed on the radius plan.)
- f. Applications for a project where the wastewater final effluent supplier is not the final user must contain a memorandum of understanding between both parties, signed by an appropriate authority within each organization or municipality.
- g. Application for a project where the water will be used for non-contact cooling and discharged to the atmosphere must include calculations showing the Potential to Emit ("PTE") for air contaminants.

3: WASTEWATER REUSE OPERATIONS AND MAINTENANCE. The application must provide for review and approval a Standard Operating Procedure (SOP), which must include:

- a. Operating procedures for the supplemental source wastewater treatment facility and reuse site(s). Such procedures must define:
 - i. Any operational/process-control procedures for supplemental treatment systems;
 - ii. Delivery/distribution procedures, including communication practices between the treated wastewater supplier and final use facility, if necessary; and
 - iii. A plan for sampling reuse water for compliance monitoring.
- b. Preventative maintenance schedules and corrective maintenance procedures. The latter must include practices in the cases of equipment failure, power failure, labor shortages, etc.
- c. A description of the funding necessary for adequate operations and maintenance of supplemental treatment systems, conveyance and distribution systems, etc., as well as the funding mechanisms in place.
- d. A staffing plan, which will include an organizational flow chart, if necessary, with job descriptions and duties. The staffing plan must also include training schedules for new employees.
- e. If appropriate, laboratory and process controls, including quality assurance procedures.
- f. Procedures for the immediate notification to the Office of Water Resources in the event of any period of non-compliance, equipment failure or un-approved discharge of reused effluent into the waters of the state.
- g. Procedures for correcting and/or mitigating any interruption in operations of the facility due to loss or reduction of power or other equipment failure.
- h. Water reuse project(s) SOPs must include all language necessary to abide by approvals from respective regulatory agencies, such as the RIDEM's Division of Agriculture and/or Air Resources, the RI Department of Health, and/or other necessary regulatory entities.

4: NOTIFICATION. At a minimum, all approved systems must adhere to the following, and language stating the means by which adherence will be attained must appear in the submitted SOP, as specified in Item 3. Additional requirements may be made part of specific approvals.

- a. The final user or wastewater supplier operator shall notify the Office of Water Resources in writing, at least ninety (90) days prior to any alteration or modification of the facility or site, change in management practices of the facility or site, or any other activity which may result in non-compliance with its Order of Approval.
- b. The final user or wastewater supplier operator shall immediately notify the Office of Water Resources of any substantial change in the volume or composition of treated wastewater effluent due either to increased demand or due to excess pollutants in the wastewater effluent. The notice shall include information on the quantity and composition of disposal, the reasons for excess effluent pollutants or efforts made to discover the source, and any impacts on management practices resulting from the change.

5: APPLICATION FEE: An application fee of \$150 made payable to "Treasurer, State of Rhode Island" must be submitted with the application.