



Massachusetts Department of Environmental Protection
Bureau of Resource Protection • Watershed Permitting Program
Surface Water Discharge (NPDES) • Non-Industrial Wastewaters

BRP WM 2A Application for Permit to Discharge Municipal Wastewater

Instructions and Supporting Materials

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Introduction

MassDEP *Permit Applications*, as well as *Instructions & Support Materials*, are available for download from the MassDEP Web site at mass.gov/dep in two file formats: Microsoft Word™ and Adobe Acrobat PDF™. Either format allows documents to be printed.

Instructions & Support Materials files in Microsoft Word™ format contain a series of documents that provide guidance on how to prepare a permit application. Although we recommend that you print out the entire package, you may choose to print specific documents by selecting the appropriate page numbers for printing.

Permit Applications in Microsoft Word™ format must be downloaded separately. Users with Microsoft Word™ 97 or later may complete these forms electronically.

Permitting packages in Adobe Acrobat PDF™ format combine *Permit Applications* and *Instructions & Support Materials* in a single document. Adobe Acrobat PDF™ files may only be viewed and printed without alteration. *Permit Applications* in this format may not be completed electronically.



BRP WM 2A Permit Fact Sheet

1. What is the purpose of NPDES Permits?

These permits protect public health and the environment by controlling pollutant discharges to surface waters and ensuring that the water quality criteria and receiving water use prescribed in the Massachusetts Surface Water Quality Standards (314 CMR 4.00) are met.

2. Who must apply?

Form BRP WM 2A is designed to collect general information that applies to public wastewater treatment facilities that discharge to surface waters. Form BRP WM 2A should accompany BRP WM 05, BRP WM 06 or BRP WM 07 as appropriate.

3. What other requirements should be considered?

- In addition to filing the appropriate application forms with MassDEP, an applicant must contact the U.S. EPA to obtain and file the appropriate federal NPDES permit application forms. It is not necessary to submit engineering designs or final plans to EPA for approval.
- Application for operator certification and facility rating in accordance with 257 CMR 2.00 is required for operation of treatment works.
- Permits of this type may require MEPA review. Please carefully examine the MEPA Regulations (301 CMR 11.00) to determine if your project exceeds the MEPA review thresholds. For more information contact the MEPA Unit of the Executive Office of Environmental Affairs at 617-727-5830.

MassDEP cannot begin technical review of the permit application until the MEPA process has been completed, unless otherwise agreed to in writing. Copies of MEPA filings (with reference to any applicable Transmittal numbers) should be sent to the appropriate program offices in Boston and the MassDEP MEPA Coordinator in the region where the facility is located.

Find Your Region: <http://www.mass.gov/eea/agencies/massdep/about/contacts/>

4. What is the application fee?

There is no fee associated with Form WM 2A. The BRP WM 2A form accompanies BRP WM 05, BRP WM 06 or BRP WM 07 applications. See instructions for those forms for their respective fees.

5. What is the Primary Permit Location?

Completed permit applications should be submitted to:

**Department of Environmental Protection
Surface Water Discharge Program
1 Winter Street, 5th Floor
Boston, MA 02108**



BRP WM 2A Permit Fact Sheet

6. Where can I get a copy of the timelines?

The timelines are available on the MassDEP Website:

<http://www.mass.gov/eea/agencies/massdep/service/approvals/timely-action-fees-and-payments.html>

7. What are annual compliance fees?

The BRP WM 2A form accompanies BRP WM 05, BRP WM 06 or BRP WM 07 applications. Annual compliance fees for BRP WM 05, BRP WM 06 or BRP WM 07 govern.

8. How do I enter a transmittal number?

The [Transmittal for Payment Form](#) provides a unique transmittal number. The BRPWM2A form combined with a BRPWM05, BRPWM06 or BRPWM07 form create one permit application. The same transmittal number should be entered on the BRPWM2A form and the BRPWM05, BRPWM06 or BRPWM07 form.

9. How long is the notice of intent in effect?

Federal and state regulations each stipulate that NPDES permits be issued for a period "not to exceed 5 years". Permits may be issued for less than 5 years.

10. How can I avoid the most common mistakes made in submitting an application?

- Use appropriate state and federal forms. The state forms are included in the Forms Section to this application package.
- Answer all application questions. Follow the accompanying instructions carefully when answering.
- Make sure the application is signed and dated in ink by a legally responsible official.
- Submit a copy of the MassDEP Transmittal Form and the completed application forms to the MassDEP Surface Water Discharge Program in Boston.
- Submit fee and a copy of the MassDEP Transmittal Form to: Department of Environmental Protection, P. O. Box 4062, Boston, MA 02211.

11. What are the state regulations that apply to these permits? Where can I get copies?

These regulations include, but are not limited to:

- Surface Water Discharge Regulations, 314 CMR 3.00.
- Surface Water Quality Standards, 314 CMR 4.00.
- Wastewater Treatment Plant Operators, 257 CMR 2.00.
- Timely Action Schedule and Fee Provisions, 310 CMR 4.00.

These may be purchased at:

State Bookstore (in State House)
Room 116
Boston, MA 02133
617-727-2834

State Bookstore
436 Dwight Street
Springfield, MA 01103
413-784-1376



Form 2A

Application for Permit to Discharge Municipal Wastewater

A. Facility Information

Important:
When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



1. Facility name and address:

Name _____

Street Address _____

City/Town _____

State _____

Zip Code _____

2. Mailing address:

Street/PO Box: _____

City/Town _____

State _____

Zip Code _____

Telephone Number (including extension) _____

E-mail address (optional) _____

Facility Contact Person _____

Contact person's title _____

3. Type of treatment:

- a. None
- b. Primary
- c. Intermediate
- d. Secondary
- e. Advanced

4. Design flow of facility:

_____ mgd

5. Average daily flow of facility:

_____ mgd

6. Percent BOD removal:

- a. 0 to 29.9
- b. 30 to 64.9
- c. 65 to 84.9
- d. 85 to 94.9
- e. 95 or more

7. Population served:

- a. 1 to 199
- b. 200 to 499
- c. 500 to 999
- d. 1,000 to 4,999
- e. 5,000 to 9,000
- f. 10,000 or more

8. Number of separate discharge points:

- a. 1
- b. 2
- c. 3
- d. 4
- e. 5



Form 2A

Application for Permit to Discharge Municipal Wastewater

A. Facility Information (cont.)

9. Description of wastewater discharged to surface waters only (check as applicable):

Flow, MGD (million gallons per operating day)

Discharge per operating day	a. Average	b. Maximum
0 to 0.0099	<input type="checkbox"/>	<input type="checkbox"/>
0.01 to 0.049	<input type="checkbox"/>	<input type="checkbox"/>
0.05 to 0.099	<input type="checkbox"/>	<input type="checkbox"/>
0.1 to 0.49	<input type="checkbox"/>	<input type="checkbox"/>
0.5 to 0.99	<input type="checkbox"/>	<input type="checkbox"/>
1.0 to 4.9	<input type="checkbox"/>	<input type="checkbox"/>
5 or more	<input type="checkbox"/>	<input type="checkbox"/>

Volume treated before discharging (percent)

Discharge per operating day	a. Average	b. Maximum
None	<input type="checkbox"/>	<input type="checkbox"/>
0.1 to 34.9	<input type="checkbox"/>	<input type="checkbox"/>
35 to 64.9	<input type="checkbox"/>	<input type="checkbox"/>
65 to 94.9	<input type="checkbox"/>	<input type="checkbox"/>
95 to 100	<input type="checkbox"/>	<input type="checkbox"/>

10. If any wastewater, treated or untreated, is discharged to place other than surface waters (check below as applicable):

Flow, MGD (million gallons per operating day)

Wastewater to be discharged to	a. Deep well	b. Evaporation lagoon	c. Subsurface percolation system	d. other (specify) _____
0 to 0.0099	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.01 to 0.049	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
0.05 to 0.099	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
0.1 to 0.49	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
0.5 to 0.99	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.0 to 4.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5 or more	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Transmittal Number _____

Form 2A

Application for Permit to Discharge Municipal Wastewater

Date Received _____

A. Facility Information (cont.)

11. Do you receive industrial waste? Yes No

If yes, enter approximate number of industrial discharges into system: _____
Approximate number

12. Type of collection sewer system:

- A. Separate sanitary
- B. Combined sanitary and storm
- C. Both separate and combined sewer system

13. Name of receiving water or waters: _____

14. Does your discharge contain, or is it possible for your discharge to contain, one or more of the following substances: ammonia, cyanide, aluminum, beryllium, cadmium, chromium, copper, lead, mercury, nickel, selenium, zinc, phenols?

Yes No

B. 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. I will be responsible for publication of public notice of the applicable permit proceedings identified under 314 CMR 2.06(1)(a) through (d)."

Signature of applicant _____

Date Signed _____

Printed name of applicant _____

Title _____

Telephone Number (including extension) _____

Name of Preparer _____

Title _____

Telephone Number (including extension) _____