



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

BRP WM 11 Non-Contact Cooling Water General Permit

Instructions and Supporting Materials

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Introduction

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

Instructions & Support Materials files 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.

For this permit category, MassDEP is accepting EPA's Notice of Intent form as the application form. Copies of the form and instructions may be obtained from the [EPA Website](#) "Appendix 4 Notice of Intent Instructions and Appendix 5 Notice of Intent (NOI) Form." This form may be filled out online and printed.



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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?

In general, NPDES permits must be applied for and obtained by:

- Any agency or political subdivision of the Commonwealth
- Any federal agency
- Any public or private:
 - corporation
 - authority
 - individual
 - partnership
 - association, or
 - other entity

proposing to discharge non-contact cooling water from a point source to surface waters.

3. What is the application fee?

BRP WM 11 General Permit for Non-Contact Cooling Water \$470
(310 CMR 4.10 Surface Water Discharge NPDES (ww) BRPWM11)

4. What is the Primary Permit Location?

Completed permit applications should be submitted to:

Department of Environmental Protection
Division of Watershed Management
8 New Bond Street
Worcester, MA 01606

5. 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>

6. What are annual compliance fees?

Current fees are available on the MassDEP Website:

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



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Discharges from the following entities are exempt from Annual Compliance Fees:

- Massachusetts state agencies.
- Massachusetts cities, towns, counties, districts.
- Municipal housing authorities, and federally recognized Indian tribe housing authorities.

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

The Notice of Availability of the final NPDES Non-contact Cooling Water General Permit (NCCW GP) in Massachusetts (MAG250000) and New Hampshire (NHG250000) was published in the [Federal Register](#) on October 2, 2014. The permit effective date is November 3, 2014, which is the first business day following 30 days after the publication date. This permit will expire at midnight on November 4, 2019.

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

- Make sure the application is signed and dated in ink by a legally responsible official.
- If you submitted a renewal application and were administratively continued under the general permit that expired April 25, 2005, include a copy of your previous transmittal form with the application to the MassDEP Surface Water Discharge Permitting Program. Applicants with permit coverage under the expired general permit do not pay the application fee again.

If you have a new or increased discharge, or are currently covered by an individual permit and have been requested to seek coverage under the general permit, submit a copy of the MassDEP transmittal form <http://www.mass.gov/eea/agencies/massdep/service/approvals/transmittal-form-for-payment.html>

- and the completed application forms to the MassDEP Surface Water Permitting Program.
- If you have a new or increased discharge, or are currently covered by an individual permit and have been requested to seek coverage under the general permit, submit fee and a copy of the MassDEP transmittal form to: Department of Environmental Protection, P.O. Box 4062, Boston, MA 02211.

9. 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, specifically 314 CMR 3.06.
- 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



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This permit allows a surface water discharge up to one million gallons per day of non-contact cooling water. Non-contact cooling water is water that is used to reduce temperature and that does not come in direct contact with any raw material, intermediate product, waste product (other than heat), or finished product. No biocides or other additives are allowed except pH neutralization and/or dechlorination chemicals authorized on a case-by-case basis. This permit allows the NCCW to be commingled with other waste streams as long as the NCCW can be monitored separately (prior to commingling) for compliance.

The complete NCCW general permit is found on the Environmental Protection Agency's Region 1 website <http://www.epa.gov/region1/npdes/nccwgp.html>. MassDEP will perform a technical review of the application as necessary; and then issue an approval letter to EPA with a copy to the applicant. EPA will post the NOI on the website for a minimum of 30 days prior to authorization. If there are any questions, call 508-767-2856 or email Robert.Kubit@state.ma.us.

1. **Applicants with administratively continued coverage under the general permit that expired April 25, 2005** are required to submit two application packages with a Notice of Intent form to both MassDEP and EPA (see also #3 below).

The MassDEP application package should include a copy of the EPA Notice of Intent and the previously submitted transmittal form.

- The Notice of Intent form for the General Permit for Non-Contact Cooling Water. For this permit category, MassDEP is accepting EPA's Notice of Intent form as the application form. Copies of the form and instructions may be obtained from the [EPA Website](#) "Appendix 4 Notice of Intent Instructions and Appendix 5 Notice of Intent (NOI) Form." This form may be filled out online and printed.
- A copy of the transmittal form submitted with the renewal application submitted before the previous permit expired on April 25, 2005.

Send this package to: Massachusetts Department of Environmental Protection
Division of Watershed Management
8 New Bond Street
Worcester, MA 01606

2. **Applicants with new or increased discharges, or discharges currently covered by an individual permit that have been requested to seek coverage under the general permit**, should prepare three packages: MassDEP Notice of Intent package; MassDEP transmittal form and check package; and an EPA Notice of Intent package (see also # 3 below)

a. The MassDEP application package should include a copy of the EPA Notice of Intent, the transmittal form with a copy of the check.

- The Notice of Intent form for the General Permit for Non-Contact Cooling Water. For this permit category, MassDEP is accepting EPA's Notice of Intent form as the application form. Copies of the form and instructions may be obtained from the [EPA Website](#) "Appendix 4 Notice of Intent Instructions and Appendix 5 Notice of Intent (NOI) Form." This form may be filled out online and printed.

Transmittal form. Obtain from MassDEP web site:

<http://www.mass.gov/eea/agencies/massdep/service/approvals/transmittal-form-for-payment.html>



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- Each transmittal form has a unique number and is used to track the permit status. **A transmittal form must have a transmittal number or it will become lost in the system.** A fee is required unless owner is exempt (see transmittal form). Include a copy of the check.

Send this package to: Massachusetts Department of Environmental Protection
Division of Watershed Management
8 New Bond Street
Worcester, MA 01606

b. Transmittal form and check package: Send the check and a copy of the transmittal form to the address indicated on the transmittal form.

- 3. EPA Application package:** All applicants submit the Notice of Intent for the Non-Contact Cooling Water General Permit form to EPA. Copies of the form and instructions may be obtained from the [EPA Website](#) "Appendix 4 Notice of Intent Instructions and Appendix 5 Notice of Intent (NOI) Form." This form may be filled out online and printed.

Send this package to: US Environmental Protection Agency
NCCW GP Processing
Municipal Assistance Unit (CMU)
1 Congress Street, Suite 1100
Boston, MA 02114-2023

Or electronically mailed to NCCW.GeneralPermit@epa.gov
Or faxed to the EPA Office at 617-918-2188.

NOIs will be publicly posted on the EPA website for 30 days prior to authorization by EPA. You will receive a letter from EPA authorizing coverage under the general permit.