



Instructions for Applying to Modify An Ohio EPA Individual NPDES Permit

Requirements

As indicated in your NPDES permit, you must notify Ohio EPA if you have a facility expansion, production increase or process modification that results in new or increased discharges of pollutants. [See Ohio Administrative Code Rules 3745-33-04(D) and 3745-33-08(A)(2)]. A permit modification is required if the new or increased discharges would require new or increased permit limits. A modification may also be required if new information about the discharge reveals discharges of pollutants that were not identified in your NPDES application, or if you wish to change monitoring requirements, compliance schedules or special requirements.

Procedures for Filing

Copies of all forms are available at Ohio EPA District Offices or on Ohio EPA's web site, www.epa.ohio.gov/dsw/formspubs.aspx. Data submitted on these forms will be used as a basis for granting or denying requested modifications. Depending on the adequacy and nature of the data submitted, you might be called upon for additional information before a modification is allowed. [See Ohio Administrative Code Rule 3745-33-04(D)].

Signature on Application

An application submitted to the Ohio EPA shall be signed as follows [Ohio Administrative Code Rule 3745-33-03(D)]:

1. In the case of a corporation, by a responsible corporate officer. For these purposes, a responsible corporate officer means:

(a) A president, secretary, treasurer or vice president of the corporation in charge of a principal business function, or any other person who performs similar policy- or decision-making functions for the corporation; or

(b) The manager of one or more manufacturing, production or operating facilities, provided facility having explicit or implicit duty of making major capital investment recommendations, and initiating the manager is authorized to make management decisions which govern the operation of the regulated and directing other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information

for permit application requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

2. In the case of a partnership, by a general partner.
3. In the case of a sole proprietorship, by the proprietor.
4. In the case of a municipal, state, or other public facility, by either the principal executive officer, the ranking elected official or other duly authorized employee.

If the documents delegating signatory responsibilities have not been filed with Ohio EPA, a copy of this delegated authority must accompany this application.

Antidegradation Rule Requirements

All applications must be accompanied by an Antidegradation Addendum form. If the modification request includes an increase in pollutant loadings, an antidegradation review may be required under Ohio Administrative Code Rule 3745-1-05. Loading increases subject to antidegradation reviews are identified in OAC Rule 3745-1-05(B). Requests for loading increases must include a socio-economic justification unless an exclusion or waiver listed in OAC Rule 3745-1-05(D) applies.

Use of Information

All information contained in this application will, upon request, be made available to the public for inspection and copying. If you believe that any information contained in your application is a trade secret and is entitled to confidential status, notify the appropriate Ohio EPA District Office. However, in no event will amounts or contents of discharges or the quality of receiving waters be recognized as confidential information, except in certain cases involving the national security.

Permit Fees

Ohio Revised Code § 3745.11 requires that a non-refundable application fee of \$200.00 accompany this application. The check should be made payable to the "Treasurer of the State of Ohio".

There is also a permit issuance fee, based on discharge flow, of up to \$375.00 that will be billed to you after issuance of the modification.