



Checklist for Industrial NPDES Permit Application

Bolded items are those often missed by applicants. This checklist is not all-inclusive and you may not be required to submit all of the forms noted below. Read through your application thoroughly to ensure its completion prior to submittal.

For all applicants

- Supplement - Sulfate and Chloride** – This requires effluent testing; plan ahead to make sure you have enough time to have samples analyzed by a laboratory.
- Application Fee** – Submit invoice and \$85 check made out to Iowa Department of Natural Resources.
- Form 5** – Signature

Form 1 – General Information

- Owner, facility, operator, and contact information
- Facility location** – Section, Township, Range and Latitude/Longitude
- List of other operating permits and licenses required for the facility
- SIC code
- Map**
- Line drawing**

Form 2 – Facilities That Do Not Discharge Process Wastewater

- I. Receiving Stream, Description of discharge – be specific.
- II. Type of Waste, Discharge receiving stream and route of flow – include sewer lines, drainage tiles, ditches, unnamed tributaries, etc. if present.
- III. **Effluent characteristics** – this section requires sampling; plan ahead to make sure you have enough time to have samples analyzed by a laboratory.
- III. Part C, **Chemical Additives** – this section may take extensive calculations and/or research to determine estimates of chemical additive concentrations; allow plenty of time to complete.
- IV. Description of the timing of discharge.
- V. Description of the treatment system.

Form 2F – Storm Water Associated with Industrial Activity

- I. Outfall location – make sure to indicate the first receiving stream even if it is an unnamed drainage ditch.
- II. Required improvements
- III. **Site Drainage Map**
- IV. Description of pollutant sources
- V. Non-storm water discharges
- VI. Leaks or Spills
- VII. **Discharge testing and storm water flow rate** – this section requires sampling at a specific rainfall event; plan ahead to make sure you have enough time to have samples analyzed by a laboratory. Read through all the instructions and tables (at the back of Form 2F) carefully before conducting water sampling and testing.



Form 3 – Facilities Which Discharge Process Wastewater – Existing Sources

- I. Sources of pollution – be sure to include the receiving stream name and route of flow. Also include sewer lines, drainage tiles, ditches, unnamed tributaries, etc. if present in the route of flow.
- II. **Facility production information**
- III. **Effluent characteristics and chemical additive information** - this section requires sampling, laboratory testing, and calculations for the estimates of chemical additive concentrations; allow sufficient time for laboratory testing.
- IV. Prior toxicity testing data
- V. Part A - **Effluent characteristics** – you must provide analytical testing results for each of the pollutants in Part A; allow sufficient time for laboratory testing.
- V. Parts B and C - Effluent characteristics – Follow the instructions carefully for these two parts and determine if you need to complete Part C. Testing for some of these parameters is complex; allow enough time to complete.

Form 4 – Facilities Which Discharge Process Wastewater – New Sources

- #1 Sources of pollution – be sure to include the receiving stream name and route of flow if known. Also include sewer lines, drainage tiles, ditches, unnamed tributaries, etc. if present in the route of flow.
- #2 **Estimated level of facility production**
- #3 Planned wastewater treatment
- #4 Other similar facilities
- #5 **Effluent characteristics** – this section may take extensive calculations and/or research to determine estimates of pollutant concentrations; allow plenty of time to complete.
- #6 **Chemical additives** – this section may take extensive calculations and/or research to determine estimates of chemical additive concentrations; allow plenty of time to complete.