

August 24, 2021

Genesee County Drain Commissioner's Office
Division of Water and Waste Services

Instructions for completing an Application for Nondomestic Discharge Permit

The Nondomestic Discharge Permitting program is intended to identify all nondomestic users discharging to Genesee County WWS sewer systems for treatment at the publicly owned treatment works (POTWs). The application for Nondomestic Discharge Permit is designed to provide all the necessary information to enable Genesee County WWS to determine the pretreatment levels necessary for a particular nondomestic user, prior to their connection to the sewer system.

The General information on page one asks for a contact person and their mailing address and then the name of the business applying for discharge along with that address and City or Township it's located in. On page one fourth line down, Business Name refers to the business that is applying for discharge.

The application requires both an Authorized Representative signature and a Property Owner signature. If the same person is the Property Owner and the Authorized Representative, he/she should sign both statements. If the User is a corporation, the Authorized Representative would be a responsible corporate officer. The application is not considered complete without both signatures.

The Application is intended to encompass all types of nondomestic discharges, from retail shops through a large industrial facility. For businesses that **only** discharge domestic waste the application is considered completed if all of Section I is filled out. If the business discharges wastes other than domestic waste the application must be filled out completely.

Thad Domick can be contacted by email at tdomick@gcdcwws.com and by phone at (810) 232-7662, ext 2233. If you would like an electronic version of the Nondomestic Discharge Application it can be found on our web site at <http://gcdcwws.com> or contact Thad by email.

The Environmental Compliance Office will evaluate the application and send a review letter asking for additional information if needed, or telling you the application was received and a permit will be issued soon.

Once the application is approved, a Nondomestic Discharge Permit (IPP) is issued to the applicant and copied to the local community. Only when the applicant has received a Permit will the local municipality issue a *Building Connection Permit, or Occupancy Permit*.

Transferability:

“Nondomestic Discharge Permits” are not transferable. New owners are required to apply for a new permit by completing an “Application for Nondomestic Discharge Permit.” New applications are also required upon change of ownership, remodeling, addition, or change of use of the building.

Payment:

There is a minimum of \$100.00 review and permit fee. **The Permit fees vary based on the type of discharge.** The review letter sent out will include any additional permit fee amounts owed. A complete list of permit fees are available on the web site. The application and permit fees may be delivered in person or mailed, and can be paid by cash, check or money order. Credit card payment is currently not accepted. Make checks payable to Genesee County Drain Commissioner.

Location The completed application along with any fee payments, can be mailed or delivered in person to our main office at: Genesee County Drain Commissioner’s Office G-4610 Beecher Road Flint, MI 48532 Definitions: See the Sewer Use Ordinance online at <http://gcdcwws.com> for a complete set of definitions and requirements for discharge to the sewer.