

Metro Wastewater Reclamation District
Environmental Management System for Biosolids

Element 10: Biosolids Recycling & Alternatives (BVC) – Restricted Distribution - Letter of Intent for Biosolids Permits Process (CCP) – Table

Revision: 06	Revision Date: 06/21/08	Approved By:
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PURPOSE

To create a letter of intent to obtain a notice of authorization and other required permits for the land application of biosolids.

SCOPE

The processes used to verify biosolids criteria, evaluate land application sites, and obtain permits.

Operational Controls (Practices)	Applicable Legal & Other Requirements	Procedural Documents (record series code)	Monitoring & Measurement (record series code)	Responsible	
				Division/ Department	Person
Permitting-Letter of Intent	CDPH&E WQCD Biosolids Reg 64 (GOV 15.10) USEPA 40 CFR Part 503 (GOV 15.30) Region VIII General Permit (GOV 15.30) Colorado SEO 2 CCR 402-2 (GOV 15.18)	Site Selection Criteria for New Privately-Owned Agricultural Application Sites (PER 10.5) Site Selection Criteria for State Approved Agricultural Application Sites (PER 10.5) Agricultural Reclamation Site Management Practices (PER 10.5) Identifying Soil Sampling Location for Regulatory Reports (PER 10.5) Soil Sampling 1, 2, or 5-Foot (PER 10.5)	Annual Biosolids Report (GOV 15.10) Destination Code File (OPER 40.30) BRR Database Self-Monitoring Report (OPER 40) ANDIG Report (OPER 05) Recommendations/Actuals (OPER 40.30 DC files) Colorado SEO Regulations Section 16 (GOV 15.18) LabWorks Database Farm Works Database	RR&R O&M/ Operations	Administrative Specialist Administrative Personnel Superintendent Land Application Coordinator Operations Personnel Operations Superintendent Operations Personnel
Notice of Authorization	CDPH&E WQCD Biosolids Reg. 64 (GOV 15.10) USEPA 40 CFR Part 503 (GOV 15.30) Region VIII General Permit (GOV 15.30)	BRR Database SOP (PER 10.5)	BRR Database Annual Site Distribution (OPER 40.30) Annual Biosolids Report (GOV 15.10 WCQD) Destination Code File (OPER 40.30)	RR&R	Administrative Specialist Administrative Personnel
County Permits	Adams County Zoning Regulations, Biosolids Application Permit 2-02-06 (GOV 10)	Adams County Semi-Annual Domestic Sewage Sludge Service Fee Payment (PER10.5) Adams County (GOV 10) BRR Database SOP (PER 10.5)	BRR Database Annual Site Distribution (OPER 40.30) Destination Code File (OPER 40.30)	RR&R	Administrative Specialist Administrative Personnel

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Operational Controls (Practices)	Applicable Legal & Other Requirements	Procedural Documents (record series code)	Monitoring & Measurement (record series code)	Responsible	
				Division/ Department	Person
(Continued)	Washington County Biosolids Permit, Domestic Sludge Application Permits (GOV 10)	Washington County (GOV 10)	BRR Database Annual Site Distribution (OPER 40.30) Destination Code File (OPER 40.30)	RR&R	Administrative Specialist Administrative Personnel
	Weld County Zoning Ordinance (GOV 10) Biosolids Regulations of the Northeast Colorado Health Department (GOV 10)	Weld County Biosolids Permit (PER 10.5) Weld County (GOV 10) BRR Database SOP(PER 10.5)	BRR Database Annual Site Distribution (OPER 40.30) Destination Code File (OPER 40.30)	RR&R	Administrative Specialist Administrative Personnel