



## D. Graywater Reuse and Disposal System Information

### 1. Facility Information

This facility is a:	Primary Structure Type (see lists on pages 5-6 for options)	Estimated Graywater Flow
residential structure:		
commercial or institutional structure:		
Total estimated graywater flow:		

**Submit Graywater Flow Worksheet with application.** Download the application from [DEQ's Domestic Permit Application Forms and Fees page](#).

**2. Wastewater disposal:**      sewer connection      onsite wastewater treatment (i.e., septic system)

### 3. Graywater reuse information

Planned graywater reuse activities (select all that apply)

**Type 1 or Type 2 Graywater:**

- Subsurface irrigation of gardens, lawns, and landscape plants (not including vegetable gardens)
- Subsurface irrigation of food crops, except root crops or crops that have edible portions that contact graywater
- Subsurface irrigation of vegetated roofs that do not drain to stormwater management structures, such as swales, infiltration basins, rain gardens, or similar stormwater structures.

Compost

**Type 2 Graywater only:**

- Landscape ponds not intended for human contact
- Surface drip irrigation of gardens, lawns, living walls, greenhouses and landscape plants

### 4. Location of graywater reuse (select all that apply)

- On the property on which it was generated.
- On an adjacent property with the written approval of the property owner.

### 5. Graywater Information

Total estimated quantity of graywater needed for use (in gallons per day):

Graywater generated will be:      Type 1      Type 2      Both

For Type 2 graywater, please indicate the type of treatment:

Performance-based treatment

Technology-based treatment

Please specify the manufacturer and model of the treatment system:

**6. System Description**

Briefly describe the graywater reuse and disposal system, including, but not limited to, any physical, chemical, or biological treatment methods, use of storage surge tanks, and a brief description of the irrigation system.

**E. Graywater Reuse and Disposal System Documents**

1. Attach the following information:

- System design plan
- Graywater flow worksheet
- Operations and maintenance manual
- Site evaluation report
- For systems using performance-based treatment, treatment system plans and specifications; and
- For systems diverting graywater from an onsite wastewater treatment system (i.e., septic system), the system design plan must include the signature of a professional engineer registered in accordance with ORS 672 or a wastewater specialist registered in accordance with ORS 700 that the graywater system has been designed to not result in a septic tank effluent concentration that exceeds the criteria for residential strength wastewater.

2. List all other DEQ or public agency permits issued to or applied for on this project, such as onsite wastewater treatment systems and plumbing permits:

Permit	Issuing Agency	Date

**F. Signature Of Legally Authorized Representative**

I hereby certify under penalty of law that this document and all attachments were prepared under my direction or supervision. The information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations. I agree to pay all permit fees required by Oregon Administrative Rules 340-045, 340-053, and 340-071, including new application fees to obtain the permit and an annual compliance determination fee invoiced annually by DEQ to maintain the permit. **A wet signature of a legally authorized representative is required in order to process this application. Please print out this application and sign.**

\_\_\_\_\_  
Name of Legally Authorized Representative (Type or Print)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature of Legally Authorized Representative

\_\_\_\_\_  
Date

**DEQ permit fees: send check or money order payable to DEQ with signed application.**

Permit application fees are published in OAR 340-045-0075 in Table 70G.

Available online at: <https://secure.sos.state.or.us/oard/viewSingleRule.action?ruleVrsnRsn=250408>.

Scroll down to find Table 70G and look for the permit number in the left-hand column. New permits require payment of both the permit application fee and the first year permit fee before the permit can be processed.

**Send completed application and permit fees to:**

**DEQ Headquarters**

700 NE Multnomah St, Suite 600

Portland OR 97232

503-229-5696 or 800-452-4011

**Other Agency Requirements**

You must comply with all applicable local, state, and federal laws and regulations. All pipes, valves, and other plumbing appurtenances of the graywater collection system must comply with the requirements of the Oregon Plumbing Specialty Code. The necessary permits must be obtained from the local building authority. DEQ permit fees do not apply toward any permits required by local authorities.

**Please answer all questions and submit with the required permit application fees.  
An incomplete application or application with incorrect fees will not be processed.**  
If the information requested is not applicable, please indicate as such.

## **A. Applicant Information**

1. Enter the legal name of the applicant. The permit will be issued to this entity. This is the person, business, public organization, or other entity that controls the facility described in this application and will be responsible for complying with the conditions of the permit. This must be the legal Oregon name (e.g., Acme Products, Inc.) or the legal representative of the company if it operates under an assumed business name (e.g., John Smith, dba Acme Products, Inc.). The name must be a legal active name registered with the Oregon Department of Commerce, Corporation Division (503-378-4752), unless otherwise exempted by their regulations.
2. Indicate if the applicant is the owner of the facility.
3. Provide the legal status of the applicant. Indicate "public" for a facility solely owned by local government.
4. Enter the common name of the facility or operation if different from the legal name of the applicant.
5. Enter the Standard Industrial Classification (SIC) four-digit code or North American Industry Classification system (NAICS) for the facility. These codes are used to describe the primary activity at the facility and may be found on fire marshal reports, insurance papers, or tax forms. The NAICS codes replaced the SIC system in 1997, however, it is usually easy to convert between the two systems so either code is acceptable. SIC or NAICS information is also available from the U.S. Census Bureau at 1- 888-756-2427 or at <http://www.naics.com/search.htm>. For single family dwellings, use SIC code 4952 or NAICS 221320.

## **B. Facility Location**

1. Enter the physical location of the facility (street address, not mailing address), including city, state, postal code, and county.
2. Enter the latitude and longitude of the approximate center of the facility or site in degrees/minutes/seconds. Latitude and longitude can be obtained from Google Earth website at <https://earth.google.com/web/> or from the United States Geological Survey (USGS) quadrangle maps. Instructions on obtaining latitude and longitude data from USGS maps can be obtained from DEQ's website at <http://www.deq.state.or.us/wq/pubs/guides/latlonginstr.pdf>.
3. Enter the Township, Range, Section and Tax Lot numbers for the regulated site.

## **C. Contact Information**

1. Enter the name, email address, telephone number, and mailing address of the Responsible Official. The Responsible Official is the person that receives official correspondence from DEQ, such as renewal notices or notices of noncompliance, and may be contacted if there are questions about this application.
2. Enter the contact information of the Facility Contact *if different from the Responsible Official*. The Facility Contact is the person located at the facility that has specific knowledge of the facility or operation under permit (e.g., the treatment plant operator), and may be contacted if there are specific questions about this application.
3. Enter contact information for the person responsible for billing purposes *if different from the Responsible Official* (e.g., "Invoice to: Business Office - Accounts Payable").

## **D. Graywater Reuse and Disposal System Information**

1. Indicate if the facility is a "residential structure" or a "commercial or institutional structure", the primary use of the structure, and the estimated graywater flow. If the structure includes both residential and commercial or institutional functions, both types of structures may be selected. Fill out the Graywater Flow Worksheet and provide summary information. Attach the Graywater Flow Worksheet with your application.

### **Residential structure types:**

- Boarding house
- Rooming house
- Condominium or multiple family dwelling, including apartments
- Single family dwelling

### Commercial or institutional structure types (units)

- airport (passengers)
- bathhouse or swimming pool (persons)
- campground with central comfort station (persons)
- campground with flush toilets, no showers (persons)
- construction camp, semi-permanent (persons)
- day camp, no meals served (persons)
- luxury camp (persons)
- church (seats)
- country club (resident member/non-resident member)
- factory with shower (persons per shift)
- factory without shower (persons per shift)
- hospital (bed space)
- hotel with private baths (rooms)
- hotel without private baths (rooms)
- institution other than a hospital (bed space)
- self-service laundry (machines)
- mobile home park (spaces)
- motel with kitchens (bedrooms)
- motel without kitchens (bedrooms)
- picnic park with bathhouses and showers (picnickers)
- restaurant (seats)
- single-service restaurant, such as coffee shops (customers)
- restaurant with bar and/or lounge (seats)
- school - boarding (persons)
- school - day without gym, cafeteria, and showers (persons)
- school - day with gym, cafeteria, and showers (persons)
- school - day with cafeteria, but without gym or shower (persons)
- service station (vehicles served)
- theater - movie (seats)
- theater - drive-in (car spaces)
- travel trailer park without individual water and sewer hookup (spaces)
- travel trailer park with individual water and sewer hookups (spaces)
- semi-permanent construction camps (persons)
- day workers, including offices and schools,(persons per shift)

2. All graywater reuse and disposal systems covered under a 2402 general permit must connect to a wastewater disposal system. Specify how wastewater is managed for the structure, either with a sewer connection or an onsite wastewater treatment system (i.e., septic system). Select only one option.
3. Indicate how graywater will be reused. Multiple selections may be made.
4. Estimate in gallons the maximum quantity of graywater that will be diverted to reuse on any single day.
5. Identify where graywater will be used. Multiple selections may be made.
6. Provide a brief description of the graywater reuse and disposal system, including any methods used for primary or secondary graywater treatment.

### E. GRAYWATER REUSE AND DISPOSAL SYSTEM DOCUMENTATION

1. OAR 340-053-0110(1)(b)(B) requires the following information be submitted to DEQ with an application for coverage under the 2402 Tier 2 Graywater Reuse and Disposal System WPCF General Permit:
  - **System design plan.** Include the following information at a minimum: location of the system; a list of the intended uses of graywater; design flow of the graywater reuse and disposal system based on the identified uses of graywater; fixtures that are the source of graywater, including flow and usage information; a description of any graywater treatment used; a description and diagram of the distribution and reuse (i.e., irrigation and ponds) system, including any storage or surge tanks. If the system will be producing greater than 300 gallons per day, the design must include details on the irrigation system design, including but not limited to, pipe valve sizes, discharge areas and rates.
  - **Graywater Flow Worksheet.** See Section D
  - **Operation and maintenance manual.** The operation and maintenance manual must provide practical information on operating and maintaining the graywater reuse and disposal system. Examples of operation and maintenance activities include but are not limited to: steps for turning on the system, operating the graywater diversion device, cleaning filters, flushing distribution lines, and draining irrigation lines before winter.
  - **Irrigation site evaluation report.** Where graywater is used for irrigation purposes, a site evaluation report containing the following information is required to demonstrate safe reuse of graywater.

- **Treatment system plans and specifications.** Systems using performance-based treatment systems (including technology-based system not used as prescribed by the manufacturer) must be described.
  - **Certification with onsite wastewater systems.** For systems diverting graywater from an onsite wastewater treatment system, the plans and specification must be certified and signed by a professional engineer registered in accordance with ORS 672 or a wastewater specialist registered in accordance with ORS 700 to not result in a septic tank effluent concentration exceeding the criteria for residential strength wastewater.
2. In order for DEQ to coordinate with other DEQ activities and public agencies, please list all permits issued to or applied for this project, including onsite wastewater treatment system permits or plumbing permits. Indicate the permit, the issuing agency, and the date of final inspection. If an inspection was not required, provide the date the permit was issued

**F. Signature of Legally Authorized Representative**

The signature of a legally authorized representative must be provided in order to process this application. See the table below for more information.

<b>Definition of Legally Authorized Representative:</b> Please also provide the information requested in brackets [ ]	
•	<b>Corporation</b> — president, secretary, treasurer, vice-president, or any person who performs principal business functions; or a manager of one or more facilities that is authorized in accordance to corporate procedure to sign such documents
•	<b>Partnership</b> — General partner [list of general partners, their addresses and telephone numbers]
•	<b>Sole Proprietorship</b> — Owner(s) [each owner must sign the application]
•	<b>City, County, State, Federal, or other Public Facility</b> — Principal executive officer or ranking elected official
•	<b>Limited Liability Company</b> — Member [articles of organization]
•	<b>Trusts</b> — Acting trustee [list of trustees, their addresses and telephone numbers]

**How do I obtain coverage under the 2402 General Permit?**

1. Complete a 2402 application.
2. Submit the complete 2402 application and permit fees.
  - a. Permit application fees are published in OAR 340-045-0075 in Table 70G, Please reference the current [fee table](#) to determine the appropriate fees for your permit.
  - b. New permits require payment of both the permit application fee and the first year permit fee before the permit can be processed.
3. If the permit application and fees are accurate and complete, DEQ will evaluate the application materials. If the application is complete and the graywater reuse and disposal system meets the requirements of OAR 340-053, DEQ will send notification of coverage and a copy of the 2402 permit as requested on the application. If the application or fee is incomplete or the system is ineligible for coverage under the 2402 general permit, DEQ will do one of the following:
  - a. Deny coverage under the 2402 general permit. The applicant will be notified if the applicant's operation cannot be approved for coverage under the 2402 general permit and that the applicant may need to obtain an individual WPCF permit.
  - b. Request additional information. An application that is incomplete, unsigned, or does not contain the required fee will be returned to the applicant. DEQ requires a complete application and fee in order to assign coverage under the 2402 general permit.

**The DEQ 2402 general permit is considered valid when the applicant receives the DEQ confirmation notification.**

**Send completed application and permit fees to:**

**DEQ Headquarters**  
700 NE Multnomah Street, Suite 600  
Portland, OR 97232-4100  
503-229-5696 or 800-452-4011