



**Missoula City-County Health Department**

**WATER QUALITY DISTRICT**

301 West Alder Street | Missoula MT 59802-4123  
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The Missoula Water Quality Ordinance established a permit program for facilities that handle regulated substances in quantities that may pose a threat to water quality within the Missoula Valley. The purpose of this program is to provide oversight, inspection and tracking of facilities that maintain significant quantities of hazardous materials within the Water Quality District Ordinance Boundary. This boundary extends five miles beyond the Missoula City limits. Facilities are required to prevent releases of hazardous substances and protect water quality.

The Missoula Water Quality Ordinance permit program is described in Section 13.26.050 of the Missoula Municipal Code. Regulated substances include petroleum products, used oil, hazardous wastes, and liquids or soluble solids identified by the U.S. EPA as potential water contaminants. The EPA has identified reportable quantities for toxic substances, and the Water Quality Ordinance requires permitting for those facilities that handle four times this reportable quantity. The reportable quantities for petroleum products are as follows:

- Gasoline - 25 gallons
- Diesel/Jet Fuel/Kerosene - 50 gallons
- Waste oil - 100 gallons
- New Motor Oil - 200 gallons

Note: Threshold quantities do not apply to products in vehicle fuel tanks, products in aerosol spray cans, or products sold for retail in a container equal to or less than 5 gallons capacity.

Permit fees are based upon the number of regulated substances in amounts greater than the threshold quantity.

| <b>Pollution Prevention Fee Schedule</b>                                  | <b>Original Fee</b> | <b>Renewal Fee</b> |
|---|---------------------|--------------------|
| A. Facility with 3 or less regulated substances above threshold           | \$100.00            | \$50.00            |
| B. Facility with >3 regulated substances above threshold                  | \$150.00            | \$75.00            |
| C. Fueling Facilities with 3 or less regulated substances above threshold | \$60.00             | \$30.00            |
| D. Bulk Petroleum Storage Facility  | \$200.00            | \$100.00           |

Once submitted, permit renewals are required every other year.

# MISSOULA WATER QUALITY DISTRICT WATER QUALITY ORDINANCE PERMIT APPLICATION FORM

## FOR WATER QUALITY DISTRICT USE ONLY

Date submitted: \_\_\_\_\_

Application fee paid:  Yes  No

Fueling Facility  Yes  No

Pollution Prevention & Emergency Response Plan complete:  Yes  No

Site Inspection performed:  Yes  No (required before permit may be issued)

## GENERAL PROPERTY & FACILITY INFORMATION

1. Name of facility (Also provide previous address if changed in last two years)

2. Facility address

Facility phone/fax

24-hour emergency number

3. Owner name & address

4. Name of applicant

5. Contact Person & Address (if different than above)

6. Type of sewage disposal system

Individual

Public Name: \_\_\_\_\_

7. Type of water supply

Individual

Public Name: \_\_\_\_\_

8. Please complete the Regulated Substance Inventory form provided as attachment A.  
List all regulated substances stored on site that exceed threshold quantities.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**REGULATED SUBSTANCE GENERATION & HANDLING**

9. Where and how are these substances stored on-site? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\* Regulated Substances in an amount equal to or greater than the threshold quantity must be secondarily contained.**

**POLLUTION PREVENTION/SPILL RESPONSE**

**\* If a Pollution Prevention/Spill Response Plan has been previously completed, please send a copy with this application. If one has not been completed, see attached form for required elements of the plan.**

10. Identify the spill response procedures used to limit the risks of a regulated substance release at the facility:

- Spill Response Plan (Please attach or see sample form.)
- Instructions regarding whom to notify in the event of a release
- Evacuation routes established for personnel/public
- Other \_\_\_\_\_

11. Please identify the following employee training you perform:

- Safe chemical handling
- Proper waste disposal
- Emergency response training
- OSHA HAZMAT training
- Periodic safety meetings (How Often \_\_\_\_\_)
- Other \_\_\_\_\_

12. Please provide a site plan or sketch showing the following:

- (a) Storage & use areas for each Regulated Substance listed in attachment A.
- (b) Secondary containment cells for Regulated Substances above threshold quantity
- (c) Wells (drinking, injection & storm water)
- (d) Surface waters (including irrigation ditches)

13. When were the fuel tanks at this facility installed? \_\_\_\_\_

14. Are fuel tanks installed above or below ground? \_\_\_\_\_

**CERTIFICATION OF COMPANY OFFICIAL**

I certify that the information and data contained in this pollution prevention permit application is true to the best of my knowledge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Title

**POLLUTION PREVENTION PLAN  
REGULATED SUBSTANCE INVENTORY**

Date \_\_\_\_\_

Company Name \_\_\_\_\_

Phone: \_\_\_\_\_

Address \_\_\_\_\_ Zip \_\_\_\_\_

Fax: \_\_\_\_\_

| Specific<br>Chemical Name <sup>1</sup> | Common or<br>Trade Name | Physical<br>State <sup>2</sup> | Threshold<br>Quantity <sup>3</sup> | Maximum<br>Quantity<br>Stored on<br>Site <sup>4</sup> | Description of<br>Secondary Containment <sup>5</sup>  |
|--|-------------------------|--------------------------------|------------------------------------|---|---|
| <i>ex: Gasoline</i>                    | <i>Gasoline</i>         | <i>Liquid</i>                  | <i>50<br/>Gallons</i>              | <i>250 gallons</i>                                    | <i>One – 300 gallon storage tank located on the SW corner of the lot in a concrete secondary containment dike with liner.</i> |
| <i>ex: Toluene</i>                     | <i>X-Solvent</i>        | <i>Liquid</i>                  | <i>138<br/>Gallons</i>             | <i>200 gallons</i>                                    | <i>4 – 50 gallon barrels stored in locked storage</i>   |
|  |                         |                                |                                    |   |   |
|  |                         |                                |                                    |   |   |
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|  |                         |                                |                                    |   |   |

LIST ALL REGULATED SUBSTANCES HANDLED IN AN AMOUNT EQUAL TO OR GREATER THAN THE THRESHOLD QUANTITY.

- 1) Chemical name can be found on the Material Safety Data Sheet supplied by the chemical manufacturer.
- 2) List whether the substance is a soluble solid or a liquid.
- 3) Threshold quantities can be found on the SARA Title III List of Lists, or are equal to the reportable quantity listed under CERCLA, 40 CFR Part 302, Table 302.4 and SARA, 40 CFR Part 355, Appendix A. Threshold quantities for mixtures are based on the substance within the mixture having the lowest threshold quantity. See filing directions for T.Z. for petroleum.
- 4) List the maximum quantity stored or used on site.
- 5) Describe secondary containment for each substance that **exceeds** threshold quantity (Note: Building or impervious floor is considered secondary containment)

**POLLUTION PREVENTION AND SPILL RESPONSE PLAN**

**Facility Name & Address**

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**Phone:** \_\_\_\_\_

**Release Prevention Procedures (i.e. leak detection, inventory monitoring, absorbents/drain covers)**

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**Emergency Response Plan<sup>1</sup> (i.e. trained on-site personnel, emergency contact info, protective measures in the event of a small spill)**

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**Small Spill Response (i.e. shutting off pumps/power, customer/employee evacuation plan, placement of absorbents)**

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**Large Spill Response (i.e. evacuation plan, emergency contacts, barricades)**

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<sup>1</sup> In the event of a release, you are required to call 911. In addition, petroleum releases over 25 gallons must be reported to Montana Department of Environmental Quality.