

County of Henrico Department of Public Utilities
Liquid Hauled Waste Policy

All persons issued a Domestic Wastewater, Non-Domestic Wastewater, Generator and/or a Special Discharge Permit shall discharge wastewater into the Henrico County Water Reclamation Facility (WRF) in accordance with the following terms and conditions.

1. There shall be no hazardous or toxic wastes as defined by 40 CFR 261, or prohibited wastes as defined in Section 23-116 of the Henrico County Code, discharged into WRF.
2. There shall be no discharge of hazardous waste pharmaceuticals or DEA controlled substances to the POTW by a healthcare facility or reverse distributor pursuant to 40 CFR Section 266.505.
 - a. This includes discharge of bulk, expired, outdated or concentrated prescription or non-prescription drugs.
3. All hauled waste shall be discharged at WRF, located at 2601 Kingsland Road, Henrico VA 23231. The discharge of wastewater at any other location in Henrico County is strictly prohibited. Upon entering WRF through the entrance on Kingsland Road, the driver of the vehicle will stop on the scales and present a Liquid Hauled Waste Manifest Form to the attendant on duty. The manifest form shall be completed as required before discharging. Incomplete manifests will not be accepted. WRF personnel reserve the right to reject discharges not meeting with this stated policy.
4. A vehicle carrying wastewater for discharge shall be weighed before and after the discharge. The actual gallons discharged will be calculated and a numbered ticket issued to the driver showing the volume discharged, the time and date of the discharge, and the cost of the discharge. Any person disposing of septic tank or portable toilet wastes or other approved wastes shall be liable for a volume charge of \$0.05 per gallon. Any person disposing of wastes other than septic tank or portable toilet wastes may be subject to an additional charge based upon the strength and volume of the waste.
5. An invoice will be sent by this Department once a month to all persons who discharged during the previous month. The invoice shall be paid within 30 days. Any permitted hauler that is 60 days behind in payments will have their discharge permit revoked and must reapply prior to being allowed to discharge at WRF again.
6. Section 23-113 of the County Code makes it unlawful for any person to remove any manhole cover without the written permission of the Director of Public Utilities.
7. Section 23-83 of the County Code stipulates no hose from a liquid hauled waste vehicle may be inserted into any county manhole or sewer, nor may it be inserted into any water of the state.
8. No person shall engage in the business of hauling sewage, septage or other liquid industrial or commercial wastes in the county unless the person has provided the director with copies of all required equipment inspection reports issued by the Virginia Department of Health, the United States Department of Transportation, or other agency.

9. All vehicles discharging wastewater must display a minimum of 4" letters on both sides of the vehicle (1) the name and address of the owner and (2) the Virginia Department of Health Sewage Handling Permit number if applicable. Failure to display this information shall be cause to reject a vehicle from discharging into the system.
10. The hours of operation shall be Monday through Friday from 7:00 a.m. until 3:00 p.m. The County will not accept truck hauled wastes on weekends or holidays designated by Henrico County. The following holidays are observed: **New Year's Day, Dr. Martin Luther King Jr.'s Birthday, Presidents' Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve and Christmas Day.**
11. All persons discharging hauled waste to WRF must maintain at least one of the following discharge permits.
 - **Generator Permit** – Permits the generator of a non-domestic liquid waste to haul and discharge a specific waste stream to WRF so long as the properties of the liquid waste remain consistent. A characterization of the liquid waste that the generator proposes to discharge must be provided with the permit application. The term of this permit shall be one year or until revoked or the expiration date listed on the cover page of the permit.
 - **Domestic Waste Discharge Permit** – Permits a hauler of residential/commercial septage, portable toilet waste, or any other domestic liquid waste deemed acceptable by the Monitoring and Compliance Section Manager to discharge at WRF. The term of this permit shall be one year or until revoked. The permittee must submit a copy of their current Sewage Handling permit as issued by the Virginia Department of Health each time it is renewed during the term of the Domestic Waste Discharge Permit. **PLEASE NOTE THAT DIGESTER SLUDGE FROM ANOTHER WASTE WATER TREATMENT FACILITY REQUIRES AN INDIVIDUAL GENERATOR PERMIT.**
 - **Non-Domestic Waste Discharge Permit** – Permits a hauler of industrial and commercial non-domestic liquid waste deemed acceptable by the Monitoring and Compliance Section Manager to discharge at WRF. The term of this permit shall be one year or until revoked.
 - **Special Discharge Permit** – Permits a discharge other than septic or portable toilet wastes at the county's wastewater treatment facility. A characterization of the liquid waste that the permit applicant proposes to discharge must be provided with the permit application. This permit shall expire following the discharge for which the permit was issued or one month, whichever comes first. However, if liquid waste is routinely produced and is of a quantity and quality is acceptable to Henrico County the term of this permit shall be one year or until revoked.
12. Any vehicle that is not identified on the permit application will not be allowed to discharge.

13. It is the responsibility of the Permittee to ensure that his/her Henrico DPU issued Liquid Hauled Waste permit is current. The permittee must provide a written request **30 days prior** to expiration of the permit. If the permit is not current, discharge will be refused.
14. Random samples of wastes being discharged into the Facility will be collected and analyzed for compliance with the terms of the individual's permit or County Code. Discharges found to be not in compliance will be subject to enforcement actions as set forth in the current Henrico County Industrial Pretreatment Program Enforcement Response Plan.
15. Discharge of Fats, Oil and Grease (FOG):
 - a. **We DO NOT accept any waste material from oil and grease abatement devices.**
 - This includes cleanout material from grease interceptors/traps/separators.
 - b. Mixing of grease trap with domestic waste is not allowed.
 - c. Any discharge of waste containing FOG in excess of 50 mg/L may be subject to enforcement action up to and including revocation of discharge permit.
16. Any changes to information supplied on your original permit application must be reported **AS SOON AS POSSIBLE** to the Monitoring and Compliance Section, Department of Public Utilities, 9101 WRVA Road, Henrico, VA 23231 (telephone number (804) 501-7629 or 7609). This includes vehicle license numbers. If, at time of discharge, the vehicle license number does not match the vehicle license number on file with the County, the discharge will be refused.
17. Any spillage of material on the surface of the ground shall be promptly and completely removed by the discharger. It is the responsibility of the driver for cleanup of the discharge site(s) at WRF. Failure to do so may result in the revocation of the discharge permit.
18. In the event of any spill onto WRF property outside of the WRF discharge site, regardless of volume or material, immediately notify WRF staff via telephone number (804) 501-7600 and remain at the scene until directed otherwise.
 - a. If it is determined that the driver is at fault for any spill, they can be held accountable and will be subject to enforcement action.
19. The County of Henrico has adopted an Environmental Policy Statement which provides the framework by which the County's environmental efforts are conducted. The Henrico County Water Reclamation Facility operates under an Environmental Sustainability Management System.