

**COMMONWEALTH OF VIRGINIA  
DEPARTMENT OF ENVIRONMENTAL QUALITY  
WATER DIVISION**

**P.O.BOX 1105**

**Richmond, VA 23218**

**Subject:** Guidance Memo No. 13-2002  
Implementation Guidance for the Reissuance of the General VPDES Permit for Noncontact Cooling Water Discharges of 50,000 GPD or Less, 9VAC25-196

**TO:** Regional Directors

**FROM:** Melanie D. Davenport, Director 

**DATE:** February 27, 2013

**COPIES:** James Golden, Rick Weeks, Regional Water Permit Managers, Regional Water Compliance Managers

**Summary:**

On September 27, 2012, the State Water Control Board adopted amendments to the General VPDES Permit Regulation for Noncontact Cooling Water Discharges of 50,000 GPD or Less, 9VAC25-196. The regulation and general permit (VAG25) become effective on March 2, 2013, and will expire on March 1, 2018.

One significant change for this reissuance is the inclusion of two effluent limit sets for the last year of the permit, one for discharges to freshwater receiving streams and one for discharges to saltwater receiving streams. These limit sets are basically the same as the Table 1 limits, but include actual effluent limitations for copper, silver and zinc. The previous permit did not limit those metals, but had a "monitoring only" requirement.

The purpose of this guidance is to identify the changes that have been made in the reissued general permit and to provide DEQ staff with implementation procedures. This guidance document contains example letters that staff may use for the administration of the regulation.

This guidance replaces GM08-2005.

**Electronic Copy:**

An electronic copy of this guidance in PDF format is available for staff internally on DEQNET, and for the general public on DEQ's website at:  
<http://www.deq.virginia.gov/Programs/Water/LawsRegulationsGuidance/Guidance/WaterPermitGuidance.aspx>.

**Contact information:**

Please contact Burt Tuxford, Office of VPDES Permits, at (804) 698-4086 or [burt.tuxford@deq.virginia.gov](mailto:burt.tuxford@deq.virginia.gov) with any questions regarding the application of this guidance.

**Disclaimer:**

**This document is provided as guidance and, as such, sets forth standard operating procedures for the agency. However, it does not mandate any particular method nor does it prohibit any particular method for the analysis of data, establishment of a wasteload allocation, or establishment of a permit limit. If alternative proposals are made, such proposals should be reviewed and accepted or denied based on their technical adequacy and compliance with appropriate laws and regulations.**

# Implementation Guidance for the Reissuance of the General VPDES Permit for Noncontact Cooling Water Discharges of 50,000 GPD or Less, VAG25

## 1. Introduction

On September 27, 2012, the State Water Control Board adopted amendments to the General VPDES Permit for Noncontact Cooling Water Discharges of 50,000 Gallons Per Day or Less, 9VAC25-196. The regulation and general permit (VAG25) become effective on March 2, 2013, and will expire on March 1, 2018.

One significant change for this reissuance is the inclusion of two effluent limit sets for the last year of the permit, one for discharges to freshwater receiving streams and one for discharges to saltwater receiving streams. These limit sets are basically the same as the Table 1 limits, but include actual effluent limitations for copper, silver and zinc. The previous permit did not limit those metals, but had a "monitoring only" requirement.

The purpose of this guidance is to identify the changes that have been made in the reissued general permit and to provide DEQ staff with implementation procedures. This guidance document contains example letters that staff may use for the administration of the regulation. The adopted regulation and general permit fact sheet are not included in the guidance, but are available on DEQNet at the following link: <http://deqnet/documents/index.asp?path=%2Fdocs%2Fwater%2FWater%5Fpermit%2FVPDES%5FPermit%5FProgram%2FGeneral%5Fpermits/Cooling%5FWater>.

The General Permit itself (in Word) and the Registration Statement (in both Word and PDF) are also on DEQNet at this link, along with the above mentioned example letters (in Word).

This guidance replaces GM08-2005.

## 2. Changes to the Regulation and General Permit

The significant changes to the regulation and general permit are as follows:

**Section 10 - Definitions.** Added a definition for "Total Maximum Daily Load or TMDL".

**Section 15 - Applicability of Incorporated References Based on the Dates that they Became Effective.** Added this section to define the applicable date of EPA 40 CFR references used in the regulation.

**Section 50 - Authorization to Discharge.** Modified this section to be consistent with the way this section is now being written for all general permits.

**Section 50 - Authorization to Discharge, Subsection B.** Added two reasons why a facility's discharge would not be eligible for coverage under the permit: (1) if the discharge violates or would violate the antidegradation policy in the Water Quality Standards at 9VAC25-260-30, and (2) if the discharge is not consistent with the assumptions and requirements of an approved TMDL. These restrictions on coverage are being added to all general permits as they are reissued.

**Section 50 - Authorization to Discharge, Subsection G.** Added language to allow for administrative continuance of coverage under the expiring general permit until the new permit is issued by the Board, and coverage is either granted or denied. The permittee must submit a timely and complete registration statement prior to the expiration date of the existing permit, and be in compliance with the terms of the expiring permit in order to qualify for continuance. This language is being added to all general permits as they are reissued so permittees can discharge legally and safely if the permit reissuance process is delayed.

**Section 60 - Registration Statement, Subsection A.** Modified this section to be consistent with the way this section is now being written for all general permits.

**Section 60 - Registration Statement, Subsection B - Late registration statements.** Modified this section to clarify the late registration statement provision and to more clearly define when an owner qualifies for "administrative continuance" of the general permit coverage.

**Section 70 - General Permit, Part I A - Effluent Limits Table 1.** Set the monitoring period for this limit set to the first four years of the permit. Changed the monitoring for copper, silver and zinc from "Total Dissolved" to "Total Recoverable".

**Section 70 - General Permit, Part I A - Effluent Limits Tables 2 and 3.** Added two effluent limit sets for the last year of the permit, one for discharges to freshwater receiving streams and one for discharges to saltwater receiving streams. These limit sets are basically the same as the Table 1 limits, but include actual effluent limitations for copper, silver and zinc. The previous permit did not limit those metals, but had a "monitoring only" requirement. The technical advisory committee (TAC) for this permit reissuance agreed that limits should be included in this reissuance, but favored a phasing in of the limits until the end of the permit term. This will give permittees time to evaluate their effluent discharge data to determine if there is a problem with these metals, and to make corrections to their system to fix the problem before the limits take effect.

**Section 70 - General Permit, Part I B - Special Conditions.** Added or modified the permit special conditions as follows:

- **Special Condition #4.** Modified the special condition regarding discharges to a municipal separate storm sewer system (MS4) by adding that the permittee must submit discharge monitoring reports to both the Department and the owner of the MS4 if they discharge to the MS4. This special condition was modified at the request of the TAC to inform the MS4 owner of exactly what is being discharged to their system since MS4 owners are ultimately responsible for the discharges from the MS4.
- **Special Condition #8.** Added a requirement that the permittee report monitoring results using the same number of significant digits as listed in the permit. This requirement spells out the number of significant digits that the permittee must use when reporting monitoring results to the Department, and is being added, as necessary, to all general permits as they are reissued.
- **Special Condition #9.** Added a requirement that the permittee implement measures and controls consistent with a TMDL requirement when the discharges from the facility are subject to an approved TMDL. This special condition language was developed by DEQ TMDL and VPDES Permits staff, and is being inserted into all general permits as they are reissued. The condition was developed since general permit discharges are considered insignificant to the overall TMDL waste load allocation. This special condition allows staff more flexibility to allow permit coverage for discharges without requiring immediate modification of the TMDL. DEQ will track the general permit discharges and once they become significant, the TMDL will be modified to include the load.
- **Special Condition #10.** Added a notice of termination special condition that spells out the procedures the permittee must follow to terminate permit coverage.
- **Special Condition #11.** Added a requirement that the permittee control discharges as necessary to meet water quality standards. This requirement was requested to be added by EPA to another recently reissued general permit, and is being added to all general permits as they are reissued.
- **Special Condition #12.** Added a statement that coverage under this general permit does not relieve the permittee of the responsibility to comply with any other federal, state or local statute, ordinance or regulation. This special condition is already in the regulation "Authorization to Discharge" section, but staff felt it should be repeated in the permit itself to remind the permittee of the responsibility.

**Section 70 - General Permit, Part II A - Monitoring.** Added clarification that samples taken as required by the permit must be analyzed in accordance with 1VAC30-45, Certification for Noncommercial Environmental Laboratories, or 1VAC30-46, Accreditation for Commercial Environmental Laboratories.

**Section 70 - General Permit, Part II M - Duty to Reapply.** Changed the deadline to reapply for permit coverage from 90 days to 30 days to be consistent with the requirements in Section 60 A (Registration Statement).

**Section 70 - General Permit, Part II Y - Transfer of Permits.** Modified subsection 2a to allow the notification to the Department to be sent within 30 days of the transfer of the title, to be consistent with the way this is being changed in all general permits.

### 3. Coverage and Restrictions

The general permit is applicable to discharges of noncontact cooling water either directly to surface waters or indirectly to surface waters through an MS4. We will notify an owner that the discharge is not eligible for coverage under this general permit in the event of any of the following:

- a. The discharge exceeds or would exceed 50,000 gallons per day;
- b. The owner is required to obtain an individual permit in accordance with 9VAC25-31-170 B 3 of the VPDES Permit Regulation;
- c. The owner is proposing to discharge to Class V stockable trout waters, Class VI natural trout waters, or any state waters specifically named in other board regulations which prohibit such discharges (see the Water Quality Standards at 9VAC25-260-310);
- d. The discharge violates or would violate the antidegradation policy in the Water Quality Standards at 9VAC25-260-30; and
- e. The discharge is not consistent with the assumptions and requirements of an approved TMDL.

Other permit restrictions include:

- f. No chlorine or any other halogen compound may be used for disinfection or other treatment purposes, including biocide applications, for any discharges to waters containing endangered species as identified in the Water Quality Standards at 9VAC25-260-110 C;
- g. No tributyltin or any chemical additives containing tributyltin, nor any hexavalent-chromium based water treatment chemicals may be used in the cooling water systems; and
- h. The owner may not use groundwater remediation wells as the source of cooling water.

### 4. Registration Statements and Application Fee

The Registration Statement form and instructions ***are not included*** with this guidance, but are available on DEQNet (see the link in Section 1 above). The fee for registration under this general permit is \$600, regardless of when permit coverage is granted.

Applicants are not required to use the DEQ Registration Statement form to apply for coverage, but all the information required by the regulation DEQ Registration Statement section (9VAC25-196-60) must be submitted, and the certification and signature included. All Registration Statement forms submitted to apply for coverage under this general permit must be on the new Registration Statement form revised for this reissuance.

The original signed registration statement must be submitted to the regional office that serves the area where the discharge takes place. For this reissuance, we **DO NOT** want a copy of the fee form and a copy of the applicant's check to be sent with the registration statement. The original fee form and check must be submitted to Receipts Control at the DEQ Central Office.

**a. Registration Statement Changes.** The registration statement has changed slightly for this reissuance. The changes are as follows:

1. Asked for the email address (if available) for both the owner and the operator;
2. Reworded question #6 slightly for clarity;
3. Question #9, removed the qualifier "For cooling waters with a direct discharge to surface waters", because we want the required map from all dischargers. Specified that the map be a USGS 7.5 minute topographic map or equivalent computer generated map; and
4. Added question #11 as to whether the facility will discharge to an MS4. If so, the permittee needs to give the name of the MS4 owner, and notify the MS4 owner in writing of the existence

of the discharge within 30 days of coverage under the general permit. The permittee must also copy the DEQ regional office with the notification, which has to include the name of the facility, a contact person and phone number, the location of the discharge, the nature of the discharge, and the facility's VPDES general permit registration number.

**b. Deadlines.** Registration statement application deadlines are as follows:

1. New facilities. At least 30 days prior to the date planned for commencing operation of the new discharge.
2. Existing facilities.
  - a. Individual VPDES permit owners who are proposing to be covered by this general permit need to submit a complete registration statement at least 210 days prior to the expiration date of the individual VPDES permit. It is preferable that such application be timed to coincide with the expiration of the individual permit. However, a discharger can also request that the facility's individual permit be revoked so that the discharge can be covered under the general permit.
  - b. Owners that were covered under the expiring general permit, and who intend to continue coverage under this general permit, need to submit a complete registration statement on or before February 1, 2013.
  - c. Existing facilities that currently discharge without a permit to either surface waters or to an MS4 need to submit a registration statement ASAP to obtain coverage under the general permit.
3. Late registration statements. Late registration statements will be accepted after March 2, 2013, but authorization to discharge will not be retroactive. Owners described in subsection b 2 above that submit late registration statements after February 1, 2013 are authorized to discharge under the "administrative continuance" provision of the regulation (9VAC25-196-50 G) if a complete registration statement is submitted on or before March 2, 2013.

## 5. Permit Processing Guidelines

### a. Antibalancing and Antidegradation

If the applicant previously held an individual permit at the site, antibalancing must be considered prior to granting coverage under this general permit. Balancing should be evaluated on a case-by-case basis in accordance with the VPDES Permit Regulation (9VAC25-31-220 L).

In the case of new or increased discharges at a facility already covered by the general permit, a determination has already been made that such discharges will not result in significant effects to receiving waters. Therefore, permit writers do not have to conduct a case-by-case antidegradation review for new or increased discharges.

### b. General Permit Pages and Transmittal Letter

Once it is determined from the registration statement that a facility qualifies for coverage under the permit, the general permit pages may be prepared. The general permit pages ***are not included*** with this guidance, but are available on DEQNet (see the link in Section 1 above).

The cover page, printed on agency letterhead, appropriate Part I A effluent limits pages (make sure all the outfalls are covered), Part I B special conditions, and Part II permit boilerplate should be assembled.

Note that for this reissuance everyone will get two sets of effluent limits:

**Limit Set 1** (permit table Part I A 1) is for the first four years of the permit term (March 2, 2013, through March 1, 2017). This set applies to everyone, regardless of the receiving stream.

**Limit Set 2** (either permit table Part I A 2 or table Part I A 3) is for the last year of the permit term (March 2, 2017, through March 1, 2018). Part I A 2 is for discharges to freshwater receiving

streams. Part I A 3 is for discharges to saltwater receiving streams. These limit sets contain effluent limits for Copper, Zinc and Silver.

The permit registration number must be added to the permit pages, including the cover page, before the permit is mailed to the permittee. For existing permitted facilities, the registration number will be the same one that was used for the previous issuance. For new facilities, the registration number will be generated by CEDS when the facility is entered into the system.

The outfall number(s) need to be added at the end of the first sentence on the Part I.A effluent limits page (all of the cooling water outfalls should be listed on the page.) The page numbers for Part I should already be correct, but if not, correct the Part I page numbers as appropriate. The pages of Part II are already numbered. No other changes to the language of the general permit are authorized.

Once the DMRs are ready (see section 5c below), staff should send a transmittal letter, the DMRs, and a copy of the permit to the permittee. Staff should keep a copy of these documents in ECM for the regional file. Attachment B contains an example transmittal letter that can be used to transmit the permit and DMRs to the permittee. Do not copy DEQ Central Office or EPA on individual coverage issued under the general permit. The transmittal letter should indicate when DMRs are due and where the DMRs are to be sent.

Note that transmittal letters for coverage under a general permit do not contain the two paragraphs referencing the owner's right to appeal the decision to cover them under the permit.

### **c. DMRs and Reporting Requirements**

The general permit requires quarterly monitoring and reporting (for geothermal systems, see section 5d below). DMRs should be prepared for each outfall to reflect the applicable effluent limitations and monitoring requirements addressed in Part I.A of the permit.

DMRs are due on the tenth of January, April, July, and October. Tracking of compliance with the effluent limits and other requirements of the permit should be done according to the Compliance Auditing System already established. Reporting requirements for noncompliance, unusual or extraordinary discharges, etc. are the same as for individual permits.

Electronic DMR (eDMR) reporting is not available yet for this general permit. If/when this option becomes available, we will send an information package to the registered permittees inviting them to participate in the program.

### **d. Geothermal Systems Using Groundwater and No Chemical Additives**

The permit contains a special condition (SC #7) which allows a permittee to apply for reduced monitoring if they have a geothermal system using groundwater and no chemical additives, and their monitoring data shows they are in full compliance with their effluent limitations.

The special condition states:

1. If a geothermal system was covered by the previous cooling water general permit, and the monitoring results from the previous permit term demonstrate full compliance with the effluent limitations, the permittee may request authorization from the Department to reduce the monitoring to once in the first monitoring quarter of the first year of this permit term.
2. Owners of new geothermal systems, and previously unpermitted geothermal systems that receive coverage under this permit shall submit monitoring results to the Department for the first four monitoring quarters after coverage begins. If the monitoring results demonstrate full compliance with the effluent limitations, the permittee may request authorization from the Department to suspend monitoring for the remainder of the permit term.
3. Should the permittee be issued a warning letter related to violation of effluent limitations, a notice of violation, or be the subject of an active enforcement action, upon issuance of the letter or notice, or initiation of the enforcement action the monitoring frequency shall revert to 1/3 months and remain in effect until the permit's expiration date.

The permittee should send a written request to suspend the monitoring to the appropriate regional office for review. The request should be granted only if there have been no effluent violations for the facility. The regional office should send written notification of the approval or denial of the request. If the request is approved CEDS should be updated to reflect the change in monitoring.

Should the permittee be issued a warning letter related to violation of effluent limitations, a notice of violation, or be the subject of an active enforcement action, the monitoring frequency will revert back to once per quarter upon issuance of the letter or notice or initiation of the enforcement action, and will remain in effect until the permit's expiration date. If this happens, the regional office should send written notification to the permittee, the letter should be accompanied by a DMR, and CEDS should be updated to reflect the resumed sampling.

#### **e. Permit Tracking - CEDS and ECM**

Tracking of coverage under this general permit will be performed in CEDS, and CEDS has been modified to reflect the revised effluent limits pages. It is important that the CEDS database be kept up-to-date with the list of permittees and contact information, their permit registration numbers, and the effluent limits pages that are applicable to each permittee. Specific CEDS information on the Cooling Water GP is contained in the CEDS Cooling Water Users Manual located on DEQNet at <http://deqnet/documents/index.asp?path=%2Fdocs%2FCEDS/CEDS%5FWater%5FUser%5FManual%5F2007>.

ECM records for discharges covered under this permit should contain a copy of the registration statement, general permit and DMRs sent to the owner, transmittal letter, and any inspection reports.

#### **f. Termination of Coverage and Change of Ownership**

For this reissuance, a Notice of Termination (NOT) special condition (SC #10) has been added that spells out the procedures the permittee must follow to terminate permit coverage. An NOT form is available on DEQNet at the link in Section 1 above. If an owner requests termination of coverage under the general permit the regional office can terminate coverage under regional letterhead. Attachment B contains an example termination letter that can be used to terminate coverage under the permit.

If there is a request for change of ownership, then the new owner assumes the coverage under the general permit and the permit registration number does not change. The new owner may submit a new registration statement, but it is not required. The [VPDES Change of Ownership Agreement Form](#) should be used, and the form is in the "Miscellaneous Forms / Information / Regulations" section on DEQ's web page at <http://www.deq.virginia.gov/Programs/Water/PermittingCompliance/PollutionDischargeElimination/PermitsFees.aspx>.

For this reissuance, Part II Y of the permit has been modified to say that the automatic transfer of ownership can occur if the current permittee notifies the Department *within* 30 days of the transfer of the title to the facility or property, and the required written agreement between the new and old owners is provided. The other change of ownership requirements and procedures from the VPDES Permit Regulation and the VPDES Permit Manual that are common to all VPDES permits apply here as well.

CEDS must be updated for any change of ownership, and a comment entered into the Comments field at the bottom of the General Information tab stating the ownership change and the date of the change.

## **6. Unpermitted Discharges**

There is a high probability that many cooling water discharges in the Commonwealth remain unpermitted, especially in municipalities with regulated MS4s (which are located in US Census Bureau "Urbanized Areas".) The NPDES MS4 storm water permitting program is now administered by the Department of Conservation and Recreation (DCR). If unpermitted cooling water discharges to an MS4 are identified by the MS4 operator as illicit discharges, these will need to be permitted by DEQ under either this general permit or an individual permit.

## **7. Inspection Strategy**

Facilities covered under this general permit are subject to the inspection strategy in the industrial minor/small category. These facilities should be inspected at least once every five years. The inspection should verify the chemical and/or non-chemical treatment employed, check for overflows and condition of the cooling equipment which may indicate poor operation and maintenance, and verify the discharge points, either to MS4s or directly to surface waters. An inspection log maintained on site which records at least the once per year inspection performed by the facility personnel should also be checked at the time of inspection.

## **8. Reapplication**

For this reissuance, the reapplication requirement in Part II M of the permit has been changed to match the Registration Statement section of the regulation (9VAC25-196-60 A). The permittee has to submit a new registration statement at least 30 days prior to the expiration of the general permit if continued coverage is desired. Since this date will be the same for all those covered by the permit, any reminder letters sent out would be a mass mailing of some kind. DEQ Central Office Water Permits staff will provide further guidance when the permit nears expiration.

### **Attachments:**

- A. Example Registration Statement Transmittal Letter
- B. Example Transmittal Letter for General Permit Issuance
- C. Example General Permit Termination Letter

**Attachment A**

**EXAMPLE REGISTRATION STATEMENT TRANSMITTAL LETTER**

**GENERAL VPDES PERMIT FOR NONCONTACT COOLING WATER  
DISCHARGES OF 50,000 GPD OR LESS (VAG25)**

**Registration Statement Transmittal Letter  
Cooling Water Discharges General Permit Registration Statement**

**Regional Letterhead**

**Date**

Facility Name  
Address

ATTN: John Contact

RE: Registration for the General VPDES Permit for Noncontact Cooling Water Discharges of 50,000 GPD or Less, VAG25

Dear Mr. Contact:

The general VPDES permit VAG25 for noncontact cooling water discharges was adopted by the State Water Control Board at its September 27, 2012 meeting and is effective as of March 2, 2013. This general permit provides VPDES permit coverage to owners of all qualified noncontact cooling water discharges who submit a registration statement and are approved for coverage.

Owners of facilities with discharges covered under the existing general permit VAG25, which expires March 1, 2013, must submit a registration statement if they wish to continue to be covered under the new general permit effective March 2, 2013. The registration statement and applicable fee must be received by the Department of Environmental Quality (DEQ) prior to March 2, 2013.

Individual VPDES permit holders or other cooling equipment owners must complete and submit the enclosed registration statement if they wish to be covered under this general permit instead of an individual permit. The registration must be submitted [at least 210 days prior to the expiration date of an existing individual permit] [at least 30 days prior to commencing operation of a new process] [within X days]\*. If your facility qualifies for the general permit, it is recommended that you obtain coverage in order to simplify requirements for having your cooling water discharges permitted.

*[\*Note: For non-permitted existing facilities, inform them of the requirement to obtain a permit, the consequences of discharging without permit coverage and set a time for submittal.]*

Instructions for completing the registration form are included in this package. Please submit the completed and signed Registration Statement to this office.

The application fee for this general permit is \$600.00, and your check should be made out to "Treasurer of Virginia". Please submit the fee form and check to DEQ Receipts Control, P.O. Box 1104, Richmond, VA 23218.

If you have any questions, please do not hesitate to contact us.

Sincerely,

Regional WPM Name  
Water Permit Manager

(revised 02-13-2013)

**Attachment B**

**EXAMPLE TRANSMITTAL LETTER FOR ISSUING  
GENERAL PERMIT COVERAGE**

**GENERAL VPDES PERMIT FOR NONCONTACT COOLING WATER  
DISCHARGES OF 50,000 GPD OR LESS (VAG25)**

**General Permit Coverage Transmittal Letter  
Cooling Water Discharges General Permit**

**Regional Letterhead**

**Date**

Facility Name  
Address

ATTN: John Contact

RE: Coverage under the General VPDES Permit for Noncontact Cooling Water Discharges of 50,000 GPD or Less, VAG25

Dear Permittee:

We have reviewed your Registration Statement received on \_\_\_\_\_, and determined that this cooling water discharge is hereby covered under the referenced general VPDES permit. The effective date of your coverage under this general permit is the effective date of the permit or the date of this letter, whichever is later. The enclosed copy of the general permit contains the effluent limitations, monitoring requirements and other conditions of coverage.

Please note that for this reissuance of the permit, effluent limitations for Copper, Zinc and Silver have been added effective for the last year of the permit term (March 2, 2017 through March 1, 2018). Silver monitoring is only required where a Cu/Ag anode is used.

In accordance with the permit you are required to submit discharge monitoring reports (DMR) to:

**Regional Office Address**

The reporting forms which specify the applicable effluent limitations and monitoring requirements (one for the first four years - March 2, 2013 through March 1, 2017; and one for the last year - March 2, 2017 through March 1, 2018) are included with the permit. You will be responsible for making additional copies of the reporting forms. A DMR is to be completed for each permitted outfall. The sampling and reporting are on a quarterly basis with the DMRs due on the tenth of January, April, July and October.

The general permit will expire on March 1, 2018. The conditions of the permit require that you submit a new registration statement at least 30 days prior to that date if you wish continued coverage under the general permit, unless permission is granted to submit a new registration statement on a later date. Permission can not be granted to submit the registration statement after the expiration date of the permit.

If you have any questions, please do not hesitate to contact us.

Sincerely,

Regional WPM Name  
Water Permit Manager

(revised 02-13-2013)

**Attachment C**

**EXAMPLE GENERAL PERMIT COVERAGE TERMINATION LETTER**

**GENERAL VPDES PERMIT FOR NONCONTACT COOLING WATER  
DISCHARGES OF 50,000 GPD OR LESS (VAG25)**

**General Permit Coverage Termination Letter  
Cooling Water Discharges General Permit**

**Regional Letterhead**

**Date**

Facility Name

Address

ATTN: John Contact

RE: Termination of Coverage under the General VPDES Permit for Noncontact Cooling Water Discharges of 50,000 GPD or Less, VAG25

Dear Permittee:

DEQ agrees to terminate your coverage under the General VPDES Permit for Noncontact Cooling Water Discharges of 50,000 GPD or Less, permit registration number VAG25\_\_\_\_. Termination will become effective 30 days from the date of this notification unless you provide an objection in accordance with one of the two paragraphs below.

As provided by Rule 2A:2 of the Supreme Court of Virginia, you have thirty days from the date of service (the date you actually received this decision or the date it was mailed to you, whichever occurred first) within which to appeal this decision by filing a notice of appeal in accordance with the Rules of the Supreme Court of Virginia with the Director of the Virginia Department of Environmental Quality. In the event that this decision is served on you by mail, three days are added to that period.

Alternatively, any owner under §§ 62.1-44.16, 62.1-44.17 and 62.1-44.19 of the State Water Control Law aggrieved by any action of the State Water Control Board taken without a formal hearing, or by inaction of the Board, may demand in writing a formal hearing of such owner's grievance, provided a petition requesting such hearing is filed with the Board. Said request must meet the requirements set forth in 9VAC25-230-130 (Procedural Rule No. 1 – Petition for Formal Hearing). In cases involving actions of the Board, such petition must be filed within 30 days after notice of such action is mailed to such owner by certified mail.

If you have any questions, please do not hesitate to contact us.

Sincerely,

Regional WPM Name  
Water Permit Manager

(revised 02-27-2013)