



Businesses with laboratories are generally considered Minor Industrial Users, and therefore must submit a Minor Industrial User Pretreatment Review application for any work being proposed at their business or any change in their business practices that could affect the makeup or volume of their sewer discharge.

This bulletin has been designed to assist applicants proposing to connect a business to the sewer system (or open a new office in a building that is already connected) in support of a Pretreatment Review Application for the Pierce County Sewer Utility Division. It contains information on the steps, requirements, and resources available to you through your application process. This document is a guide only and should not be misconstrued as a replacement or revision of the Pierce County Code and associated Sewer Utility design and construction standards.

### **What kind of information do I need to submit with my Pretreatment Review Application Form?**

1. Provide three (3) copies of the following with your initial submittal:
  - a. Floor Plan. Show location of sinks/tubs, workstations, clothes washer, location of chemical storage, overall layout of operation.
  - b. Plumbing Plan. May be shown schematically on floor plan (show plumbing fixtures, piping, and connection point) or submitted as a separate set of plans. See **Bulletin B4 Floor & Plumbing Plans** for more information.
  - c. Estimated Water Usage. See **Bulletin B5 Documented Water Use Data** for more information.
  - d. Spill Prevention Plan (if required). Chemicals and cleaning supplies shall not be stored over or within the vicinity of the floor/mop sink. Verify that chemicals will not be stored in areas that will allow chemicals to directly spill into plumbing fixtures connected to the sanitary sewer. If chemicals are stored over sinks/mop sinks or wash basin provide details on spill prevention measures.
  - e. Material Safety Data Sheet for chemicals used on-site. (Please note if you are providing a large quantity of MSDS, provide copies in electronic format such as a disk)

### **What information do I submit if I have x-ray equipment?**

1. If x-rays are developed on-site and the fixer discharged to the sanitary sewer system, a silver recovery system must be reviewed, approved, and installed prior to discharging. Discharge to the County sewer shall not exceed 2.00 mg/l silver. The discharge from the silver generating device must meet that limit for a 24-hour average not to exceed 4.00 mg/l for an instantaneous maximum. The submittal (manufacture's literature) must confirm that the equipment will comply with these limits. Canister type systems must have a minimum of two (2) canisters connected in series. The plan review submittal must include the following information for our review:
  - a. Catalog cut sheet,
  - b. Sizing criteria with verification that tenant is within the criteria (i.e. GPD of fixer used/treated, Films/day or week processed, etc),
  - c. Information provided (letter from manufacture or sizing criteria) must indicate the unit will operate at or below the discharge limit of 2.00 mg/l of silver,
  - d. Operation and Maintenance manual (Please note a log book is to be kept on site with receipts of inspections for the silver recovery system up to three years),
  - e. The owner shall enter into a Maintenance Agreement with a commercial service to maintain the proposed silver recovery system. Provide a copy of the detailed Maintenance Agreement for review by this department with the plan submittal.
2. If x-rays are developed on-site and the fixer contained on-site with no discharge of silver-bearing waste to the sanitary sewer system, the owner/user shall enter into a Maintenance Agreement with a commercial service to remove the silver-bearing waste from the site. Submit a copy of a Maintenance Agreement between the owner/user and a waste management company to remove silver-bearing waste from the site.
3. If applicant is only using digital x-ray equipment, please submit written verification.

### **What about Acid or Base Neutralization?**

1. Any user of the sewer system shall not discharge wastewater having a pH less than 5.5 or more than 11.0.
2. If the Applicant chooses to install a neutralization tank for lab sinks, or other fixtures within the lab, the Applicant shall submit two (2) sets of Neutralization Tank details and a report, signed and stamped by a professional engineer, to verify that the discharge limits stated above will not be exceeded.

### What information do I have to provide about my sterilization process?

1. Please provide details on sterilization (MSDS and practices). Persons using glutaraldehyde in concentrations greater than 1% must employ one or more of the following Best Management Practices.
  - a. Have waste glutaraldehyde picked up by a hazardous waste management firm. Maintain records on site showing the dates and volumes and name of the contractor picking up the waste.
  - b. Neutralize waste glutaraldehyde with a commercially available process following the manufacturer's directions. Maintain records on site showing the date and volumes neutralized and discharged and the person performing the treatment.
  - c. Hold activated glutaraldehyde for a minimum of 14 days before discharging it to the sewer. Maintain records on site showing the storage period, the dates and volumes discharged and the person performing the discharge.
2. Glutaraldehyde solutions may not be diluted to less than 1% for disposal to the sewer.
3. If using steam sterilization, please note in submittal.

### What other information do I have to provide about my business practices?

1. **Solids.** Solids traps are required if plaster molds, castings or any other operation that will discharge settleable or fine solids. The solids trap must be a plumbing fixture installed on laboratory sinks or hoods or other fixture that will receive solids. Submit two (2) sets of solid trap drawings (catalog cut sheet from a plumber) to the Sewer Utility Division representative for review.
2. **Chemicals.** Chemicals and cleaning supplies are not to be stored over sinks or within the vicinity of floor drains, mop sinks due to spill potential to the sewer. If chemicals will be stored above or nearby sinks or mop sinks, spill protection (secondary spill containment) shall be required. Provide two (2) copies of details on how accidental spills will be prevented from discharge to the sanitary sewer.

Waste chemicals (laboratory chemicals or any other concentrated chemicals) are not allowed to be discharged to the sanitary sewer. Submit to this department a copy of a Waste Removal Agreement between the owner and a waste management company to remove waste chemicals from the site. If other methods are used remove chemicals off-site provide 2 copies of these details.

### **Where can I get the forms that I need?**

Sewer Utility Division Standard Plans and Forms can be downloaded in PDF format from the following webpage: [www.piercecountywa.org/sewer](http://www.piercecountywa.org/sewer)

Completed applications and fees (make checks out to Pierce County) must be delivered in person to:

Pierce County Sewer Utility – Permits  
2401 South 35<sup>th</sup> Street, Room 150  
Tacoma, WA 98409-7494

Or mailed to:

Pierce County Sewer Utility – Engineering  
9850 - 64<sup>th</sup> Street West  
University Place, WA 98467-1078

If you have any questions, please contact either:

A Sewer Utility Permit Technician at (253) 798-2737, or  
A Sewer Utility Engineer at (253) 798-4050