

Dear Business Owner/Operator,

The City of Burbank collects wastewater from homes, commercial buildings, and industrial facilities and transports it via a series of sewer pipes to the Burbank Water Reclamation Plant (BWRP). At the BWRP, harmful organisms and other contaminants are removed from the sewage so it can be discharged safely into the Burbank Western Channel. Generally, the BWRP is designed to treat domestic quality sewage. However, the BWRP also receives wastewater from industrial (non-domestic) users. The United States Environmental Protection Agency's (USEPA) General Pretreatment Regulations establish responsibilities of Federal, State, and local government, industry and the public to implement Pretreatment Standards to control pollutants from the industrial users which may pass through or interfere with water reclamation treatment processes or which may contaminate sewage sludge.

The City of Burbank has initiated a contract with Inframark, LLC to operate and maintain the BWRP. Among Inframark's duties are the implementation of the Pretreatment Program and the Illicit Stormwater Program. The City is required under federal law¹ to have a Pretreatment Program. The program's goals are to protect the BWRP from pollutants that may pass through or interfere with the plant which protects the environment. The Program's requirements include identifying non-domestic sewer users and determining which of them could have an impact on the BWRP along with the environment.

Routine inspections help determine which industries might have an impact, help educate industries on complying with regulations, and protect the environment. The following paragraph is from Burbank Municipal Code Title 8-1, paragraph 506.1, Right of Entry: Inspection and Sampling, "*The Director² shall have the right to enter the premises of any user to determine whether the user is complying with all requirements of this chapter and any wastewater discharge permit or order issued hereunder. Users shall allow the Director ready access to all parts of the premises for the purposes of inspection, sampling, records examination and copying, and the performance of any additional duties.*"

City of Burbank non-residential users are periodically inspected by Inframark, LLC. Many industry users will have to complete a Waste Discharge Application so that a proper evaluation of the potential discharges can be performed. Industries that have (or may have) an impact receive a Waste Discharge Permit. Those industries who receive a permit will be inspected a minimum of once a year.

Other businesses may receive a Waste Discharge Authorization and are inspected again at a later time to ensure no significant changes have occurred since the authorization was issued. Most users with a Waste Discharge Authorization will be inspected only once every five years.

A portion of the City's cost of conducting the Pretreatment Program is borne by the businesses under its jurisdiction, in proportion to the intensity of the resources expended at each business (i.e., a permitted user pays more than an authorized one). The City follows a written Enforcement Response Plan when a business is found to be out of compliance with the City's code requirements.

The City's contractor, Inframark, LLC, is closely supervised by Burbank Public Works, and has worked hard to maintain good relations with the community while carrying out the Pretreatment Program. Inframark, LLC routinely samples the City's sewer system to identify potential problems and share such knowledge with businesses. The goal of Inframark, LLC is to cooperate with business to cooperatively protect the water reclamation plant and the environment.

Any questions regarding the Pretreatment Program may be addressed to the Pretreatment Program's manager, Oscar Iniguez, at (818) 237-5677. Other questions regarding the City's oversight of this program may be addressed to Public Works at (818) 238-3915.

¹ Code of Federal Regulations, Title 40, Subchapter N, Section 403 (40CFR403).

² Title 8-1 paragraph 102. Definitions, "Director" shall mean the Public Works Director of the City Burbank or her designee.