



**Minnesota Pollution  
Control Agency**

520 Lafayette Road North  
St. Paul, MN 55155-4194

# Audit Checklist - Wastewater Discharges

Vehicle Maintenance Providers  
Environmental Audit Checklist

Environmental audit checklists are designed to assist businesses by providing a low cost way of reviewing compliance with Minnesota's environmental laws and rules. Because the laws and rules are numerous and often complicated, this checklist cannot be a complete guide to your legal obligations. You may have obligations that are not covered on this checklist. If you have questions regarding the Environmental Audit Program or this checklist, please call the Small Business Environmental Assistance Program (SBEAP) at 651-282-6143 or 800-657-3938.

Date of audit \_\_\_\_\_

Company \_\_\_\_\_

Completed by/Title \_\_\_\_\_

## Environmental Audit Program Participation

A check mark in any of the boxes indicating that a requirement is not being met designates a violation of one or more regulations. To participate in the Environmental Audit Program, submit a report of your findings to the Minnesota Pollution Control Agency (MPCA). The Report Inventory form lists items that need to be included in the report and meets the audit report requirements. You do not need to submit a copy of this checklist.

Septic systems are **only** designed to handle sanitary wastes. Never discharge any wastes except sanitary wastes into a septic system. For questions about discharging to a septic system, call the U.S. Environmental Protection Agency (EPA), Underground Injection Control Branch, at 312-886-4299.

Answer each question unless specifically directed otherwise.

**1. Does your shop have floor drains or sinks in the vehicle service areas?**

☐ Yes Continue to the next question.

☐ No **Skip to question 3.**

**2. Do they drain into something other than a municipal sewer or a holding tank that is disposed off-site?**

☐ Yes The Motor Vehicle Waste Disposal Well Rule, a federal rule, prohibits business waste from going into the ground in disposal wells, for example, into septic systems. There can be no new construction of such disposal wells. Existing disposal wells must be inventoried. In certain areas, they must be closed or permitted. Call SBEAP to request a copy of EPA's *Small Entity Compliance Guide - How the New Motor Vehicle Waste Disposal Well Rule Affects Your Business*.

☐ No

- Before discharging business waste to the sewer, make sure the waste meets the requirements of your local sewer authority. For questions, call SBEAP or your local wastewater treatment facility.
- Implement suggestions from Hazardous Waste fact sheet #4.18, *Managing Floor Drains and Flammable Traps*. Call SBEAP to request a copy, or find it at <http://www.pca.state.mn.us/publications/w-hw4-18.pdf>.
- If you have been discharging any hazardous wastes to the sewer, cease this practice until you have received permission from your local sewer authority, then comply with any limits they set for you. (Hazardous wastes are prohibited from being discharged to the sewer unless the local sewer authority grants prior approval and the discharge does not violate any local, state, or federal laws.)

Please fill out the front and back of this form.

## Discharging to a City Sewer

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**3. Do you discharge to a sewer, which is connected to a publicly owned treatment works, any wastes other than normal sanitary wastes (i.e. kitchen and bathroom wastes)?**

☐ Yes

- Before discharging any business waste to the sewer, make sure the waste meets the requirements of your local sewer authority. For questions about discharging wastewater to the sewer, call SBEAP or your local wastewater treatment facility.
- Implement suggestions from Hazardous Waste fact sheet #4.18, Managing Floor Drains and Flammable Traps. Call SBEAP to request a copy, or find it at <http://www.pca.state.mn.us/publications/w-hw4-18.pdf>. If you have been discharging any hazardous wastes to the sewer, cease this practice until you have received permission from your local sewer authority, then comply with any limits they set for you. (Hazardous wastes are prohibited from being discharged to the sewer unless the local sewer authority grants prior approval and the discharge does not violate any local, state, or federal laws.)

☐ No If you discharge only sanitary wastes to a city sewer, you do not need to receive permission from your local sewer authority for this discharge.

**Hint:** *Washing with water can use much more water than you think. Check your sewer bill. The simplest idea is to have a shut-off sprayer for the hose. For the pressure washer talk to your vendor about a different tip which uses higher pressure and less water.*

**4. Do you know if you have been putting any hazardous wastes down the sewer drain?**

☐ Yes Follow the guidance in question 3.

☐ No Identify each waste you put down the drain and determine whether any are hazardous wastes. For help with waste evaluation, call SBEAP and ask for Hazardous Waste fact sheet #1.01, *Step 1: Evaluate Waste; Determine Generator Size* or find it at <http://www.pca.state.mn.us/publications/w-hw1-01.pdf>. If any of your wastes are hazardous wastes, you need to complete the *Vehicle Maintenance Providers: Audit Checklist – Hazardous Waste*.

## Contacts

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**MPCA Web site** <http://www.pca.state.mn.us>

**Small Business Environmental Assistance Program** 651-282-6143  
[http://www.pca.state.mn.us/programs/sbap\\_p.html](http://www.pca.state.mn.us/programs/sbap_p.html) 800-657-3938

**Publicly-Owned Treat Works – Sanitary Sewer Authorities**

Metropolitan Council Environmental Services  
Industrial Waste and Pollution Prevention Section 651-602-4736  
Others - Call local wastewater treatment facility