



County of Henrico Department of Public Utilities
Liquid Hauled Waste Policy
Revised 1/20/2012

All persons issued a Domestic Wastewater, Generator and/or a Special Discharge Permit (a permit for a one-time discharge) shall discharge liquid waste 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. All hauled liquid waste shall be discharged at WRF, located at 9101 WRVA Road. The discharge of liquid wastewater at any other location in Henrico County is 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.
3. 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. 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 a WRF again.
4. 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. Any waste hauler found with a hose inserted in a manhole or inserted in any water of the Commonwealth will be presumed to have discharged wastewater and could be charged with a Class I misdemeanor.
5. Each vehicle transporting Domestic Liquid Wastes to WRF must maintain a current Sewerage Handling Permit issued by the Virginia Department of Health.
6. 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. Failure to display this information shall be cause to reject a vehicle from discharging into the system.



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7. The hours of operation shall be Monday through Friday from 7:30 a.m. until 3:00 p.m. The County will not accept truck hauled wastes on weekends or holidays designated by Henrico County.
8. All persons discharging liquid hauled waste to WRF must maintain at least one of the following discharge permits.
 - a. 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 until revoked or the expiration date listed on the cover page of the permit.
 - b. Domestic Waste Discharge Permit – Permits a hauler of residential septage, portable toilet waste, or any other residential liquid waste deemed acceptable by the Monitoring and Compliance Section Manager to discharge at WRF. The term of this permit shall be two 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 DIGESTOR SLUDGE FROM ANOTHER WASTE WATER TREATMENT FACILITY REQUIRES AN INDIVIDUAL GENERATOR PERMIT.
 - c. Special Discharge Permit – Permits a one-time discharge of a non-domestic liquid waste to WRF. 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 one-time discharge for which the permit was issued or one month, whichever comes first.

Any vehicle that is not identified on the permit application will not be allowed to discharge.

9. It is the responsibility of the Permittee to ensure that his/her Henrico DPU issued Liquid Hauled Waste permit is current. The permittee must seek and should obtain renewal of their permit prior to the expiration of the current permit. If the permit is not current, discharge will be refused.
10. 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. Persons found to be discharging a waste not in compliance will be issued a Notice of Violation, and may have their discharge permit revoked.



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11. Only grease trap wastes originating within Henrico, New Kent, and Charles City counties will be accepted into the facility. **However, until further notice. no grease trap wastes will be allowed.**
12. Any changes to information supplied on your original permit application must be reported AS SOON AS POSSIBLE to the Monitoring and Compliance Section Manager, Department of Public Utilities, 9101 WRVA Road, Henrico, VA 23231 (telephone number 804-795-9303). 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 vehicle will be turned away.
13. 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.