
Central Coast Regional Water Quality Control Board's
Application Process Guidance
for the
General Waste Discharge Requirements for Winery Process
Water Order

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General Overview and Contact Information

The Winery Order can be accessed at the link below.

[General Waste Discharge Requirements for Winery Process Water](#)

The General Waste Discharge Requirements for Winery Process Water Order (Winery Order) is a permit adopted by the State Water Resources Control Board (State Water Board) that is applicable to facilities that currently or plan to produce wine or grape juice generating between 10,000 and 15,000,000 gallons of process water **per year** that results in the discharge of process water or solids to land, such as to a pond or via land application for irrigation or through a septic-subsurface disposal system. The application process for enrolling eligible new, expanding, existing, or unpermitted wineries that discharge winery process water to land in the Winery Order is summarized herein and addressed in Winery Order Findings 57 through 66. Hereafter, the facility owner, or operator is referred to as "Discharger."

Unpermitted, existing wineries application deadline was **January 20, 2024**.

For general questions related to Winery Order enrollment, contact the Central Coast Water Board (Regional Water Board) at RB3-winery@waterboards.ca.gov. For specific enrollment information, questions, and application processing, the contact information for Water Board staff is provided in the table below.

Staff	County	Email
Rachel Hohn	San Luis Obispo	Rachel.Hohn@waterboards.ca.gov
Cecile Blancarte	Santa Barbara	Cecile.Blancarte@waterboards.ca.gov
Danial Woldearegay	Monterey, San Benito, Santa Clara, San Mateo, Santa Cruz	Danial.Woldearegay@waterboards.ca.gov

Winery Order Eligibility and Eligibility Survey

Eligibility for the Winery Order is determined by tiers. A winery's tier is determined by the annual winery process water flow. The Table below describes the annual flows and corresponding tier classification.

Annual Flow in Gallons Per Year (GPY)	Tier
< 10,000	Exempt
10,000 - 30,000	Tier 1
30,001 - 300,000	Tier 2
300,001 – 1,000,000	Tier 3
1,000,001 – 15,000,000	Tier 4

If you are uncertain about whether the Winery Order is applicable to your operations, complete the online Eligibility Survey to aid in determining Winery Order applicability. To complete the Eligibility Survey, information regarding **annual flows** (gallons per year), **ownership**, and **disposal method** are required. Once you complete the survey, please contact the Central Coast Water Board at RB3-winery@waterboards.ca.gov.

Access the eligibility survey at the link below:

[Eligibility Survey Link](#)

Access the eligibility survey Help Guide at the link below:

[Eligibility Survey Help Guide Link](#)

Exempt Status

Exempt status may be applicable to a winery if one of the following conditions is met:

1. Annual flow of winery process water is less than 10,000 gallons per year
2. Winery process water is not disposed of on-site
3. The winery is no longer generating winery process water (i.e. closure)

If you believe your facility has exempt status, please contact the Central Coast Water Board at RB3-winery@waterboards.ca.gov. Exemption status must be verified by Central Coast Water Board Staff prior to classification as an exempt winery. Depending on the potential reasons for exempt status, please provide the Central Coast Water Board with the information provided in the table below. In addition to the requested information below, please provide the winery name, address, and owner.

Exempt Status Reason	Information Required by Central Coast Water Board
Annual flow of winery process water is less than 10,000 gallons per year	Please provide the estimated annual flow of winery process water as gallons per year (gpy) or the number of cases produced annually.
Winery process water is not disposed of on-site	Please provide the estimated annual production of winery process water (as gpy) and the disposal location. Please provide the permit number of the disposal location (so that CCWB staff can verify the location has a permit to disposal of winery process water).
Winery is no longer generating winery process water	Please provide the dates the winery stopped winery process water production. Additionally, please provide any future operational plans and projected winery process water production.

To be considered exempt, a winery must produce less than 10,000 gallons of process water per year and agree to the following criteria. Please read the Winery Order for more detail.

The Discharger **shall not** discharge waste:

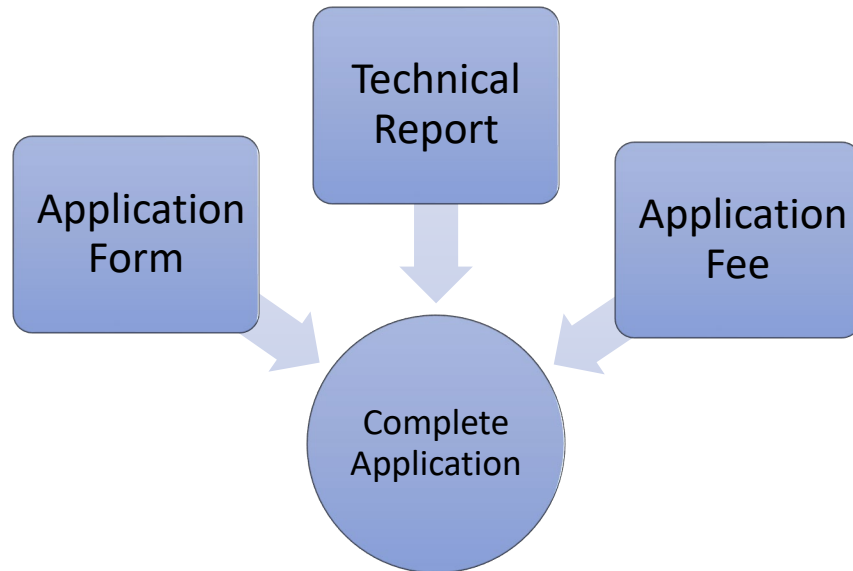
- To surface waters or surface water drainage courses.
- That is classified as "hazardous," as defined in California Code of Regulations (CCR), title 23, division 3, chapter 15, article 2, section 2521, or classified as "designated," as defined in Water Code, division 7, chapter 3, section 13173.
- That is untreated or partially treated from the treatment system.
- To land not owned, operated, controlled, or contracted by the Discharger.

The Discharger **shall implement** the following management practices:

- Manage winery product, winery waste, and winery waste areas (e.g., storage, loading, conveyance, treatment, and disposal areas) to prevent, mitigate, and promptly clean up any spills.
- Maintain all winery waste within property boundaries and within appropriate onsite use areas (e.g., loading, processing, storage, treatment, disposal, and reuse areas).
- Manage winery waste to minimize nuisance conditions (e.g., objectionable odors; mosquitoes in ponds, ditches, and other open storage areas).
- Manage stormwater that contacts winery waste as process water. Protect stored process solids from precipitation to minimize process water generation.

Winery Order Application Process

To apply for the Winery Order coverage through the Water Boards, a discharger must submit a complete application. A complete application includes the **application form** [a.k.a. Notice of Intent (NOI)], **technical report**, and **application/first year fee**.



Winery Order Findings 57 through 65 contain additional information on the Winery Order application process. The application must be completed and submitted online and must contain a technical report as described in Attachment C of the Winery Order. Enrollment under the Winery Order is considered complete when the fee payment is received and processed, a Notice of Applicability (a.k.a. NOA and Permit) is issued by the Regional Water Board, and the Legally Responsible Official's signature has been submitted to the Regional Water Board. The application review process is iterative and Central Coast Water Board staff may contact the applicant to request additional information to support the process.

Application Form Process

The application form is referred to as the electronic Notice of Intent or eNOI. The Notice of Intent can be completed and submitted online. Once the online application is started, a **Form ID** will be generated for the application. The application includes general information about the winery, land ownership, current CEQA/permitting status, winery process water treatment design, and tier classification. Furthermore, the application includes a space to submit attachments, such as the technical report, site drawings, and historical data.

Access the application at the link below:

[Electronic Notice of Intent for Winery General Order](#)

Access the Winery General Order Electronic Notice of Intent Help Guide at the link below:

[Winery General Order Electronic Notice of Intent Help Guide](#)

After the eNOI is submitted online, the Legally Responsible Official (LRO) must provide a signed copy (e.g. digital signature, scanned signed copy, image of signed copy, mail with wet signature) of the submitted application to the Central Coast Water Board at RB3-Winery@waterboards.ca.gov. The electronic Notice of Intent must be signed by the LRO that is confirmed by the California Secretary of State as an Agent for the legal entity. The legally responsible official is defined as follows:

Entity	Legally Responsible Official
Corporation	Principle executive officer of at least the level of vice president.
Partnership	A general partner.
Sole Proprietorship	The proprietor.
Public Agency	Principle executive officer or ranking elected official.
Limited Liability Company	Either a member or manager given signing authority by the operating agreement of the LLC.

If the legally responsible official would like you to sign the application, please complete the Duly Authorized Representative Form.

The Duly Authorized Representative Form can be accessed at the below link:

[Duly Authorized Representative Form Link](#)

Technical Report

A technical report must be prepared as part of the Winery Order application package and uploaded via the online electronic Notice of Intent. **Winery Order Attachment C** contains guidance on the information to be included in the technical report. Submitting a technical report consistent with the outlined format will assist the Discharger in providing the necessary information to the Regional Water Board, which will support an expedited review of the technical report and streamline the permitting process.

Application Fee

Winery Order enrollees are responsible for submitting fees to the State Water Board. County fees are separate and remain applicable for other county-issued winery related permits. If the county in which the winery is located implements a Local Agency Oversight Program, then Dischargers enrolled in an approved Local Agency Oversight Program will receive a 50 percent fee reduction on the Winery Order annual fee. The Discharger shall submit the full fee amount unless otherwise notified. The initial fee serves as an application and the first year's fee. The State Water Board will issue annual invoices for payment of the annual fee after the first year. The fee is based upon the annual amount of winery process water discharged to land and is subject to change annually.

To determine the correct application fee, refer to the State Water Board's Winery Fee Schedule at the link below:

[Water Quality Fees Link](#)

Application fees can be paid via a mailed check, money order, cashier check, or online payment. The instructions below outline the fee payment process.

Mailed Payment

1. Make the check, money order, or cashier check payable to the Central Coast Regional Water Quality Control Board.
2. On the check, money order, or cashier check, write "FA-" followed by the **Form ID** generated with the submitted application. By writing the **Form ID** on the physical payment, the Central Coast Water Board can validate your payment.
3. Mail the check to the address provided below, and send a notification email to **RB3-Winery@waterboards.ca.gov**

Central Coast Regional Water Quality Control Board
Attn: Winery Order
895 Aerovista Place, Suite 101
San Luis Obispo, CA 93401-7906

Online Payment

1. Follow the instructions to complete an Automated Clearing House (ACH) Debit payment provided at the link below:
[Fee Payment Guide Link](#)
2. The Application Fee Type is Waste Discharge Requirement (Non-15) Application, and the application number is "FA-" followed by the **Form ID** generated with the submitted application.
3. Once the application fee is paid online, send a notification email to **RB3-Winery@waterboards.ca.gov**

Enrollment

Following review and approval of the Winery Order application package by Regional Water Board staff, the Regional Water Board will issue a Notice of Applicability letter to the applicant approving enrollment under the Winery Order and conditionally authorizing the discharge of winery process waste to land. The Notice of Applicability will also include a copy of the Winery Order and a monitoring and reporting program, which will collectively serve as a Waste Discharge Requirements permit. If applicable, the Notice of Applicability for existing wineries will also contain a timeline for compliance for any necessary facility improvements.

Once enrolled in the Winery Order, the Discharger will submit monitoring reports via the GeoTracker online database. The table below provides helpful links for the GeoTracker online database.

GeoTracker Beginners Guide	GeoTracker Beginners Guide Link
GeoTracker Login	GeoTracker Login Link
GeoTracker Electronic Submittal of Information (ESI) Page	GeoTracker ESI Page Link

Enrollment in additional permits may be required for wineries:

- Enrollment in the State Water Board's **Industrial Stormwater General Permit** is required for facilities engaged in manufacturing wine under the Standard Industrial Classification (SIC) code 2084. For inquiries related to the Industrial Stormwater Permit, please contact Michael.d.godwin@waterboards.ca.gov. The Regional Water Board Stormwater Program can be accessed at the link below:

[Central Coast Water Board Stormwater Program Link](#)

- Enrollment in the **Irrigated Lands Regulatory Program** is required for irrigated commercial crops. For inquiries related to the Irrigated Lands Permit, please contact AGNOI@waterboards.ca.gov. The Regional Water Board Irrigated Lands Program can be accessed at the link below:

[Central Coast Water Board Irrigated Lands Program Link](#)

- Enrollment in the State Water Board's **Construction Stormwater General Permit** is required for any project that disturbs one or more acres of soil during construction activities. For additional information visit the Construction Stormwater General Permit program page and Frequently Asked Questions website. The Construction Stormwater General Permit Program can be accessed at the link below:

[State Water Board Construction Stormwater Program Link](#)

Summary of Presented Resources

Winery Order Website	Winery Order California State Water Resources Control Board
General Winery Permit (Technical Report Requirements are in Attachment C)	General Waste Discharge Requirements for Winery Process Water (ca.gov)
Eligibility Survey	Eligibility: General Waste Discharge Requirements for Winery Process Water (office.com)
Eligibility Survey Help Guide	Winery General Order Eligibility Survey Help Guide (ca.gov)
Electronic Notice of Intent (Application) Link	California Integrated Water Quality System (CIWQS 1.1) - Build Number: mainTrunk.mm.dd.yyyy.1
Electronic Notice of Intent (Application) Guide Link	Winery General Order Electronic Notice of Intent Help Guide (ca.gov)
Fees Program (Winery Fee Schedule)	Water Quality Fees California State Water Resources Control Board
Fee Payment Guide	Fee Payment Guide (ca.gov)
Water Quality Annual Fee Invoice Lookup	Storm Water and Wastewater Permit Fee Invoice Information (ca.gov)
Winery Order Example Requirement Matrices	General Waste Discharge Requirements for Winery Process Water Example Requirement Matrices (ca.gov)
Industrial General Permit	Industrial Stormwater Program California State Water Resources Control Board
Industrial (Stormwater) Permit Program Page	Industrial Stormwater Program California State Water Resources Control Board
Industrial Stormwater Help Guides	SMARTS - Industrial Stormwater Reporting Help Guides California State Water Resources Control Board
Irrigated Land Permit Program Page	Irrigated Lands Program (ILP) Central Coast Regional Water Quality Control Board (ca.gov)
Construction General Permit Program Page	Construction Stormwater Program California State Water Resources Control Board