City of San Diego Public Utilities Department
Industrial Wastewater Control Program
Request for Authorization to Discharge Extracted Groundwater to Sewer

Return Completed Application to:	***For IWCP Use Only:***
Industrial Wastewater Control Program	Facility: _____ Permit: _____
9192 Topaz Way, MS 901D - San Diego, CA 92123	Category: _____ Reviewer: _____
Phone (858) 654-4100 / Email IWCP@sandiego.gov	Date Received: _____ Date Reviewed: _____

Project Information

1. Project or Facility Name:
2. Project Description:
3. Street Address:
   City: State: Zip Code:

Applicant Information

4. Applicant Company Name:
5. Street Address (Mailing):
   City: State: Zip Code:
6. Street Address (Billing):
   City: State: Zip Code:
7. Person to contact regarding this application:
   Title: Phone: Email:
8. Person to contact for site inspection:
   Title: Phone: Email:
9. Person to contact to sample at site:
   Title: Phone: Email:
10. Applicant is: ☐ Property Owner ☐ Consultant ☐ Contractor ☐ Other:

Property Information

11. Describe current activity/business use for property:
12. Describe historic use of property:

Discharge Information

13. Proposed Start Date: | 14. Proposed Completion Date:
15. Max flow rate:_____ gallons/minute | 16. Total volume to be discharged:_____ gals
17. How will discharges above the maximum flow rate be prevented?
18. Circle days of discharge: S M T W Th F S | 19. Hours of discharge:
20. Describe proposed discharge point:
21. Attach a map showing the location of the discharge point and sewer lateral. Include building walls, streets, alleys, process areas, treatment equipment and all prominent physical features of the site.
22. Attach a schematic of piping, including lengths and O/I diameters, from extraction to discharge point, showing all pumps, flow meters, and any holding tanks and pretreatment equipment. Also attach copies of manufacturer specifications for all pumps, flow meters, and pretreatment equipment.
23. Wastewater will be discharged to:
    - ☐ Private sewer connection lateral on site
    - ☐ City of San Diego manhole: A signed "hold harmless agreement" is attached.
    - ☐ Other Municipality manhole. Agency: _____

Discharges must be made to a private sewer connection whenever possible. **Municipal manholes may not be opened without the consent of the municipality**. It is the permittee's responsibility to obtain the required consent and to conform to all applicable safety regulations.

Wastewater Information

24. Wastewater source: ☐ Construction dewatering ☐ Remediation ☐ Other:_____
25. Pollutants known or suspected to be present in wastewater:
26. Is any liquid hydrocarbon ("free product") present in the groundwater? ☐ Yes ☐ No

Wastewater Information

27. Attach a copy of lab analysis. If you are requesting authorization to discharge gasoline-contaminated wastewater, include an analysis for Total Lead, BTEX or Benzene, TPH or Oil/Grease, and Flashpoint. For other wastewater, contact the Industrial Wastewater Control Program for guidance on initial analysis requirements. ***Samples used for analysis must be representative of the wastewater to be discharged.***

Sample Date:_____ Analysis ID:_____ Lab Name:_____

Describe sample(s) collection procedure:

Pretreatment Information

28. Describe all wastewater pretreatment methods and equipment that will be used to prevent the discharge of toxic, flammable, or explosive substances to sewer. Include equipment type, size, design flow rates, and retention times. Attach additional sheets if necessary.
☐ **Check only if no pretreatment will be used.**

Note: If construction dewatering, de-silting (solids removal) equipment must be in place to prevent the discharge of sand, soil, or other substances that may obstruct flow or cause blockages in the sewer.

29. If the answer to question #26 is yes, then free product recovery is required, and the pretreatment equipment must be equipped with a feature, such as an automatic sensor with shut-off, that would cease all discharges to sewer in the event of breakthrough (free product release from the recovery device). Describe free product recovery equipment and safety features in place to prevent the discharge of free product to sewer.

30. Describe method and frequency of all pretreatment equipment testing and maintenance activities.

Other

31. Initial here _____ to indicate that you have received and read the City's policy for groundwater discharges to sewer.

Policy Revision Date: _____

Certification: I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, I certify that the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information including the possibility of fine and imprisonment for knowing violations. I further certify that all groundwater discharged to sewer from this project will receive the pretreatment described above. I agree to abide by all regulations governing the disposal of groundwater and agree to comply with the discharge permit or authorization issued. I have read and I agree to abide by the City of San Diego's policy for groundwater discharges to sewer.

Print Name:	Phone:
Signature:	Date:
Company:	Title:

Approval does not relieve the discharger of obligations regarding compliance with any and all applicable Local, State, and Federal pretreatment standards or hazardous waste disposal requirements including any that may become effective after issuance of approval.

For City of San Diego Use Only

Conditions of Authorization:

☐ Discharger is required to comply with the City of San Diego's Policy for Groundwater Discharges to sewer.
☐ Discharger is subject to compliance with special condition(s), see attached.
☐ Flow is limited to a maximum of _____ gallons per minute.

*Activity #*_____

APPENDIX

Please use the checklist below to assist in submitting a complete groundwater application package. Missing information from the application package will delay the permitting process.

	DESCRIPTION
☐	Complete all 31 sections of the application and sign it.
☐	Attach a map showing the location of the discharge point and sewer lateral, or manhole. See item #21.
☐	Attach a schematic of piping, including lengths and O/I diameters, from extraction to discharge point, showing all pumps, flow meters, any holding tanks, and pretreatment equipment. See item #22.
☐	Attach copies of manufacturer specifications for all pumps, totalizing flow meters, and pretreatment equipment. Please specify on application/manufacturer specifications, equipment sizes and model numbers for all equipment.
☐	Attach copies of the manufacturer installation recommendations for proposed totalizing flow meter(s).
☐	Attach a signed "Hold Harmless Agreement," if discharging to a City of San Diego manhole. https://www.sandiego.gov/sites/default/files/legacy/mwwd/environment/iwcp/pdf/hold_harmless.pdf
☐	Attach a copy of the analysis report(s) from the Environmental Laboratory Accreditation Program (ELAP) certified laboratory. See item #27.
☐	Ensure Groundwater Policy Revision Date and Applicant's Initials are completed on item #31.
☐	Attach a signed "Confirmation/Delegation of Signatory Authority." https://www.sandiego.gov/sites/default/files/2024-07/signatory-authority-confirm-or-delegate-2024.pdf
☐	Attach proof of an approved Traffic Control Plan if the proposed work site is in the Public Right of Way.
☐	If free product (petroleum product that is not in dissolved phase, and is present with a thickness of 0.01 feet or more) is present, or could potentially be present, at the project site, ensure that the pretreatment system is equipped with a feature that will shutdown the system if free product is detected. See item #29. The proper operation of this device will be verified during the on-site inspection of the treatment system and periodic testing throughout the duration of the project will be required.
☐	Attach copies of manufacturer specifications for the system shutdown device, including set-points, and for the free product removal equipment.
☐	For projects within the City of San Diego expected to continue beyond the permit expiration date, in order to renew the permit and extend the one-year waiver for purchase of sewer capacity for one additional year, include in your application, proof that you have applied to the Regional Water Quality Control Board (RWQCB) for a National Pollutant Discharge Elimination System (NPDES) permit to discharge to surface waters. Otherwise, proof of purchase of sewer capacity is required in order to receive authorization to continue discharging extracted groundwater to sewer.
☐	For second permit renewal, if the NPDES option was selected in the first renewal step, and the NPDES permit was denied, or you have elected to discharge to sewer, proof of sewer capacity purchase needs to be submitted along with application. Contact the City of San Diego Development Services Department for sewer capacity purchase information. The new permit will be issued considering only the amount of sewer capacity purchased.