

# **STORMWATER DISCHARGE PERMIT GUIDANCE**

## **How do you know if you need a Stormwater Discharge permit?**

Stormwater Discharge Permits are required for any construction project during which stormwater is diverted from its natural drainage pattern through landscaping, or stormwater accumulated on site is pumped, into the City's separate sanitary or combined sewer via an on-site connection as opposed to via an inlet. **EVEN IF YOU HAVE AN NPDES permit you must receive authorization from the Industrial Waste Unit to discharge to the City's stormsewers.**

## **What is a Stormwater Discharge permit?**

A Stormwater Discharge Permit is required for anyone who diverts stormwater into the City's storm sewers during a construction project. The Permit must be obtained prior to discharging. There are to be no discharges to the City sewers without permission from the Industrial Waste Unit (IWU) of the Philadelphia Water Department. Stormwater Permits will require the removal of suspended solids through the use of a filter bag or other solids removal system prior to discharge. *Discharges to City manholes are strictly prohibited.* If at any point during the project groundwater is encountered and needs to be removed from the project site then the user must apply for a Groundwater Discharge Permit (see Groundwater Discharge Permit Guidance). All discharges of groundwater or stormwater/groundwater mixes must be made to the City's sanitary sewer and are *not* authorized by an active Stormwater Discharge Permit. IWU has the authority to issue Stormwater Discharge Permits effective up to five (5) years.

## **How is a Stormwater Permit obtained?**

A Stormwater Discharge Permit application must be submitted prior to the issuance of a permit. IWU will only accept applications from the party which will be pumping stormwater to the sewer. Complete the attached application or send a formal letter to IWU describing your project and the plan for the discharge of stormwater. Once the information is received a permit may be issued outlining the requirements for discharge. Once the permit is received the user is authorized to discharge in accordance with the Permit specifications. If at any point the user encounters groundwater and needs to remove it from the site via the City sewer a separate Groundwater Discharge Permit must be obtained (See Groundwater Discharge Permit Guidance). *Discharges of groundwater to the City stormsewer are strictly prohibited.*

## **Application Information**

- ❖ Company name – the name of the company who possesses the NPDES permit for stormwater discharges to State waterways
- ❖ Site Location
- ❖ Project Summary
- ❖ Copy of NPDES Permit
- ❖ Anticipated Discharge Duration
- ❖ Contact Information
- ❖ Permit Fee - Check for \$1000 payable to "City of Philadelphia"

## **Industrial Waste Unit Mailing Address:**

PWD-IWU  
1101 Market Street, 3<sup>rd</sup> Floor  
Philadelphia, PA 19107

## **Rates**

Permit fee = \$1000

# STORMWATER DISCHARGE PERMIT APPLICATION COVER SHEET

Philadelphia Water Department  
Industrial Waste Unit

## Company Information

Legal Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

## General Contractor's Information

Legal Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

## Site Information:

Site Location: \_\_\_\_\_

\_\_\_\_\_

Anticipated Project Dates: \_\_\_\_\_

Anticipated Location of Discharge to City Sewer: \_\_\_\_\_

Estimated Flow to Sewer (GPM): \_\_\_\_\_

Estimated quantity of Stormwater to be recovered and treated: \_\_\_\_\_

Please Enclose:

- Project Summary
- Site Plan
- Analytical Results of Stormwater Sampling (if available)
- Copy of NPDES Permit
- Treatment System Diagram (if available)

Additionally, If Seeking Renewal Please Enclose:

- Current Stormwater Discharge Permit
- Most Recent Quarterly Report

Please mail application, including all items on the check list to:

PWD-Industrial Waste Unit  
1101 Market Street, 3<sup>rd</sup> Floor  
Philadelphia, PA 19107

Industrial Waste Unit Contact:

Jennifer L. Moore  
Environmental Engineer  
215-685-6085