

# GROUNDWATER DISCHARGE PERMIT GUIDANCE & APPLICATION

## ❖ How do you know if you need a groundwater discharge permit?

Groundwater Discharge Permits are required for every project requiring removal of groundwater and/or accumulated stormwater from a site via the City sewers. Groundwater Discharge Permits are typically issued to two types of projects: construction and environmental remediation. These permits must be obtained prior to discharge.

## ❖ What is a groundwater permit?

A Groundwater Discharge Permit is required for any party discharging groundwater and/or accumulated stormwater to the City sewers. Discharging without a permit and any other violations of the PWD's Wastewater Control Regulations are subject to fines of up to \$25,000 per violation per day. IWBC issues Groundwater Discharge Permits to ensure that these discharges will not damage the City sewer system and treatment plants, risk the health and safety of City workers, or result in the direct discharge of harmful substances to a river or stream.

## ❖ How is a groundwater permit obtained?

A Groundwater Discharge Permit application must be submitted prior to the issuance of a permit. IWBC will only accept applications from the party which will be pumping groundwater to the sewer. In the case of large construction projects, this may mean that the subcontractor responsible for the pumping will need to submit an application, not the general contractor. A permit will then be issued outlining the requirements for discharging. Once the user receives the permit, the user is authorized to discharge the groundwater at the specified location and subject to the permit's pollutant limits, monitoring and reporting requirements. There is a \$2,860 Permit Fee required and the quantity of groundwater discharged (within Philadelphia only) will be billed according to the rate in the PWD Rates and Charges section 7.1 Sewer Charges for Groundwater:

[PWD Rates & Charges Effective Sept. 1, 2024 \(phila.gov\)](#)

No, we do not intend to pump groundwater to the City sewer system. <sup>1</sup>  
(Sign certification statement below)

Yes, we intend to pump groundwater to the City sewer system.  
(Continue on to the application and complete a formal submittal)

"I certify that there will be no groundwater pumped from the site location indicated in this application to the City sewer system."

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NAME – AUTHORIZED REPRESENTATIVE

<sup>1</sup> – Selecting "No" implies that groundwater will not be encountered during construction (e.g. excavations) or that it will be hauled off-site by a licensed waste hauler.

# GROUNDWATER DISCHARGE PERMIT APPLICATION COVER SHEET

Philadelphia Water Department  
Industrial Waste & Backflow Compliance

## Company 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 groundwater to be recovered and treated: \_\_\_\_\_

Please Enclose:

- Project Summary
- Site Plan
- Current Analytical Results of Groundwater Sampling:  
(EPA Priority Pollutants, Oils & Grease, Total Xylene, and MTBE refers to Methyl Tert-Butyl Ether)
- Treatment System Diagram
- Phase I and/or Phase II Environmental Site Assessments (if available)
- Permit Fee – Check payable to “City of Philadelphia”

Additionally, if seeking renewal please enclose:

- Current Groundwater Discharge Permit
- Most Recent Quarterly Report
- Statement of Compliance Status

If the project is located outside of the City of Philadelphia, documentation of permission to discharge from the local municipality *must* be included.

Please mail application, including all items on the checklist, to:

PWD – Industrial Waste & Backflow Compliance  
1101 Market Street, 6<sup>th</sup> Floor  
Philadelphia, PA 19107

Industrial Waste & Backflow Compliance Contact Person:

Jennifer L. Moore  
Manager  
215 – 685 – 6085