# Instructions

It may be possible to send water from construction sites into the sanitary sewer if approved by the King County Industrial Waste Program (KCIW) and the local sewer agency.

## Who needs approval

Most construction projects discharging to sanitary sewers in King County’s Wastewater Service area (including combined sewers that carry stormwater and sewage in the older parts of Seattle) need approval.

* Single family residential construction projects should check with the local city or sewer agency. KCIW does not require applications from these projects.
* Projects discharging to separated storm sewers or surface water bodies do not need approval from wastewater utilities. Check with the appropriate entity:
* Contaminated site any size: Washington State Department of Ecology
* Clean site more than 1 acre: Washington State Department of Ecology
* Clean site less than 1 acre: Local jurisdiction’s stormwater utility

## How to get approval to discharge to sanitary sewers

1. Contact the local sewer agency. Confirm they accept water from construction sites. Confirm the location and conditions for discharging to their system. A list of local agencies is available: <http://www.kingcounty.gov/environment/wtd/About/SewerAgencies.aspx>
2. Select your King County construction dewatering application (individual or general).
3. Download, complete, print and sign your application. Scan your signed application and submit it to King County via email: info.KCIW@kingcounty.gov.
4. Contact the local sewer agency for permission to connect to their system and any additional requirements.

## Select your King County application

KCIW offers two types of authorizations for discharging construction water to sanitary sewers: Individual and General. You may use this form, *General Authorization Application for Construction Dewatering,* if your project meets all of the criteria listed on page 2 and summarized here:

* Site is not contaminated.
* Site is less than 1 acre.
* Project will discharge less than 25,000 gallons per day (gpd) to the sanitary sewer.
* Site has a sedimentation tank.

If your project does not meet all of the detailed criteria on page 2, you must use the *Individual Authorization Application for Construction Dewatering,* available at [www.kingcounty.gov/industrialwaste](http://www.kingcounty.gov/industrialwaste). Applying for a General Authorization is easier and requires less documentation (no exhibits) than an Individual Authorization. No reporting is necessary once the General Authorization is approved.

## Tips for a Successful Application

* Complete one application for each construction site.
* Answer all questions; use additional pages, if needed. (See the application checklist on page 2.)
* Make sure the authorized representative (site owner) signs this application. (See pages 3 and 4.)
* Keep the original signed application in your records until the project is complete.
* For questions, contact KCIW at info.KCIW@kingcounty.gov or 206-477-5300.

General Authorization Eligibility Worksheet

Check all that apply.

**Detailed Criteria for General Authorization for Construction Dewatering**

|  |  |
| --- | --- |
| **Criteria**  | **Check if project meets criteria** |
| The daily discharge volume to sewer system will be less than 25,000 gallons per day (gpd). | [ ]  |
| There are no known chemical contaminants found at the site. | [ ]  |
| The surface area generating stormwater from construction activities does not exceed one acre in aggregate for the site. | [ ]  |
| A construction dewatering treatment system will be installed at the site that meets the [King County Minimum Standards for Sedimentation Tanks](http://www.kingcounty.gov/environment/wastewater/IndustrialWaste/GettingDischargeApproval/Construction/Sedimentation_tanks.aspx). The system will use one of the following two sedimentation tank options:* Flow-through discharge: Use a rectangular sedimentation tank with a flow-rate restricted to provide a 90 minute hydraulic retention time.
	+ For example**:** If the flow rate is 200 gallons per minute, use one 18,000 gallon tank to provide 90 minute hydraulic retention time (18,000 gal / 200 gal/min = 90 minute hydraulic retention time).
	+ If water is pumped from the tank, the volume of the tank is based on the level of the pump intake. Under no circumstances will the pump intake be lower than one-half of the tank height.
* Batch discharge: Use a circular sedimentation tank with a minimum volume of 5,000 gallons. This tank may process a maximum of five batch discharges per day. The project will allow at least one hour of quiescent (undisturbed) settling in the tank prior to discharge to the sewer.

See this webpage for details: <http://www.kingcounty.gov/environment/wastewater/IndustrialWaste/GettingDischargeApproval/Construction/Sedimentation_tanks.aspx> | [ ]  |
| The flow rate will not be greater than 200 gallons per minute. | [ ]  |
| The following will be checked daily and recorded. Records will be available during inspections.* Discharge volume
* Discharge rate
* Settleable solids
* In-tank settled solids levels
 | [ ]  |
| The project has approval from the local sewer agency to connect to the sewer before discharging. The Local Sewer Agency (LSA) Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Approved Discharge Rate (gallons per minute): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | [ ]  |

**If every line is checked yes**, this project is eligible for the general authorization process. Complete the rest of this form, including appropriate signatures, and submit to King County using email: [info.KCIW@kingcounty.gov](file:///C%3A%5CUsers%5Cpenninabr%5CDownloads%5Cinfo.KCIW%40kingcounty.gov).

**If one or more criteria are not checked**, this project is not eligible for the general authorization process. **STOP**. Do not complete this form. You are required to complete the **Individual Authorization Application for Construction Dewatering** form available at [www.kingcounty.gov/industrialwaste](http://www.kingcounty.gov/industrialwaste).

# Required Signature

**NOTE: A construction site owner must sign this page and/or the reverse page to delegate signature authority.**

King County Code 28.82.050 requires a signature from an “authorized representative” on all wastewater applications and reports. An authorized representative is responsible for the accuracy of the information provided. For construction projects, it is the site owner. The authorized representative may be one of the following:

1. The president, secretary, treasurer, or a vice-president of the corporation in charge of a principal business function or any other person who performs similar policy or decision-making functions
2. The manager of one or more manufacturing, production, or operating facilities, but only if the manager:
3. Is authorized to make management decisions that govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiate and direct other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations;
4. Can ensure that the necessary systems are established or actions taken to gather complete and accurate information for control mechanism requirements and knowledgeable of King County reporting requirements; and;
5. Has been assigned or delegated the authority to sign documents, in accordance with corporate procedures
6. A general partner or proprietor for a partnership or proprietorship
7. A director or highest official appointed or designated to oversee the operation and performance of the industry if the industrial user is a government agency
8. An individual and/ or position—delegated in writing by one of the first four (A–D above)—who is responsible for the overall operation of the facility from which the discharge originates or has overall responsibility for environmental matters for the company or agency.

**Use the form on reverse to delegate signature authority.**

|  |
| --- |
| *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, 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.* |
|       |   |       |
| Name |  | Street Address |
|       |  |       |
| Title |  | City, State, and Zip |
|       |  |       |
| Company Name |  | Email |
|       |  |       |
| Phone |  | Signature |
|       |  |       |
| Cell Phone (optional ) |  | Date |

**Delegation of Signature Authority Form**

This form is only required if the authorized representative wishes to delegate signature authority. Use additional copies of this page to delegate to additional people or positions.

Person Delegating Signature Authority

By signing below, I certify that I am authorizing the following person(s) and/or position(s) to receive signature authority. I am an authorized representative for the company named in this application because I meet the following definition listed on the reverse page:



|  |  |  |
| --- | --- | --- |
|       |   |       |
| Name |  | Street Address |
|       |  |       |
| Title |  | City, State, and Zip |
|       |  |       |
| Company Name |  | Email |
|       |  |       |
| Phone |  | Signature |
|       |  |       |
| Cell Phone (optional) |  | Date |

**Person(s) and/or Position(s) Receiving Signature Authority**

|  |  |  |  |
| --- | --- | --- | --- |
| **1.**       |  |  | **2.**       |
| Name or Position |  |  | Name or Position |
|       |  |  |       |
| Title |  |  | Title |
|       |  |  |       |
| Company Name |  |  | Company Name |
|       |  |       |  |  |       |  |       |
| Phone |  | Street Address |  |  | Phone |  | Street Address |
|       |  |       |  |  |       |  |       |
| Email |  | City, State, and Zip Code |  |  | Email |  | City, State, and Zip Code |
|       |  |  |       |
| Signature |  |  | Signature |
| **3.**       |  |  | **4.**       |
| Name or Position |  |  | Name or Position |
|       |  |  |       |
| Title |  |  | Title |
|       |  |  |       |
| Company Name |  |  | Company Name |
|       |  |       |  |  |       |  |       |
| Phone |  | Street Address |  |  | Phone |  | Street Address |
|       |  |       |  |  |       |  |       |
| Email |  | City, State, and Zip Code |  |  | Email |  | City, State, and Zip Code |
|       |  |  |       |
| Signature |  |  | Signature |

# Project Information

|  |  |
| --- | --- |
| Applicant/Project Name |       |
| Project Location(Address, City, and Zip Code) |       |
| NOTE: The site owner will be issued the discharge approval; the contractor or consultant will be sent a copy. |
|  | **Site/Project Owner(Must be authorized or delegated signatory)** | **Contractor/Consultant** |
| Name |       |       |
| Title |       |       |
| Company |       |       |
| Mailing address |       |       |
| City/state/zip code |       |       |
| Office telephone no. |       |       |
| Cellphone no. |       |       |
| Fax no. |       |       |
| Email address |       |       |
| Primary person to be contacted about this application if not listed above (name, address, telephone, email)  |       |
| NOTE: Use attachments, if necessary, to provide the following information. |
| Detailed description of project construction |       |
| Start date of dewatering |       | End date of dewatering |       |
| Site size  |       |
| Environmental permits issued for the site that are relevant to this project (for example: NPDES, Ecology Notice of Intent) |       |