

### PURPOSE:

- The purpose of this document is to act as a reference when submitting Dewatering Permit Applications.

### APPLICATION PROCESS:

- Dewatering Permits are required when directly or indirectly releasing water into the storm or sanitary sewer system.
- Once you have determined a Dewatering Permit is required, fill out *The City of Red Deer Dewatering Permit Application* and email to: [SourceControl@reddeer.ca](mailto:SourceControl@reddeer.ca)
- The required information is contained in Appendix A. As all sites are unique, more information beyond what is already requested may be required. You will be notified if additional information is needed to process your permit.
- If you are not the registered landowner of the property, attach a copy of the landowner's consent to access the property with your application.
- Allow for up to 5 business days for processing of these applications.

### DURATION:

- A dewatering permit is issued for up to 30 days. The permit may be extended to a maximum of 60 days upon approval. If the permit is expected to last longer than 60 days, reapplication may be necessary. Additionally, The City may require further information to extend the permit.

### DISCHARGE RATE AND PUMPING RESTRICTIONS:

- The City of Red Deer will conduct a review for applications submitted with a diversion rate greater than 20 L/s (liters per second). If the sanitary sewer system is capable of handling higher flows, the application will continue to be processed. If the volume is a concern for the capacity of the sanitary sewer system, the applicant will be notified. The City's most current Utility Bylaw version applies during discharges to the sanitary sewer system and all conditions must be met during discharge. The City's Utility Bylaw may be found on The City's web site at [www.reddeer.ca](http://www.reddeer.ca) under City Government then Bylaws.

### WATER QUALITY TESTING:

- All sampling must meet the City of Red Deer's Utility Bylaw requirements.
- Submit several grab samples (see definitions) that are representative of the site. Samples may have to be taken after treatment process to prove the discharge is safe. Sampling procedures and sample Chain of Custody forms are required by The City and must be attached with the test results. Analytical procedures must be in accordance with most recent edition of the *American Water Works Association Standard Methods for the Examination of Water and Wastewater*. Be certain to use a laboratory that is capable of testing to the required levels.
- If any parameters do not meet Utility Bylaw *Section 81 – Prohibited Substances in Wastewater*, other disposal options must be explored.

### ONSITE TREATMENT OF WATER PRIOR TO DISPOSAL:

- Depending on what type of treatment option is taken, additional testing may be required. If the applicant is planning to add chemical to the water prior to discharge, it must be allowed for use in Canada. The City may request a copy of the Safety Data Sheet for review.

### PERMIT CONDITIONS:

- **Appendix B** is an example of the permit Conditions that you are likely to have associated with your Dewatering Permit. It is important to note that all dewatering sites are unique. As such, the Inspector has the discretion to revise, add, or omit some of the Conditions in order to ensure that the Permit being issued reflects site conditions.

## APPENDIX A: Dewatering Permit Application Requirements

The following information must be contained in an application for the purpose of obtaining a Dewatering Permit:

1. Name, address, and telephone number of Applicant.
2. Name, address, and telephone number of the Consultant, Signing Authority, or Applicant's Representative or Agent (if applicable).
3. Address or legal land location of the site to be dewatered.
4. Estimated duration and rate in L/sec of the water diversion including start and end dates.
5. Estimated volume to be dewatered. When dealing with subsurface water this may require an onsite pump test.
6. If required, written consent from all affected registered landowners to cross their property with equipment/water.
7. Disclosure that the site does not contain and there is no reason to suspect the site may contain contamination based on current or historic land use. A site is considered contaminated if soil and/or groundwater concentrations measured in samples obtained from the site exceed the Alberta Tier 1 Soil and Groundwater Remediation Guidelines, 2019, as amended from time to time, published by Alberta Environment and Parks. See Utility Bylaw Section 81 – Prohibited Substances in Wastewater as a starting point to determine site discharge limits.
8. A detailed description of the techniques and products used to prevent soil erosion and removal of sediment from water prior to entry to the system.
9. A detailed description of the method(s) being used to dewater the site.
10. An outline of contingency measures, including reporting procedures to be taken in the event of potential problems resulting from adverse conditions (ex: weather, increased water volumes, delays in carrying out or completing work, equipment failure).

## APPENDIX B: Definitions

### DEFINITIONS:

1. "Conditions" means requirements associated with a Dewatering Permit that must be met in order for the Dewatering Permit to remain valid.
2. "Inspector" is a person authorized by the Manager to issue a Dewatering Permit.
3. "Dewatering Permit" means a permit issued by an Inspector for the purpose of dewatering a site on an intermittent or continuous basis when the site contains predominantly subsurface water or any other types of release/discharge.
4. "Manager" means the General Manager of Community Services or their designate.
5. "Emergency" means a situation which is causing or has a potential of causing a negative impact.
6. "Enforcement Officer" means any person designated to enforce the Bylaw.
7. "Interference" means the act or an instance of hindering, obstructing, or impeding.
8. "Negative Impact" means impairment or damage to:
  - (a) the sanitary collection system
  - (b) the stormwater collection system
  - (c) human health or safety
  - (d) property or
  - (e) the environment
9. "Permit Holder" means someone authorized in writing by a Dewatering Permit to discharge water to any system.
10. "Sanitary Collection System" or "Stormwater Collection System" means the system of sewers, valves, fittings, pumping stations and related facilities owned by The City and used to collect water, which includes plumbing or service connections in buildings.
11. "Surface Water" means water which has accumulated from precipitation including ice.
12. "Suspend" means to temporarily or permanently render ineffective.
13. "Grab Sample" means a volume of wastewater, stormwater, potable water or effluent which is collected over a period not exceeding 15 minutes.

## APPENDIX C: General Information

### Obligation of Permit Holder:

1. The permit holder will hold harmless The City of Red Deer, its employees and agents for any damage or damage claims arising out of the dewatering operation.
2. The permit holder shall, at all times, retain a copy of this Permit at the point of the dewatering operation location.
3. The permit holder will obtain written right-of-way permission to cross all private land.
4. The permit holder is responsible for ensuring that they do not deposit any substance into any collection system that may cause a negative impact on the collection system, the Wastewater Treatment Plant, or any watercourse.
5. The permit holder shall take all necessary action to prevent erosion and sedimentation resulting from the diversion of water.
6. The permit holder shall not divert water to any collection system during and until one hour after a storm event.

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7. The permit holder shall apply to the Inspector in writing for any permit amendments.
8. The permit holder is responsible for ensuring the discharge meets all applicable environmental legislation and that the operation is done in a safe manner.

### WATER QUALITY:

1. The permit holder shall not dilute the water being removed from the site in order to meet any limits.
2. If water quality deteriorates while the permit holder is dewatering (after permit is approved) and there is a risk to receiving system then dewatering must cease.
3. The permit holder will:
  - (a) monitor the number of pumps pumping, the capacity of each pump, and number of hours the pump is operating
  - (b) record this data with corresponding dates and times and keep it on-site and/or provide it to an Inspector or other City designate upon request

### COMPLAINT INVESTIGATION:

1. Upon request from the Manager, the permit holder shall provide all documentation related to any discharge complaints and the resolution thereof.

### CITY INSPECTIONS:

1. An individual authorized in writing by the Manager, an Inspector, or other City designate may inspect any property for the purpose of ensuring compliance in regards to the conditions associated with this Dewatering Permit.
2. An individual authorized in writing by the Manager, an Inspector, or other City designate may suspend a Dewatering Permit if there is reason to believe the operation is causing, may cause, or may become capable of causing a negative impact.
3. An individual authorized in writing by the Manager, an Inspector, or other City designate may suspend a Dewatering Permit if the permit holder is not complying with the conditions of this permit.
4. The permit holder shall comply with all requests from an individual authorized by the Manager, an Inspector, or other City designate relating to the Dewatering Permit. These requests may include but are not limited to:
  - (a) requiring samples of any substance that is relevant to the diversion of water pursuant to this permit
  - (b) requiring the production of any information, data, or documents that are required under this permit
  - (c) requiring water quality testing for any parameters the Inspector determines relevant
  - (d) recording or copying, by any method, any information related to the administration of or ensuring compliance with this permit
  - (e) making reasonable inquiries of a person, verbally, or in writing
  - (f) taking photographs and/or recordings of material related to this permit