



## Non-Stormwater Discharge Permit Process

**No.: INFO-45**

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Definition of **bolded terms** throughout the document can be found in the *Common Terms/Definitions* section.

### **Purpose:**

This bulletin provides pertinent information related to **Non-Stormwater Discharge Permits**.

### **Background:**

The City's stormwater system consists of open and closed drainage infrastructure that is designed to collect untreated surface water from impervious surfaces such as roads and parking lots, and direct it to the Fraser River to prevent local flooding. The City's open watercourses provide valuable riparian habitat for plants and animals to support a healthy ecosystem. The City's *Pollution Prevention and Clean-up Bylaw No. 8475*, prohibits polluting substances from entering the City's storm drainage system and/or watercourses.

Construction dewatering is often necessary for local construction projects due to Richmond's naturally high groundwater. Dewatering is the process of artificially lowering the groundwater table (typically through pumping) to allow for safe and dry construction conditions.

The City regulates dewatering through Part 6.1.2.1 of the *Pollution Prevention and Clean-up Bylaw No. 8475* and manages permits through the non-stormwater discharge permitting process described herein.

### **Common Terms/Definitions:**

**Qualified Environmental Professional** – An applied scientist or technologist registered and in good standing in BC with an appropriate professional organization constituted by provincial statute, insured against professional liability arising from errors and omissions occurring in the performance of professional services, acting under that association's code of ethics, and subject to disciplinary action by that association, including but not limited to agrologists, biologists, engineers, foresters, geoscientists and technologists.

**Minimum Discharge Criteria** – The minimum water quality criteria for all non-stormwater discharges as defined in the *Pollution Prevention and Clean-up Bylaw No. 8475*.

**Non-Stormwater Discharge** – Any substance discharged to the City's drainage system and/or waterways that did not originate from a natural source such as precipitation.

**Non-Stormwater Discharge Permit** – An authorization by the City to allow a non-stormwater discharge to enter a drainage system or watercourse.

**Non-Stormwater Discharge Qualified Environmental Professional Declaration** – A statutory declaration or letter signed and sealed by a Qualified Environmental Professional to validate the information within a non-stormwater discharge permit application.

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**Riparian Management Area Setback** – 5 metre and 15 metre setbacks assigned to the designated watercourses defined in the City’s Official Community Plan (Bylaw 9000, Section 9.0).

**Schedule 2 Activities** – Activities listed in Schedule 2 of the *Contaminated Sites Regulation* pertaining to commercial and industrial activities that are more likely to contaminate soil and groundwater than non-scheduled activities.

**Storm event** – A predicted daily precipitation event in Richmond of greater than 25 millimetres.

**Water Quality Monitoring and Response Plan** – A detailed plan prepared, signed and sealed by a Qualified Environmental Professional that describes how the dewatering program will achieve compliance with all applicable regulations.

**Drainage Capacity Analysis** – A detailed plan prepared, signed and sealed by a Professional Engineer that outlines the appropriate volume and rate calculations for the proposed discharge.

## What information is required to support a Non-Stormwater Discharge Permit application?

- A complete non-stormwater discharge permit application form and a **Non-Stormwater Qualified Environmental Professional Discharge Quality Declaration** (available online) – [www.richmond.ca/sustainability/environment/pollution/stormwater](http://www.richmond.ca/sustainability/environment/pollution/stormwater)
- A Land Title Search.
- A Letter of Authorization from the owner if the applicant is an agent working on behalf of the owner.
- A Company Summary available at [www.corporateonline.gov.bc.ca](http://www.corporateonline.gov.bc.ca) for the owner.
- Valid owner’s insurance with \$5,000,000 general liability insurance and the City listed as an ‘additional insured’. Insurance must be valid for the duration of the discharge program.
- Proof that the applicant has been denied a permit to discharge to the Metro Vancouver sanitary waste disposal system.
- A **Drainage Capacity Analysis**.
- A **Water Quality Monitoring and Response Plan**.

**Note:** The City requests that the owner information listed on the applicable documentation above corresponds to the information listed on the Land Title documents.

Applications are subject to an application fee in accordance to the City’s Consolidated Fees Bylaw No.8636, due at the time of submission. Applications can be submitted via email to [EnvSustainability@richmond.ca](mailto:EnvSustainability@richmond.ca).

## What is included in a Drainage Capacity Analysis?

- A seepage analysis to assess the flow rate and volume from upstream and neighboring properties within the same drainage catchment area as the project.
- A capacity analysis of the existing storm system to confirm that additional capacity will not overwhelm the existing drainage system for the projected discharge water volume. See the City of Richmond Engineering Design Specifications for calculation methods and evaluate non-stormwater discharge under the design storm scenario.
- An illustration of the discharge location.
- A description of the mitigation measures that will be implemented during a **Storm Event**.

See over →

## What is included in a Water Quality Monitoring and Response Plan?

- A summary of current and historical **Schedule 2 Activities** on the site including environmental investigations (past and proposed), areas of potential environmental concern, areas of environmental concern, potential contaminants of concern, and contaminants of concern.
- A list of the applicable water quality criteria for the site (see below) and sampling schedule.

A **Qualified Environmental Professional** must identify and consider all current and historical **Schedule 2 Activities** applicable for a site in the **Water Quality Monitoring and Response Plan**. The City expects that all sites with **Schedule 2 Activities** have been investigated in accordance with the BC *Contaminated Sites Regulations* and requires copies of all of the investigation reports to support the applicable review process. The **Qualified Environmental Professional** is also responsible to justify the exclusion of any contaminants of concern (investigated or not) within the **Water Quality Monitoring and Response Plan**.

## How long will it take to receive a Non-Stormwater Discharge Permit?

Staff require ten (10) business days to review completed applications and documentation. In some cases, staff may request additional information from the applicant to support the review.

Permits are typically granted for two (2) years and applicants are responsible for having copies of the **Non-Stormwater Discharge Permit** and **Water Quality Monitoring and Response Plan** onsite during the dewatering program. Staff will also conduct unscheduled site visits to ensure compliance.

For more information, contact a representative on the Sustainability Department at 604-247-4694.

See attached →

## Non-Stormwater Discharge Permit Water Quality Criteria

The minimum **Water Quality Criteria** applicable to the City's non-stormwater discharge permit process is outlined below. Additional parameters and/or more stringent criteria may be required based on the **Water Quality Monitoring and Response Plan**.

		Site Characteristics	
		Uninvestigated, Contamination Likely Present, or Identified Contamination.	No <b>Schedule 2 Activities</b> and no Areas of Potential Environmental Concern.
Receiving Environment	Closed storm sewer system.	BC <i>Contaminated Sites Regulation Schedule 3.2 Aquatic Life</i> standards for Contaminants of Concern and Potential Contaminants of Concern and the <i>Pollution Prevention and Clean-up Bylaw No. 8475 Minimum Discharge Criteria</i> .	<i>Pollution Prevention and Clean-up Bylaw No. 8475 Minimum Discharge Criteria</i> .
	Watercourses without a designated 5 m or 15 m <b>Riparian Management Area Setback</b> .	BC Contaminated Sites Regulation <i>Aquatic Life</i> and <i>Irrigation Water</i> standards for Contaminants of Concern and Potential Contaminants of Concern and the <i>Pollution Prevention and Clean-up Bylaw No. 8475 Minimum Discharge Criteria</i> .	<i>Pollution Prevention and Clean-up Bylaw No. 8475 Minimum Discharge Criteria</i> .
	Watercourses with a designated 5 m or 15 m <b>Riparian Management Area Setback</b> .	BC Water Quality Guidelines for Contaminants of Concern and Potential Contaminants of Concern and the <i>Pollution Prevention and Clean-up Bylaw No. 8475 Minimum Discharge Criteria</i> .	<i>Pollution Prevention and Clean-up Bylaw No. 8475 Minimum Discharge Criteria</i> .