



KC WATER

REGULATORY COMPLIANCE DIVISION

2 NE 32nd St • Kansas City, MO 64116

P: 816-513-0600 • www.KCWater.us

General Wastewater Discharge Permit Application

1. Instructions and Applicability

1.1 Who Uses This Application

Use this application for construction dewatering, short-term or temporary discharges, and ongoing non-SIU commercial discharges to the KC Water Publicly Owned Treatment Works (POTW). An existing Industrial User, including an SIU, may also use this application for a separate discharge outside its normal permitted operations. Common discharge types include:

- Construction — groundwater or accumulated water from an active construction site;
- Short-term / temporary discharges — remediation project effluent, hydro-demolition water, tank cleaning waste, one-time process discharges;
- General commercial dischargers — commercial facilities generating non-domestic wastewater in quantities below the SIU threshold and without a categorical standard applying.

For ongoing SIU operations, use the SIU Wastewater Discharge Permit Application. Under Chapter 60, Significant industrial user means any industrial user which:

- Is subject to categorical pretreatment standards; or
- Purchases, uses, or discharges an average of 25,000 gallons per day or more of water; or
- Discharges a process wastestream which makes up five percent or more of the average dry weather hydraulic or organic capacity of the wastewater treatment plant serving the said industrial user; or
- Accepts waste from another location outside the facility's boundaries for treatment, storage or disposal; or
- Is designated as significant by the director on the basis that the industrial user has a reasonable potential for adversely affecting the POTW's operations, for violating this article or for violating pretreatment standards or requirements.

1.2 When to Submit

- At least 30 days before a planned construction dewatering discharge (or as soon as reasonably possible for unplanned dewatering);
- At least 30 days before a planned short-term or temporary discharge;
- Within 30 days of a written request from KC Water for a general commercial discharger;
- When facility changes require a new or modified permit.

1.3 How to Complete This Application

- Answer every question. Do not leave blanks. If a question does not apply, mark it "N/A."



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- Complete Section C (Discharge Description) with the level of detail appropriate to the discharge type — construction dewatering and short-term projects need site-specific detail; general commercial applications need process-specific detail.
 - Attach all documents identified in Section G (Required Attachments).
 - The Authorized Representative must sign the Certification (Section H).

1.4 Fees

A non-refundable permit application review fee applies. Applicable fees are billed to the associated City water utility account unless a different payment arrangement has been made with RCD. For current rates or billing assistance, contact (816) 513-0600 or water.ipp@kcmo.org.

If you are not sure which application to use

If you are not sure whether your facility is a Significant Industrial User, contact the Regulatory Compliance Division at (816) 513-0600 or water.ipp@kcmo.org. Submitting the Wastewater Permit Survey is an easy first step; RCD will use the responses to determine whether a permit is required and which application applies.



A. Application Type and Facility Information

A.1 Application type

Check the primary application type. Some projects may involve more than one; check all that apply, and identify the primary one.

- ☐ A.1.a — Construction dewatering
- ☐ A.1.b — Environmental remediation discharge
- ☐ A.1.c — Hydro-demolition / hydro-excavation water
- ☐ A.1.d — Tank cleaning water
- ☐ A.1.e — One-time process wastewater discharge
- ☐ A.1.f — Fire-suppression system testing water
- ☐ A.1.g — Non-SIU commercial discharger — ongoing
- ☐ A.1.h — Other (describe below)

If "Other," describe:	
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A.2 Facility / project name

Facility or project name:	
Project number (if any):	

A.3 Facility / project location

Physical address of discharge site:	
City, State, ZIP:	
Nearest cross streets:	

A.4 Applicant identification

Applicant company name:	
Company mailing address:	
Company city, state, ZIP:	



B. Contacts

B.1 Primary project contact

Name:	
Title:	
Phone (office):	
Phone (cell / after-hours):	
Email:	

B.2 On-site supervisor / responsible person

Name:	
Title:	
Phone (must be reachable during the discharge):	

B.3 24-hour emergency contact

Name:	
Phone (24-hour):	

B.4 Property owner (if applicant does not own the site)

Name:	
Mailing address:	
Phone:	

☐ Attach documentation of the property owner's consent to discharge from the site.



C. Discharge Description

C.1 Nature and source of the discharge

Describe the nature and source of the water to be discharged:

C.2 Duration

Anticipated start date:	
Anticipated end date (or "ongoing"):	
Estimated total duration:	

C.3 Volume and rate

Average discharge rate (gpm):	
Maximum discharge rate (gpm):	
Average daily volume (gpd):	
Maximum daily volume (gpd):	
Total volume anticipated over the project (gallons):	

C.4 Point of discharge to the KC Water sewer

Location (manhole ID, address, or clear description):	
Method of connection (portable pump to manhole, direct plumbing, other):	



C.5 Days and hours of discharge

Days per week:	
Hours per day:	
Hours of the day when discharge will occur (e.g., 7 a.m. – 4 p.m.):	

C.6 Onsite supervision during discharge

- ☐ An on-site responsible person will be present during all discharge periods.
- ☐ The discharge is unattended (automatic pump, gravity flow); describe below.

If unattended, describe controls and monitoring:

D. Water Quality and Contaminants of Concern

D.1 Known or suspected contaminants

Based on the site history, source of water, and any prior sampling, identify contaminants known or reasonably expected to be present in the discharge. For construction dewatering and remediation projects, attach any available site characterization or environmental site assessment.

Contaminant	Estimated concentration	Basis (sampling / site history / process knowledge)

D.2 Prior sampling

- ☐ Prior sampling has been conducted at the site or on the source water. Attach the laboratory records under G.3.
- ☐ No prior sampling has been conducted.



D.3 Pretreatment being applied

Describe any pretreatment being applied to the discharge (settling tanks, bag filters, oil/water separators, carbon treatment, pH adjustment, other):

D.4 pH

Anticipated discharge pH range:	
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☐ pH is expected to remain within 6 – 11 S.U. (or the applicable Chapter 60 range) without adjustment.

☐ pH adjustment is being applied. Describe:

pH adjustment method:

E. Sampling Plan

Describe the sampling proposed to demonstrate compliance during the discharge. KC Water may require additional sampling based on the risk profile of the discharge.

Laboratory conducting analyses:	
Laboratory certification (Missouri state certification, EPA / DoD ELAP, other):	



F. Chemicals and Materials On Site

List chemicals and materials on site that could enter the discharge during a spill, leak, or equipment failure. Identify actual chemical names and any applicable trade or product names. Trade names alone are not sufficient; use Safety Data Sheets or supplier information to identify chemical constituents. Attach Safety Data Sheets for listed materials.

Chemical / material	Use	Quantity on site	Storage location

F.1 Emergency spill response

Describe how a spill or unplanned release will be contained and reported. Refer to the Slug / Spill Discharge Notification Form and facility posting for KC Water contacts:

G. Required Attachments

- ☐ G.1 — Site plan showing discharge location, sampling point, source of water, and any pretreatment equipment
- ☐ G.2 — Site environmental assessment or historical use information (for construction dewatering and remediation projects)
- ☐ G.3 — Prior sampling data, if any (Section D.2)
- ☐ G.4 — Manufacturer specifications for any pretreatment equipment
- ☐ G.5 — Safety Data Sheets for chemicals on site (Section F)
- ☐ G.6 — Property owner consent, if applicant does not own the site (Section B.4)
- ☐ G.7 — Alternative billing arrangement, if established with RCD
- ☐ G.8 — Other (describe below)

Other attachments:



H. Authorized Representative and Certification

H.1 Authorized Representative

The signer must qualify as an Authorized Representative under Chapter 60 and applicable federal pretreatment requirements. See the Signatory Authority Delegation Form for eligibility and delegation requirements.

Authorized Representative name:	
Title:	
Phone:	
Email:	

H.2 Basis for Signatory Authority (check one)

- ☐ Responsible corporate officer
- ☐ Qualified manager of the regulated facility
- ☐ General partner or proprietor
- ☐ Duly authorized principal executive officer or ranking elected official (government facility)
- ☐ Duly authorized representative of one of the above (attach written authorization)

H.3 Certification

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.

H.4 Acknowledgement

In consideration of the granting of a wastewater discharge permit, the Applicant acknowledges and agrees to operate in accordance with the permit and all applicable pretreatment requirements, provide KC Water access for inspection and sampling, notify KC Water of any planned or unplanned changes affecting discharge, and pay all applicable fees and charges.

Name (typed or printed):	
Title:	
Signature:	
Date:	



Submittal

How to submit

Submit through the KC Water reporting platform when available for your facility. Otherwise, mail the signed original and attachments to:

KC Water Regulatory Compliance Division

2 NE 32nd St

Kansas City, MO 64116

Email courtesy copies to water.ipp@kcmo.org to expedite review; email does not replace the signed submittal.

Questions regarding the General Wastewater Discharge Permit Application should be directed to KC Water's Regulatory Compliance Division at water.ipp@kcmo.org or by phone at (816) 513-0600.