BMP PLAN TEMPLATE  
GENERAL PERMIT FOR EXCAVATION DEWATERING or   
GENERAL PERMIT FOR HYDROSTATIC AND AQUIFER PUMP TESTING

**Instructions**

To help you develop the narrative section of your construction site Best Management Practices (BMP) Plan, the Department of Environmental Conservation (DEC) created this electronic template designed to guide you through the BMP Plan development process and ensure your plan addresses all the necessary elements stated in the General Permit for Excavation Dewatering (AKG002000) and the General Permit for Hydrostatic and Aquifer Pump Testing (AKG003000). This template covers the BMP Plan elements required by the general permits; however, you must customize this template to reflect the conditions at your site. Completion of the BMP Plan template will assist with filing the Notice of Intent for permit coverage.

**Using the BMP Plan Template**

Each section of this template includes “instructions” and space for “project information.” You should read the instructions for each section as you complete the project information. This template was developed in Word so you can easily add tables and additional text. Some sections may require only a brief description while others may require more detailed explanations.

**Tips for Completing the BMP Plan Template**

Permittees should read the general permit and fact sheets before beginning to prepare the BMP Plan. The BMP Plan should be prepared once the project activities are clearly defined and the unique conditions of the project site, such as drainage patterns and soil conditions, are clearly understood. The BMP Plan should be completed before filing for permit coverage.

If there is more than one construction operator for your project, consider coordinating with other operators while developing your plan. Multiple operators may share the same plan, but make sure roles and responsibilities are clearly stated.

**While developing the BMP Plan, refer to:**

* DECs Excavation Dewatering, Hydrostatic/Aquifer Pump Test General Permits webpage at <http://dec.alaska.gov/water/wastewater/stormwater/dewater-hydrostatic/> for links to the general permits, contaminated sites data, instructions for filing for permit coverage, and links to other resource materials.
* Alaska Storm Water Guide at <http://dec.alaska.gov/water/wastewater/stormwater/guidance> for detailed information and guidance on erosion and sediment control measures.
* Notice of Intent (NOI) instructions at <http://dec.alaska.gov/water/wastewater/stormwater/apdesenoi/> for additional instructional materials.

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OPERATOR PLAN AUTHORIZATION/CERTIFICATION/DELEGATION  
(To be signed by Responsible Corporate Officer)

I state that based on my review this Best Management Practices (BMP) Plan meets the minimum requirements of the 2014 Alaska General Permit for *(SELECT ONE)* Excavation Dewatering (AKG002000) or Hydrostatic and Aquifer Pump Testing (AKG003000)and that the [Insert Operator name] has day-to-day operational control of the project site. [Insert Operator name] is responsible for the maintenance and implementation of the plan including inspections, documentation, and implementation at the site. [Insert Operator name] will notify all subcontractors of the requirement of this BMP Plan. [Insert Operator name] has operational control over the project specifications, including the ability to make changes to the project specifications.

I hereby designate [Insert Responsible Person(s) Name] as my authorized representative. This designee is responsible for the overall operations of the site and will be responsible for the implementation of the BMP Plan, compliance with the General Permit, selecting and implementing additional control measures as conditions warrant, and signing all inspection reports required.

I certify under penalty of law that this document and all attachments were prepared under direction of [Insert Operator name] in accordance with a system designed to assure that qualified personnel properly gathered and evaluated 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.

[Insert Operator name]

|  |  |  |
| --- | --- | --- |
|  |  | Click here to enter a date. |
| Signature |  | Date |
| Click here to enter text. |  | Click here to enter text. |
| Printed Name |  | Title |

# GENERAL INFORMATION

The operator is the entity that is conducting the excavation dewatering, hydrostatic testing, or aquifer pump testing activity and has responsibility for on-site operations necessary to assure compliance with the permit. A subcontractor assists the operator with operations. A storm water contact has primary responsibility for ensuring the BMP Plan is implemented on site and complies with the permit conditions. Not all construction sites will have subcontractors or a specific storm water contact.

Instructions: Identify permittee, any subcontractors, and stormwater contact. Repeat as necessary to include all operators and contractors.

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If necessary to change the Delegation of Authority, please reference and use the delegation of authority form.

<https://dec.alaska.gov/water/wastewater/stormwater/forms/#Dewater>

## OPERATOR(S)/CONTRACTOR(S)

Insert Company or Organization Name

Insert Name

Insert Address

Insert City, State, Zip Code

Insert Telephone Number

Insert Fax/Email

Insert Area of Control (if more than one operator at site)

## SUBCONTRACTORS, IF ANY

Insert Company or Organization Name

Insert Name

Insert Address

Insert City, State, Zip Code

Insert Telephone Number

Insert Fax/Email

Insert Area of Control (if more than one operator at site)

## STORM WATER CONTACTS

Insert Role or Responsibility

Insert Company or Organization Name

Insert Name

Insert Address

Insert City, State, Zip Code

Insert Telephone Number

Insert Fax/Email

# PROJECT/SITE INFORMATION

This section gathers all relevant project/site data together to assist with filing for permit coverage.

Instructions: In Section 2.2, briefly describe the general nature/scope of work, basic geographic information for your project site, each BMP to be implemented on site, and monitoring and reporting to be conducted.

If a project or site lacks a street address, indicate the general location of the site (e.g., Intersection of State Highways 1 and 2). Also, indicate nearest city.

The latitude and longitude of your project area can be determined in several different ways including using global positioning system (GPS) receivers, U.S. Geological Survey (USGS) topographic maps, and EPA’s web-based siting tools, among others.

Detailed information on determining your site’s latitude and longitude can be found using the Alaska DEC Contaminated Sites ArcGIS map and/or the Alaska DEC Impaired Waters ArcGIS map and using the tools in each map - Search (🔍) for an address or location, and the drop pin (⌖ ) location tools and using the “capture mode” for obtaining the latitude and longitude. For a listing of available maps see <http://dec.alaska.gov/das/gis/apps/>. For consistency, DEC requests that measurements be taken from the approximate center of the project area. Outfalls can be more location specific.

Example:



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## Project Information

|  |  |  |
| --- | --- | --- |
| Project/Site Name: | Insert Project and / or Site Name | |
| Estimated Project Start Date: | | Click here to enter a date. |
| Estimated Project Completion Date: | | Click here to enter a date. |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Project Location: | | Click here to enter text. | | | | | |
| City: | Click here to enter text. | | | State: | Alaska | Zip Code: | Click here to enter text. |
| Borough or Subdivision: | | | Click here to enter text. | | | | |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Latitude/Longitude | | | | | | |
| Latitude: | | Longitude: | | Units | | |
| \_\_ .\_\_\_\_\_\_ º N | | \_\_\_\_ .\_\_\_\_\_\_ º W | | (decimal, *5-6 place accuracy, preferred method)*  *(format, example: 61.216906 º N , -149.878994 º W*) | | |
| Method for determining latitude/longitude: | | | | | | |
|  | USGS topographic map  (specify scale: Click here to enter text.) | | | | EPA Web site | GPS |
|  | Other (please specify): | | Click here to enter text. | | | |

## Project Description

Insert Summary of Project Purpose/Need and Activities

## Dewatering Plan (Methods, Equipment, Timing, Etc.)

Insert Dewatering Plan Details

# DISCHARGE INFORMATION

Upland Discharge

An upland discharge occurs when the excavated water is released in an upland area that has soil types and topography necessary to allow the water to infiltrate the ground with no surface runoff to a water of the U.S. or waters of the state. If the discharge has the potential to runoff the project area (based on site conditions and discharge volume) and reach a water of the U.S. or waters of the state, DEC may consider it to be a water discharge.

Water Discharge

A water discharge occurs when the excavated water is released to a water of the U.S. or waters of the state. Receiving water bodies are the first bodies of water that the discharge will reach. If you discharge to more than one water body, please indicate all such waters. Waters of the U.S. or waters of the state include lakes, streams, creeks, rivers, wetlands, impoundments, estuaries, bays, oceans, and other surface bodies of water within the confines of the U.S. and coastal waters. Waters of the U.S. do not include man-made structures created solely for the purpose of wastewater treatment. If the water body is unnamed, use a format such as “unnamed tributary to Cross Creek”.

If you discharge into a municipal separate storm sewer system (MS4), you must identify the water body to which that portion of the MS4 discharges. That information should be readily available from the MS4 Operator. You must also obtain approval from the MS4 Operator prior to discharging into the MS4 storm drain system.

Contaminated Sites

Untreated water from dewatering operations may contain pollutants that, if discharged to a surface water or storm drain system, may exceed water quality standards of the receiving water. The intent of the permit is to prevent discharges from dewatering operations from contributing to the exceedance of water quality standards.

You must identify all “Active” and “Cleanup Complete Institutional Controls” sites and groundwater plumes within 1,500 feet of the dewatering location. To identify contaminated sites in the project area, refer to the DEC Contaminated Sites Program at <http://dec.alaska.gov/spar/csp.aspx> or <http://dec.alaska.gov/Applications/SPAR/PublicMVC/CSP/Search/> and Review the historical site information and identify all potential pollutants of concern that may be present and the site and extracted through the dewatering process.

**Instructions**: Briefly describe the discharge location, pollutants of concern, how they will be mitigated should they become entrained, receiving water bodies (if any), discharge flow rates, and land disposal site conditions, if applicable.

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## Location of Discharge

|  |  |  |
| --- | --- | --- |
| Water would discharge to | Water | Land |
| Do you have excavation dewatering activities located within 1,500 feet of any DEC identified contaminated sites either in “Active” or “Cleanup Complete-Institutional Controls”? | Yes | No |
| Do you have excavation dewatering activities located within 1,500 feet of a DEC identified “contaminated groundwater plume” with discharges to land or waters of the U.S. or waters of the state? | Yes | No |

## Pollutants of Concern

Click here to enter text.

## Receiving Water Bodies

Click here to enter text.

## Discharge Flow Rates

|  |  |  |
| --- | --- | --- |
| Maximum anticipated discharge flow rate: | Click here to enter text. | gallons per day |
| Average anticipated discharge flow rate: | Click here to enter text. | gallons per day |
| Total anticipated discharge: | Click here to enter text. | gallons |
| Discharge velocity at the end of pipe: | Click here to enter text. | feet per second |

## Land Disposal Site Conditions, if applicable

Soil Type(s) and Slopes (describe soil type(s) and current slopes; note any changes due to grading or fill activities): Click here to enter text.

Landscape Topography: Click here to enter text.

Drainage patterns (describe current drainage patterns and note any changes due to grading or fill activities): Click here to enter text.

Depth to groundwater: Click here to enter text. feet

Type of Existing Vegetation: Click here to enter text.

# BEST MANAGEMENT PRACTICES AND DETAILED SITE MAP

A BMP is a measure that is implemented to protect water quality and reduce the potential for pollution associated with stormwater runoff. BMPs include any program, technology, process, operating method, or device that controls, prevents, removes, or reduces pollution.

Instructions: Describe each BMP (structural and operational) and proposed treatment methodology for each identified pollutant of concern at the site.

Attach a detailed site map to scale that shows:

* Each discharge point
* Infiltration areas
* Drainage boundaries
* Flow direction of discharge water
* Location of all water of the U.S. on the site and those located within 2,500 feet of the site boundary
* Location of the BMPs to be implemented.

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## Best Management Practices (BMP)

BMP1: Insert description of BMP

BMP2: Insert description of BMP

BMP3: Insert description of BMP

Repeat as necessary.

## Treatment Methodology

How will the contaminate be mitigated should it become entrained during the Excavation dewatering process?

Click here to enter text.

# MONITORING

Instructions: Insert monitoring data describing the type of monitoring that would be conducted depending on the location of the discharge (i.e., to land or a water of the U.S.). Briefly describe any special reporting obligations and the plan for reporting the monitoring results to DEC. Delete or modify the tables below according to your site-specific monitoring requirements.

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## EFFLUENT MONITORING

### Upland Discharge

|  |  |  |  |
| --- | --- | --- | --- |
| Table ‑: Effluent Monitoring Requirements for Upland Discharges | | | |
| Effluent Parameter | Monitoring Location | Monitoring Frequency | Sample Type |
| Erosion | Point of Discharge | Daily | Visual |
| Sheen\* | Effluent | Daily | Visual |
| Flow Rate | Effluent | Daily | 24-hour Estimate or Measured |
| \*Discharge shall be free of any visible sheen. | | | |

### Water Discharge

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Table ‑: Monitoring Requirements for Water Discharges | | | | |
| Effluent Parameter | Monitoring Location | Monitoring Frequency | Sample Type | Sample Method |
| pH | Effluent and Upstream | Before Discharge and once per week | Grab | Field |
| Settleable Solids | Effluent and Upstream | Before Discharge and once per week | Grab | Field - see note 11 to 18 AAC 70.020(b) |
| Sheen | Effluent | Daily | Grab | Visual |
| Total Aqueous Hydrocarbons (TaqH)b | Effluent | Once a month | Grab | Lab – see note 7 to 18 AAC 70.020(b) |
| Total Aromatic Hydrocarbons (TAH)b | Effluent | Once a month | Grab | Lab Method 602 (plus xylenes) or EPA Method 624 – see note 7 to 18 AAC 70.020(b) |
| Total Flow | Effluent | Daily | 24-hour Estimate or Measured | Field |
| Turbidity (marine) | Effluent | Before Discharge and once per week | Grab | Field |
| Turbidity (freshwater) | Effluent | Before Discharge and once per week | Grab | Field |
| b. TaqH and TAH shall only be monitored if a visual sheen is detected in the daily discharge. Upon detection of a sheen the permittee shall notify DEC in accordance with Part 3.1.6, a sample for TaqH and TAH shall be collected at the frequency in Table 4 for the duration of the discharge, and corrective actions or treatment devices implemented to prevent an oily sheen. | | | | |

### Special Monitoring Requirements

Insert Special Monitoring, if any.

# REPORTING AND RECORDKEEPING

Instructions: Briefly describe the reporting and recordkeeping that would be conducted during and after the project. Copy and paste the below applicable permit requirements as needed.

6.4.1 The permittee must comply with the following recording and reporting requirements, as described in Appendix A, Standard Conditions unless specified in the body of the permit:

6.4.1.1 Retention of Records, Part 1.11.2;

6.4.1.2 Records Contents, Part 1.11.3;

6.4.1.3 Special Reporting Obligations, Part 2.0; and

6.4.1.4 Monitoring, Recording, and Reporting Requirements, Part 3.0.

* 6.2.1 Discharge Monitoring Report (DMR). Required effluent monitoring data for all discharges to waters of the U.S. shall be recorded on a DMR, or equivalent form, and submitted to DEC with the Notice of Termination (NOT, see Permit Part 7.0) at project completion, or if the project duration is greater than one year, submit to DEC Permitting Program address identified in Permit Appendix A, Part 1.1.1 no later than the 28th day of the month past the annual authorization issuance date. Reporting shall begin when the discharge begins. Reporting shall be done on the DMR form located at <http://dec.alaska.gov/water/compliance/permittee>.
* A permittee shall report any noncompliance event that may endanger health, or the environment as follows: 3.4.1 A report must be made:

*3.4.1.1 Orally within 24 hours after the permittee becomes aware of the circumstances, and*

3.4.1.2 In writing within five days after the permittee becomes aware of the circumstances. The e‑mail address to report noncompliance is: [dec-wqreporting@alaska.gov](mailto:dec-wqreporting@alaska.gov).

- Documents, reports, and plans required under the permit and Appendix A are to be sent to the following address:

State of Alaska Department of Environmental Conservation

Division of Water

Wastewater Discharge Authorization Program

555 Cordova Street Anchorage, Alaska 99501

Telephone (907) 269-6285

Fax (907) 269-3487

Email: [DEC.Water.WQPermit@alaska.gov](mailto:DEC.Water.WQPermit@alaska.gov)

* Documents and reports required under the permit and Appendix A relating to compliance are to be sent to the following address:

State of Alaska Department of Environmental Conservation

Division of Water

Compliance and Enforcement Program

555 Cordova Street Anchorage, Alaska 99501

Telephone Nationwide (877) 569-4114

Anchorage Area / International (907) 269-4114

Fax (907) 269-4604

Email: [dec-wqreporting@alaska.gov](mailto:dec-wqreporting@alaska.gov)

If it is necessary to submit a noncompliance notification to the Department please use this form <https://dec.alaska.gov/water/compliance/permittee/>

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## Recordkeeping

Insert Recordkeeping Plan

## Reporting

Insert Reporting Plan

Appendix A: **Example** Effluent Monitoring Log

DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_

NAME or OBSERVER: \_\_\_\_\_\_\_\_\_\_

OBSERVATIONS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(cont’d on reverse)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Date:** | **Initials** | **PARAMETER** | **METHOD** | **Sample Type** | **LIMIT** | **PASS/FAIL\*** | **Frequency** |
|  |  | Sheen/Discoloration | Visual | Visual | May not cause a visible sheen upon the surface of the water. |  | Daily |
|  |  | Odor | Olfactory | Olfactory | May not exceed concentrations that individually or in combination impart odor. |  | Daily |
|  |  | Erosion | Visual | Visual | No visible signs of erosion or sedimentation beyond the disposal area. Indicators of excess erosion include scour, gullying, head cutting, caving, block slippage, material sloughing, etc. |  | Daily |
|  |  | Total Discharge | Estimate | Estimate | XXX gpd |  | Daily |
|  |  | TAqH | EPA M.625M | Grab | 15 μg/L |  |  |
|  |  | TAH | EPA M.602/624 | Grab | 10 μg/L |  |  |
|  |  | VOCs | EPA M.8260D | Grab | Varies, see 18 AAC 75 Table C |  |  |
|  |  | GRO | AK101 | Grab | 2,200 μg/L |  |  |
|  |  | DRO | AK102 | Grab | 1,500 μg/L |  |  |
|  |  | RRO | AK103 | Grab | 1,100 μg/L |  |  |
|  |  | PAHs | EPA M.8270 SIM-PAH | Grab | Varies, see 18 AAC 75 Table C |  |  |

\* If effluent fails any parameter, discharge may not proceed and corrective action and system revalidation must take place.

**Observations (cont’d from reverse):**