How to Meet Ecology's Construction Stormwater General Permit Requirements:

A Guide for Construction Sites

Washington State Department of Ecology
Written by Jennifer Hennessey

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Background on the Permit

What is the Construction Stormwater General Permit?

The Department of Ecology implements the Federal Clean Water Act. Because of this federal law, Ecology's construction stormwater general permit is required for certain construction activities. The goal of the permit is to reduce or eliminate stormwater pollution and other impacts to surface waters from construction sites.

Construction site activities disturb the land and, when it rains, can create a lot of muddy, polluted stormwater. When this muddy stormwater runs off-site (also known as a discharge), it often causes sediment increases and alters the water chemistry in local streams, rivers, wetlands, and lakes. This lowers water quality and often harms the uses that humans, fish, and other wildlife rely upon.

This guide summarizes the requirements of the Construction Stormwater General Permit:

- which construction sites it applies to
- how to get a permit, and
- what the permit requires construction site operators to do.

In the back of this guide are useful forms, such as an application for permit coverage and a notice of termination. For more details on the 2005 Construction Stormwater General Permit, please read the final permit. A copy is available from Ecology or on our website at:

http://www.ecy.wa.gov/programs/wq/stormwater/construction/

Which Construction Sites Need to Apply for a Permit?

Construction activities that require this permit are **any land disturbing activities such as clearing, grading, excavating, and/or demolition** that:

1. Disturb **one or more acres of land area**

OR

2. Are "part of a ***larger common plan of development or sale*"** that will ultimately disturb one or more acres of land

AND

3. **Discharge stormwater** from the site into ***state surface water(s)*** or into storm drainage systems, which discharge to state surface waters.

Ecology can also require a permit for any size construction site, if it determines the site is a **significant contributor of pollutants** to waters of the state.

Construction activities that require a permit also include clearing forested areas, if the clearing is in preparation for construction activities.

Definitions

Larger common plan of development or sale: An area where multiple, separate and distinct construction activities may be taking place on different schedules under one plan. In a larger common plan, the disturbed area of the entire plan is used to determine if a permit is required.

Surface waters of the state: include wetlands, ditches, rivers, unnamed creeks, rivers, lakes, estuaries, and salt water. Most construction sites discharge to waters of the state.

Exemptions to the Permit

The following types of sites and activities do not require a permit:

- Construction activity for routine maintenance of an original line and grade, hydraulic capacity, or the facility's original purpose.

- Sites that retain all stormwater on site. For example, if all stormwater is discharged to the ground through infiltration basins, dry wells, drain fields, or other means of discharge into the ground.

- Construction sites on federal land or Indian Reservations, except for construction on the Puyallup Indian Reservation.

- Forestry activities such as nurseries, reforestation, thinning, prescribed burning, or timber harvesting that are NOT part of preparation for construction.

- Sites covered by an existing NPDES individual permit for stormwater discharges.

- Sites covered by an erosivity waiver (see below).

Low Rainfall Erosivity Waiver

Sites under five acres may be exempt from the permit, if the site meets the Low Rainfall Erosivity Waiver conditions below:

✓ The erosivity factor during the project is less than five according to a calculator found online at: http://ei.tamu.edu/.

✓ Construction disturbance starts and finishes within the following timelines for the different areas of the state.

- West of the Cascades Crest: June 15 - September 15 of the *same year*.
- East of the Cascades Crest, except the Central Basin: June 15 - October 15 of the *same year*.
- The Central Basin, east of the Cascades Crest: no time restrictions apply. The Central Basin is an area of Central Eastern Washington with less than 12 inches of precipitation per year (see Region 2 on the map attached to the erosivity waiver form).

✓ If construction extends beyond this period, the owner or operator must follow public notice requirements and apply for a stormwater permit.

✓ Project disturbs less than five acres of area. If part of a common plan, the total land area disturbed must be less than five acres.

The low rainfall erosivity waiver:

- Does not apply to non-stormwater discharges such as wastewaters and hydrostatic test waters;
- Only applies to the requirements of this permit;
- Does not replace the authority of other local agencies; and
- Is not available for sites determined to be a significant contributor of pollutants or sites excluded from this permit, such as sites with post-construction discharges.

The construction site operator must apply for a low rainfall erosivity waiver at least **one week prior** to beginning land disturbance.

Who Needs to Apply?

The operator of the construction site must apply for permit coverage. The operator can be either the party with operational control over construction plans and specifications or the party in charge of day-to-day activities related to the ***Stormwater Pollution Prevention Plan (SWPPP)***. The operator, also known as the permittee, is responsible for applying and following the terms of the Construction Stormwater General Permit.

All municipal governments must apply for permit coverage for construction projects with one acre or more of disturbed area that discharge stormwater to state waters.

Stormwater Pollution Prevention Plan (SWPPP):
A document that reflects the specific practices, physical structures and plans on the construction site that will prevent discharges of turbid or polluted stormwater to waters of the state.

Stormwater discharging from a pipe outflow

Individual Stormwater Permits

If local conditions indicate that the general permit will be ineffective to protect water quality, Ecology may require a construction site to obtain an individual stormwater permit. An individual permit is written specifically for the site. Contact your local regional office for more information (see page 13).

You must get Ecology's stormwater permit even if you already have permits from your local government. Ecology's permit does not replace more stringent requirements by local government.

A Stormwater Pollution Prevention Plan (SWPPP) uses many different practices on the construction site to prevent erosion and pollution of stormwater runoff.

At this construction site, several practices are in place including: a terraced and revegetated slope, silt fences, and covered soil with straw and hydro-seeding.

What does the Permit Require?

1. Apply for Coverage
2. Develop and Use a Stormwater Pollution Prevention Plan
3. Pay Permit Fees
4. Monitor Stormwater and Inspect Best Management Practice's
5. Record and Report Results
6. Terminate the Permit

1. Applying for Permit Coverage

In order to receive coverage by the *2005 Construction Stormwater General Perm*it you must follow these steps:

Submit a completed Notice of Intent (NOI) Application

The NOI is the official permit application, which requests information about your site. Submit your NOI prior to the first public notice (see below) and **at least 60 days prior to discharging stormwater.** If your operation is located in Seattle, King County, Tacoma, Pierce or Clark Counties, you must also submit a copy of your NOI to that jurisdiction. See the back of this guide for copy of the NOI form.

You are ***not required*** **to submit a copy of your SWPPP along with your application. Your SWPPP must be finished before you begin construction.**

Public Notice

As part of obtaining a permit, you are required to publish two public notices. The applicant must publish a public notice one time each week, for two weeks in a row, with 7 days between publishing dates. You must place the public notice in a newspaper that has general circulation in the county where the construction will take place. A 30-day public comment period begins after you publish the second notice. Unless notified by Ecology, **your permit coverage begins 31 days after the second notice is published.**

The public notice must include the following information:

- ✓ The name and address of applicant
- ✓ The name, address or location description of the construction site
- ✓ A description of the applicant's construction activities and areas from which a stormwater discharge will occur, and
- ✓ The name(s) of receiving water(s). If the discharge will be to a storm sewer,

Sample Public Notice

Applicant XYZ Construction Company, 555 Sunny Ave, Anywhere, WA 98000, is seeking coverage under the Washington State Department of Ecology's Construction Stormwater NPDES and State Waste Discharge General Permit.

Any person desiring to present their views to the Department of Ecology regarding this application, or interested in the Department's action on this application may notify the Department of Ecology in writing within 30 days of the last date of publication of this notice. Comments can be submitted to: Department of Ecology, PO Box 47696, Olympia, WA 98504-7696, Attn: Water Quality Program, Construction Stormwater.

The proposed 150-acre residential project, known as Clearview Heights, is located on the corner of 55th and Sunny Ave, in the city of Anywhere. Approximately 120 acres will be disturbed for construction of stormwater facilities, roads, utilities, sidewalks, a park, and single-family homes. Stormwater will be collected in an on-site detention system and bio-filtration swale, prior to discharge to Anywhere Creek and Wetlands. The wetlands will be protected by established buffers. A pre-developed discharge rate of stormwater will flow to the wetlands.

Any person desiring to present their views to the Department of Ecology regarding this application, or interested in the Department's action on this application may notify the Department of Ecology in writing within 30 days of the last date of publication of this notice. Comments can be submitted to: Department of Ecology, PO Box 47696, Olympia, WA 98504-7696, Attn: Water Quality Program, Construction Stormwater. (Dates of publication in the Anywhere Times, August 10 & August 18, 2005.)

include the name of the storm sewer operator.

- ✓ The statement: "Any person desiring to present their views to the Department of Ecology regarding this application, or interested in the Department's action on this application may notify the Department of Ecology in writing within 30 days of the last date of publication of this notice. Comments can be submitted to: Department of Ecology, PO Box 47696, Olympia, WA 98504-7696, Attn: Water Quality Program, Construction Stormwater."

2. Developing and Using a Stormwater Pollution Prevention Plan

The permit requires you to develop and use a Stormwater Pollution Prevention Plan (SWPPP). The purpose of a SWPPP is to reduce or eliminate erosion and prevent stormwater pollution from your site. **The most important part of the SWPPP is designing, installing, and maintaining *Best Management Practices (BMPs).*** You must update and maintain the SWPPP throughout the life of the construction project.

You can apply for a permit prior to completing your SWPPP. However, your SWPPP must be complete before you break ground. You must **install and maintain appropriate and adequate BMPs** prior to beginning construction and throughout the construction project.

You must keep the SWPPP onsite. You also need to designate a contact person who will be available 24 hours a day to respond to inquiries and inspections by Ecology.

> ***Best Management Practices (BMPs):***
> The specific practices and physical structures used on the construction site to prevent pollution of stormwater runoff.

Overview of SWPPP requirements

This section provides a brief overview of the objectives, contents and requirements of the Stormwater Pollution Prevention Plan (SWPPP) as set out in the general permit. For more details on specific Best Management Practices (BMPs) refer to the *2005 Construction Stormwater General Permit* and Ecology's two Stormwater Management Manuals.

Objectives of the Stormwater Pollution Prevention Plan

- ✓ Use Best Management Practices (BMPs) for identifying, reducing, eliminating, or preventing sediment and erosion problems on-site.
- ✓ Prevent violations of surface and ground water quality and sediment management standards.
- ✓ Prevent impacts to receiving waters from peak rates and volumes of stormwater runoff.

What needs to be in the SWPPP?

The SWPPP must contain a narrative and drawings including:

- ✓ Information on the site topography, drainage, soils, and vegetation
- ✓ Potential erosion problem areas
- ✓ Types of BMPs used to address the SWPPP requirements and their locations
- ✓ Construction phasing and sequence
- ✓ Your actions in the event that BMPs do not meet performance criteria. An example is preventing soil erosion through additional soil stabilization.
- ✓ Engineered calculations for designed structures such as retention ponds
- ✓ Site log book

What's required in a SWPPP?

The permit requires the following 12 elements be included and addressed in the SWPPP. This section provides a brief summary of SWPPP requirements. If specific site conditions make certain elements unnecessary, the operator must provide written evidence in the SWPPP explaining why the elements are not needed.

The Twelve Elements of a SWPPP

1. Preserve vegetation and mark clearing limits

   Protect natural vegetation and trees. Use vegetated buffers.

   Before grading, mark clearing limits and sensitive areas for protection.

2. Establish construction access

   Reduce vehicle access points and stabilize entrance with crushed rock or similar material.

   Minimize mud and dirt tracked onto paved roads. Clean road surfaces on a regular basis. Shovel and sweep mud off roadway.

*This muddy ramp is **NOT** a good access point for construction vehicles. The mud tracked onto streets will wash out in stormwater. Instead, use crushed rock pads to stabilize entrances.*

3. Control flow rates

   Protect properties and waterways downstream from the site from impacts of stormwater runoff. Reducing flow and preventing erosion are two ways to do this.

4. Install sediment controls

   Pass stormwater through a sediment pond, sediment trap, filter or other equivalent measure **before it leaves** the site or enters drain inlets.

   Construct sediment ponds, traps, perimeter dikes, sediment barriers and silt fences as first step in grading.

5. Stabilize soils

   Soil stabilization includes temporary and permanent seeding, mulching, geotextiles, erosion control fabrics, and sod stabilization.

An example of stabilizing stockpiles with plastic and hydro-seeding.

6. Protect slopes

Divert runoff around slopes and disturbed areas with pipe slope drains.

Design and construct cut and fill slopes to minimize erosion. Methods may include terracing and diversions, and reducing steepness.

An example of slope stabilization of exposed dirt using straw and plastic.

7. Protect drain inlets

Protect all operable storm drain inlets from sediment.

Clean and remove sediment from inlet protection devices when they fill to 1/3 of their capacity.

8. Stabilize channels and outlets

Stabilize drain outlets, adjacent stream banks, slopes and channels with armoring such as rocks or gravel.

9. Control pollutants

Prevent chemicals and other pollutants from contact with stormwater. Handle and dispose of pollutants properly. Typical pollutants include: waste materials, chemicals, liquid products, petroleum products, oil, demolition debris, and batteries.

Prevent or treat contamination of stormwater runoff by alkaline sources such as: bulk cement, cement kiln dust, fly ash, and water used to wash and cure concrete.

Obtain written approval from Ecology prior to using chemical treatment other than CO_2 to adjust pH.

10. Control de-watering

Carefully control de-watering. If you have muddy or contaminated de-watering water, then treat it separately from other stormwater runoff.

11. Maintain BMP's

Regularly inspect, maintain and repair all BMPs. Inspect erosion and sediment control BMPs at least once every seven days and within 24 hours after any discharge from the site.

Remove all temporary erosion and sediment BMPs within 30 days of final site stabilization. Remove or stabilize on-site trapped sediment.

12. Manage the project

Construct projects in phases when possible.

The goal of this permit is to reduce or eliminate stormwater pollution and other impacts to surface waters from construction sites. Having all of the twelve elements in the SWPPP **and implementing those elements** will help you meet this goal and keep you in compliance with this permit.

Avoid discharges of polluted stormwater runoff like this one. Minimize soil erosion and other pollution by using and maintaining appropriate BMPs.

SWPPP template

You can produce your own SWPPP using the Ecology SWPPP template. This template is available online in Microsoft Word format. The template steps you through the required elements of a SWPPP. You can fill in your specific site information in various stages and save it as your own final SWPPP document. It is important to follow the instructions for setting up Word prior to downloading the template. To download the template and instructions, visit the construction website:

http://www.ecy.wa.gov/programs/wq/stormwater/construction

Stormwater management manuals

Ecology developed two manuals, one for western Washington and one for eastern Washington. These manuals provide more specific erosion control and pollution prevention guidance to developers, engineers, and construction contractors. These manuals contain the specific information you need to meet all required SWPPP elements.

To get a copy of the manual:

- **Download from the web at:**

Western Washington
http://www.ecy.wa.gov/programs/wq/stormwater/manual.html

Eastern Washington
http://www.ecy.wa.gov/pubs/0410076.pdf

- **For a CD or printed copy, mail a check or money order to:**

Washington State Department of Printing
PO Box 798
Olympia, WA 98507-0798

Include your name, mailing address, phone number, and the name of the publication (Stormwater Manual, specify which one). Allow two weeks for delivery. If you have questions about ordering the manual, call Department of Printing at: 360-753-6360.

Prices
CD = $14.78 (includes files showing the changes from the 2001 version).
Manual = $65.23
Manual & CD = $72.42

3. Pay Permit Fees

There is no application fee. However, state law requires all permittees to pay an annual permit fee. Fees are set by state regulation. The minimum annual permit fee is $353, but the fee is higher for larger disturbance areas. Ecology will bill permittees soon after receiving their permit. After the first bill, Ecology will bill permittees annually. Call Bev Poston, Fee Administrator, at 360-406-6425 with any questions regarding fees.

4. Monitor Stormwater and Inspect BMP's

The permit requires permittees to perform stormwater sampling on a weekly basis when and where stormwater and authorized non-stormwater discharges off site. Ecology is developing a monitoring guide called *How to Do Stormwater Monitoring: A guide for construction sites*. For more details on where and how to perform stormwater sampling, consult this guide. When it is finished, Ecology will post the monitoring guide on its web site and have it available for ordering.

All permittees must also perform visual site inspections of their BMPs to ensure they are functioning correctly. Conduct site inspections of all BMPs weekly and within 24 hours of any discharge from the site. The permittee must modify the SWPPP, if inspections show: 1) BMPs are not working as intended or 2) the SWPPP is, or would be, ineffective in preventing or minimizing soil erosion that will lead to a discharge of polluted stormwater.

Beginning **October 1, 2006, a Certified Erosion and Sediment Control Lead (CESCL) must conduct the site inspections** for sites one acre or larger. Ecology has a list of approved CESCL training courses. See Ecology's website for CESCL course contact information.

The permit requires you to keep a site log book containing the results of all site inspections, stormwater sampling and other SWPPP records on-site or readily accessible.

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*Construction sites 5 acres and over must begin **sampling** stormwater on October 1, 2006.*

*Construction sites 1 acre and larger, but less than 5 acres do not need to begin **sampling** stormwater until October 1, 2008.*

The permit also phases-in stormwater sampling requirements. Depending on the size of the construction site, you will have different required sampling methods and start dates. See table below for details.

Table 1. Stormwater Sampling

Size of Soil Disturbance	Sampling w/ Turbidity Meter	Sampling w/ Transparency Tube	pH sampling
Less than 1 acre	No	No	No
1 to 5 acres	Beginning October 1, 2008 Yes, either meter or tube	Beginning October 1, 2008 Yes, either meter or tube	Beginning October 1, 2008 Yes
5 acres or more	Beginning October 1, 2006 Yes	No	Beginning October 1, 2006 Yes

5. Recording and Reporting Results

Record data

The person conducting stormwater sampling needs to record the results of stormwater monitoring. For each measurement, record the following information:

- Date, place, method, and time of sampling or inspection
- Name of the person doing the sampling or inspection
- Observations made during inspections
- Any maintenance performed
- Dates that samples were analyzed
- Analytical method used
- Result of analysis

Monthly report to Ecology

Permittees required to conduct sampling must submit a monthly discharge monitoring report (DMR) to Ecology. If you have no discharges during the month, you must still submit a form stating "no discharge." An electronic version is on Ecology's Construction Stormwater web site:

http://www.ecy.wa.gov/programs/wq/stormwater/construction/

You can also submit a paper version of the DMR located in the back of this guide. Send reports by mail to:

Department of Ecology
Water Quality Program
Construction Stormwater
PO Box 47696
Olympia, WA 98504-7696

Ecology must receive DMRs within 15 days after the end of each month. If the permittee monitors more frequently than required by the permit, these results also need to be submitted in the DMR.

Phone report of high turbidity

The permittee must call their Ecology regional office within 24 hours of analysis if either:

- Turbidity measurements is 250 NTU or greater

Or

- Transparency is 6 cm or less

Keep records for three years

Keep all monitoring information, the SWPPP, and all other documentation of compliance with permit requirements throughout the construction project and for at least 3 years after the permit is terminated.

The SWPPP and site log book must be kept onsite. Designate a contact person who will be on-call 24 hours a day.

6. Terminate Upon Completion

You can terminate your permit, once you have:

1) Stabilized all soils with permanent vegetative cover (or the equivalent)
2) Eliminated construction-related stormwater, and
3) Removed all temporary BMPs.

Permit fees will continue until Ecology receives a completed Notice of Termination form and the Notice of Termination is granted.

You can also terminate your permit, if all portions of the permitted construction site have been transferred to other operators.

A Notice of Termination (NOT) form is located in the back of this guide. Send the completed NOT to the same address as the monthly reports (see left). Termination is effective when Ecology receives the form, unless Ecology notifies you in writing

within 30 days that your termination is denied because you have not met the conditions for termination (see above).

How do I transfer coverage under the permit?
If you are in compliance with your permit and another operator is managing the remainder of the project, you may modify or transfer coverage of your permit.

You need to fill out and submit a Transfer Form and an updated permit application to Ecology. You can find a transfer form in the back of this guide or download a copy from the web.

You may also transfer a portion of your operation with a partial transfer. The partial transfer option is located on the same Transfer form.

Additional Resources

Web Resources

All forms and additional information will be accessible online at Ecology's construction web site:
http://www.ecy.wa.gov/programs/wq/stormwater/construction/

You can also search for specific publications by number or name at:
http://www.ecy.wa.gov/biblio/wq.html

Certified Erosion and Sediment Control Lead (CESCL) courses:
http://www.ecy.wa.gov/programs/wq/stormwater/certified_erosion_and_sediment_c.htm

Contact Ecology

For questions on the application or other forms:
Seattle, Kitsap, Pierce, Thurston
Charles Gilman
360-407-7451
chgi461@ecy.wa.gov

Island, King, San Juan
Elaine Worthen
360-407-7229
ewor461@ecy.wa.gov

Adams, Asotin, Columbia, Franklin, Ferry, Garfield, Grant, Lincoln, Pend Oreille, Skagit, Snohomish, , Spokane, Stevens, Walla Walla, Whatcom, Whitman
Carrol Johnston
360-407-6437
lmat461@ecy.wa.gov

Benton, Chelan, Clallam, Clark, Cowlitz, Douglas, Grays Harbor, Jefferson, Kittitas, Klickitat, Lewis, Mason, Okanogan, Pacific, Skamania, Wahkiakum, Yakima
Joyce Smith
360-407-6858
josm461@ecy.wa.gov

For questions about permit fees:
Bev Poston
Phone: 360-407-6425
Email: bpos461@ecy.wa.gov

For questions about a specific construction site, call the regional or field office that covers your county. Ask for a stormwater inspector, when you call.

Bellingham Field Office 360-738-6250
Whatcom

Central Regional Office 509-575-2490
Benton, Chelan, Douglas, Kittitas, Klickitat, Okanogan, Yakima

Eastern Regional Office 509-329-3400
Adams, Asotin, Columbia, Ferry, Franklin, Garfield, Grant, Lincoln, Pend Oreille, Spokane, Stevens, Whitman

Northwest Regional Office 425-649-7000
Kitsap, King, Island, San Juan, Skagit, Snohomish

Southwest Regional Office 360-407-6300
Clallam, Grays Harbor, Jefferson, Lewis, Mason, Pacific, Pierce, Thurston

Vancouver Field Office 360-690-7171
Clark

Forms

Send all completed forms to:

Department of Ecology
Water Quality Program
Construction Stormwater
PO Box 47696
Olympia, WA 98504-7696

NOTICE OF INTENT (NOI) APPLICATION FORM

Construction Stormwater General Permit

Check if applicable:

☐ Change/Update Permit Information

☐ Modification of Permit Coverage

Permit #WAR_____

Please print or type legibly all sections of this application.

I. Operator/Permittee **Operator: Person who has operational control over plans and specifications and/or has day-to-day operational control of activities which ensure compliance with permit conditions.**			**II. Site Owner** **(If different than Operator/Permittee)**		
Name			Name		
Company			Company		
Unified Business Identifier (UBI) *Individuals without a UBI, enter none or non-applicable.*			Unified Business Identifier (UBI) *Individuals without a UBI, enter none or non-applicable.*		
Mailing Address			Mailing Address		
PO Box (Optional)			PO Box (Optional)		
City	State	Zip	City	State	Zip
Phone No. Business Cell	Ext.		Phone No. Business Cell	Ext.	
E-mail (Optional) Fax No. (Optional)			E-mail (Optional) Fax No. (Optional)		

III. On-site Contact Person **Same as Certified Erosion & Sediment Control Lead**			**IV. Billing Information**		
Name			Name		
Title			Title		
Company			Company		
Mailing Address			Mailing Address		
PO Box (Optional)			PO Box (Optional)		
City	State	Zip	City	State	Zip
Phone No. Business Cell	Ext.		Phone No. Business Cell	Ext.	
E-mail (Optional) Fax No. (Optional)			E-mail (Optional) Fax No. (Optional)		

V. Site Location		VI. Site Information
Site/Project Name		Total size of site: acres
Street Address or Location Description (*If the project or site lacks a street address, indicate the general location of the site (e.g., Intersection of Highways 61 and 34))* Type of project (Road, utilities, subdivision, private home, commercial, etc.)		Total area of soil disturbance: _____ acres *(Enter the estimated total area to be disturbed during the life of the project, including grubbing, excavation, grading, utilities and infrastructure installation. Note: 1 acre = 43,560 ft^2* How many cubic yards of concrete will be poured? _____ yd^3 How many cubic yards of recycled concrete will be used? _____ yd^3 How many cubic yards of engineered soils (CTB, CKD, etc.) will be used? _____ yd^3
City (or nearest city) County	Zip	Estimated project start-up date: Estimated project completion date:

Record the latitude and longitude of the site. * *Record the latitude and longitude of main entrance to the site. For projects without a main entrance (pipelines, roads, etc.), record approximate center of site.*

	degrees,	minutes,	seconds			degrees,	minutes,	seconds	
Latitude	°	'	"	N	Longitude	°	'	"	W

** For assistance with latitude and longitude refer to:* ***http://cfpub1.epa.gov/npdes/stormwater/latlong.cfm*** ***or*** ***www.topozone.com*** *or* ***http://www.epa.gov/tri/report/siting_tool/index.htm.***

VII. Discharge/Receiving Water Information

Discharge: Does your construction site's storm water discharge to:

☐ A stormwater infiltration structure with discharge to ground water? (e.g., infiltration pond, dry well, regional detention basin, etc.)

☐ Directly or indirectly to a surface water body/water bodies (e.g., via storm drain system, roadside ditch, pipe, etc.)? Provide locations below or attach separate sheet, if necessary.

Does your project include dewatering? ☐ Yes ☐ No
Dewatering plans and discharge locations must be included in the Stormwater Pollution Prevention Plan.

Some large construction projects (subdivisions, roads, pipelines, etc.) may discharge to several water bodies. If the map does not provide a name of a creek or tributary, use a format such as "unnamed tributary to Bull Run Creek. Please indicate the name of the receiving water body. (Attach a separate list for multiple water bodies.)

Are any of the water bodies designated as water quality impaired?* (i.e., is the water body 303(d) listed or have a TMDL for turbidity, fine sediment, phosphorus or pH)?. ☐ Yes ☐ No
** For information on impaired water bodies,*
http://www.ecy.wa.gov/programs/wq/stormwater/construction/impaired.html

Location of Discharge to Receiving Water

Enter the water body name, latitude/longitude* of the point(s) where the site discharges to the receiving water body (enter all locations).

Receiving Water Body	Latitude degrees, minutes, seconds	Longitude degrees, minutes, seconds
	° ' N	° ' W
	° ' N	° ' W
	° ' N	° ' W
	° ' N	° ' W
	° ' N	° ' W

* *For assistance with latitude and longitude refer to:* ***http://cfpub1.epa.gov/npdes/stormwater/latlong.cfm*** *(**or*** ***www.topozone.com**)* *or* ***http://www.epa.gov/tri/report/siting_tool/index.htm***

VIII. Stormwater Pollution Prevention Plan (SWPPP)

Has a SWPPP been developed that includes a narrative and drawings? ☐ Yes ☐ No

If NO, the SWPPP must be completed prior to start of construction.

IX. State Environmental Policy Act (SEPA)

SEPA requirements must be complied with prior to submittal of the stormwater permit application. If exempt, provide documentation that justifies SEPA exemption.

Has SEPA been complied with? ☐ Yes ☐ No ☐ Exempt Date of SEPA compliance

X. Public Notice

The public notice must be published at least ***once*** each week for ***two*** consecutive weeks, in a ***single*** newspaper of general circulation in the county in which the construction is to take place. See the NOI instructions for the public notice language requirements. Permit coverage will not be granted sooner than ***31 days*** after the date of the second public notice.

Note: Submit the NOI and public notice to Ecology before the date of the first public notice. You may fax the NOI and public notice to (360) 407-6426. You can also attach a copy of the public notice to this form.

Provide the exact dates (mm/dd/yy) that the first and second public notices will appear in the newspaper:

Date of the first notice _____/_____ /_____

Date of second notice _____/_____ /_____

Name of the newspaper that will run the public notices: _____

Ecology does not require the submittal of the affidavit of publication.

Complete the above public notice information or provide a copy of the notice to be published.

PUBLIC NOTICE TEMPLATE

_____ *(Name of operator/permittee)*

_____ *(Address of owner or % representative)* is seeking coverage under the Washington Department of Ecology's NPDES General Permit for Stormwater Discharges Associated with Construction Activities.

The proposed _____ *(total acres)* project, known as _____ *(project name)* is located at _____*(street address, intersection, crossroads, or other descriptive site location) in* _____ *(name of nearest city)*. Approximately _____ (*number of disturbed acres*) will be disturbed for construction of _____*(project type)*.

(List all construction activity, e.g., clearing, grading, stockpiling (approx yd^3. and location), importing/exporting materials (yd^3), demolition, grading, stormwater facilities, roads, utilities, number buildings/homes and type, sidewalks, landscaping.) Stormwater will be _____ *(Brief description of how the stormwater will be cleaned and controlled)* prior to discharging _____ *(Describe the direction of the stormwater flows; include distance to receiving waters. List wetlands, unnamed and named receiving waters and storm drains; clearly identify buffer location and widths used to protect sensitive water bodies.)*

Any persons desiring to present their views to the Department of Ecology concerning this application may notify Ecology in writing within 30 days from the last date of publication of this notice.

Comments may be submitted to: Washington Department of Ecology
Water Quality Program
Stormwater Unit - Construction
PO Box 47696
Olympia, WA 98504-7696

XI. Certification of Permittees

"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 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."

_____ _____
Operator's Printed Name * Title

_____ _____
Operator's Signature * Date

***** Federal regulations require this application to be signed as follows:

A. For a corporation, by a principal executive officer of at least the level of vice president;
B. For a partnership or sole proprietorship, by a general partner or the proprietor, respectively; or
C. For a municipality, state, federal, or other public facility, by either a principal executive officer or ranking elected official.

Please sign and return this document to the following address: Washington Department of Ecology
Water Quality Program
Construction Stormwater Unit
PO Box 47696
Olympia, WA 98504-7696

If you have any questions, please call:

- (360) 407-7451 Charles Gilman for city of *Seattle* or counties: *Kitsap, Pierce, Thurston*
- (360) 407-7229 Elaine Worthen for counties: *King, Island, San Juan*
- (360) 407-6437 Carrol Johnston for counties: *Whatcom, Skagit, Snohomish, Ferry, Stevens, Pend Oreille, Lincoln, Spokane, Grant, Adams, Whitman, Franklin, Walla Walla, Columbia, Garfield, Asotin*
- (360) 407-6858 Joyce Smith for counties: *Okanogan, Chelan, Douglas, Kittitas, Yakima, Benton, Klickitat, Skamania, Clark, Cowlitz, Wahkiakum, Lewis, Pacific, Grays Harbor, Mason, Jefferson, Clallam*

If you require this document in an alternative format, please contact the Water Quality Program at (360)-407-6401. Persons with hearing loss can call 711 for Washington Relay Service. Persons with a speech disability can call 877-833-6341. Ecology is an Equal Opportunity Agency.

Notice of Termination Form

Construction Stormwater General Permit

Permit # WAR _____

Use this form to end permit coverage for the entire project.

I. OPERATOR (Permittee)

Contact Name		Phone No.
Title		
Company		
Mailing Address		
City	State	Zip + 4
Email address Alternate contact: Name Email	Fax No. Phone # Cell phone #	

II. SITE OWNER

Owner's Name		Phone No.
Title		
Company Name		
Mailing Address		
City	State	Zip
Email address Alternate contact: Name Email	Fax No. Phone # Cell phone #	

III. SITE LOCATION/ADDRESS

Site Name		
Street Address (or Location Description)		
City (or nearest city)	State	Zip + 4
County		
Provide legal description if no address for site (attach separate sheet if necessary).		
Disturbed Acres: _____	**Name of receiving waters: _____**	

IV. BILLING ADDRESS

Contact Name		Phone No.
Title		
Company Name		
Mailing Address		
City	State	Zip + 4

V. CONSTRUCTION ACTIVITY-Termination

The site is eligible for termination by one or both of the following methods: Check all that apply:

☐ The site has undergone final stabilization. The operator has: permanently stabilized all exposed soils, removed all temporary BMPs, and eliminated all stormwater discharges associated with construction activity.

☐ All portions of the site, which have not undergone final stabilization (Permit Condition S10.A.1) have been sold and/or transferred (Permit Condition G9), and the Permittee no longer has operational control of the construction activity.

VI. CERTIFICATION OF PERMITTEE(S). Please read the certification statement carefully before signing.

"I certify under penalty of law that all stormwater discharges associated with construction activity from the identified site that are authorized by the National Pollution Discharge Elimination System (NPDES) and State Waste Discharge general permit have been eliminated, or that I am no longer the permittee for this site. I understand that by submitting this Notice of Termination that I am no longer authorized to discharge stormwater associated with construction activity by the general permit, and that discharging pollutants in stormwater to waters of the State of Washington is unlawful under the Clean Water Act where the discharge is not authorized by a NPDES permit. I also understand that the submittal of this Notice of Termination does not release the permittee from liability for any violations of this permit or the Clean Water Act."

_____
Operator Printed/Typed Name and Title

_____
Date

_____
Operator Signature

_____
Date

Instructions for Notice of Termination Form

The permittee of the site must submit a Notice of Termination to the Department of Ecology: when (1) all stormwater discharges from a construction site are eliminated and the site has undergone final stabilization, or (2) the site has been transferred to a different operator(s). The permit fees will continue until Ecology receives this notice.

1. Permit Number	Enter the permit number for the facility.
2. Operator (Section I)	Give the name, address, and telephone number of the person who is responsible for the permit.
3. Owner (Section II)	Give the name, and the address of the person, company, firm, public corporation, municipality or any other entity, which owns or legally represents the site.
4. Site Address (Section III)	Enter the street address or location description, including the city or nearest city and county for the construction site. Construction sites which do not have a street address must also provide a legal description in the space provided or as an attachment.
5. Billing Address (Section IV)	Indicate where the final fee invoice should be sent.
6. Acreage	Provide number of disturbed acres in the project.
7. Construction Activity (Section V)	Indicate that all stormwater discharges associated with construction activity are eliminated, and final stabilization of all exposed soils is completed. Or, indicate that the permit has been transferred to another responsible party(ies) for management and provide the information required on the Transfer of Coverage form.
8. Receiving Waters	Provide named and unnamed receiving waters (including wetlands and storm drains).
9. Certification of Permittee(s) (Section VI)	Read this statement carefully. The operator or authorized representative of the operator must print his or her name for clarity, then sign and date the document on the lines provided. Refer to General Condition G2 in the permit for signatory requirements.

Submit the Notice of Termination to:

Department of Ecology
Stormwater Unit – Construction
PO Box 47696
Olympia, WA 98504-7696

Note: Confirmation of termination requests will be sent 30 days from date of receipt.

Questions

For questions concerning proper completion of this form, contact the Department of Ecology:

- 360-407-7451 Charles Gilman for city of Seattle or counties: Kitsap, Pierce, Thurston
- 360-407-7229 Elaine Worthen for counties: King, Island, San Juan
- 360-407-6437 Carrol Johnston for counties: Whatcom, Skagit, Snohomish, Ferry, Stevens, Pend Oreille, Lincoln, Spokane, Grant, Adams, Whitman, Franklin, Walla Walla, Columbia, Garfield, Asotin
- 360-407-6858 Joyce Smith for counties: Okanogan, Chelan, Douglas, Kittitas, Yakima, Benton, Klickitat, Skamania, Clark, Cowlitz, Wahkiakum, Lewis, Pacific, Grays Harbor, Mason, Jefferson, Clallam

If you need this publication in an alternate format, please call the Water Quality Program at 360-407-6401. Persons with hearing loss can call 711 for Washington Relay Service. Persons with a speech disability can call 877-833-6341.

Transfer of Coverage

Construction Stormwater General Permit

Permit # WAR_____

This form transfers permit coverage for all or a portion of a site to one or more new operators

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This form allows two transfer options 1) Complete Transfer or 2) Partial Transfer. Determine which option applies to your situation before filling out the transfer of coverage form. Provide all information as required in option 1 or 2.

<u>1. Complete Transfer:</u> means the original permittee has sold or otherwise released control of the site to one or more owner/operators and no longer owns or controls any portion of the site.

Either the original Permittee or the new Permittee(s) must submit the following information to Ecology:

A. A complete and accurate Transfer of Coverage Form (Attachment A) for each new operator.

B. A site map showing the transferred parcels or lots in relation to the originally permitted site. Indicate who owns/operates the transferred lots.

<u>2. Partial Transfer:</u> means the original permittee retains control over some portion of the site after selling or releasing control over a portion of the site.

Either the original Permittee or the new Permittee(s) must submit the following information to Ecology:

A. A complete and accurate Transfer of Coverage Form (Attachment A) for each new operator.

B. A site map showing the area(s) retained under permit coverage by the original Permittee, and the areas transferred to the new Permittee(s):

1. Include the new total disturbed acreage retained by original permittee.
2. Indicate who owns/operates the transferred lots.
3. Indicate which transferred parcels or lots will now be covered under the revised permit compared to the originally permitted site.

The original Permittee must submit an updated application form (NOI) and site map, which indicates the amended acreage of the site retained under the original Permittee's control (Total Size of Site; and Total Disturbed Acres).

Following the transfer, the new operator must either: (1) use the Stormwater Pollution Prevention Plan (SWPPP) developed by the original operator and modified as necessary, or (2) develop and use a new SWPPP which meets the requirements of the Construction Stormwater General Permit.

Send the completed transfer of coverage form(s) and all required documentation to:

Department of Ecology
Water Quality Program
Construction Stormwater Unit
PO Box 47696
Olympia, WA 98504-7696

If you have any questions, please call:

- 360-407-7451 Charles Gilman for city of Seattle or counties: Kitsap, Pierce, Thurston
- 360-407-7229 Elaine Worthen for counties: King, Island, San Juan
- 360-407-6437 Carrol Johnston for counties: Whatcom, Skagit, Snohomish, Ferry, Stevens, Pend Oreille, Lincoln, Spokane, Grant, Adams, Whitman, Franklin, Walla Walla, Columbia, Garfield, Asotin
- 360-407-6858 Joyce Smith for counties: Okanogan, Chelan, Douglas, Kittitas, Yakima, Benton, Klickitat, Skamania, Clark, Cowlitz, Wahkiakum, Lewis, Pacific, Grays Harbor, Mason, Jefferson, Clallam

cc: Permit Fee Administrator
Ecology Inspector

ATTACHMENT A: Transfer Contact Information

Both the previous Permittee and the new Permittee(s) must sign this form.
Provide the date that the new operator assumed responsibility for the site.
Attach additional sheets if necessary.

Type of Transfer (check one)
☐ Partial
☐ Complete

Previous Permittee Information

Permittee's Name _____

Company Name (if applicable): _____

Permit # WAR _____

Mailing Address: City: _____ State: _____ Zip: _____

Phone Number: _____
Email: _____

*For a partial transfer, the original Permittee must submit an updated permit application form (NOI) indicating the reduced acreage of site (Total Size of Site, and Total Disturbed Acres).

_____

(Signature)

New Permittee Information

I. OPERATOR (NEW Permittee)	**II. SITE OWNER**
Contact Name Phone No.	Owner's Name Phone No.
Title	Title
Company	Company Name
Unified Business Identifier (UBI) *9 digit number provided by Dept of Revenue to business owners. Individuals without a UBI, enter none*	Unified Business Identifier (UBI) *9 digit number provided by Dept of Revenue to business owners. Individuals without a UBI, enter none*
Mailing Address	Mailing Address
City State Zip + 4	City State Zip + 4
Email address Fax No.	Email address Fax No.
III. ON-SITE CONTACT Person **Same as Certified Erosion & Sediment Control Lead**	**IV. BILLING ADDRESS**
Contact Name Phone No.	Contact Name Phone No.
Title	Title
Company Name	Company Name
Mailing Address City State Zip + 4	Mailing Address City State Zip + 4
Cell Phone (optional) Email Address	Fax Number

Date new operator assumed responsibility and liability for permit coverage: / /
Month Day Year

V. Site Location	VI. Site Information
Site/Project Name	Total size of site: _____ acres
Street Address or Location Description (*If the project or site lacks a street address, indicate the general location of the site (e.g. Intersection of Highways 61 and 34))* Type of project (Road, utilities, subdivision, private home, commercial etc.) * Attach a map showing location of new permittee's construction site(s).	Total area of soil disturbance: _____ acres *(Enter the estimated total area to be disturbed during the life of the project, including grubbing, excavation, grading, utilities and infrastructure installation. Note: 1 acre = 43,560 ft^2* Will the project involve poured concrete? ☐ Yes ☐ No If YES, how many cubic yards will be poured: _____ Will the project involve recycled concrete? ☐ Yes ☐ No If YES, how many cubic yards will be used: _____ Will the project involve engineered soils (CTB, CKD, etc)? ☐ Yes ☐ No
City (or nearest city) _____ County _____	Estimated project start-up date: _____ Estimated project completion date: _____

Record the latitude and longitude of the site. * *Record the latitude and longitude of main entrance to the site. For projects without a main entrance (pipelines, roads, etc), record approximate center of site.*

	degrees,	minutes,	seconds			degrees,	minutes,	seconds	
Latitude	_____°	_____'	_____"	N	Longitude	_____°	_____'	_____"	W

** For assistance with latitude and longitude refer to:* ***http://cfpub1.epa.gov/npdes/stormwater/latlong.cfm or www.topozone.com*** *or* ***http://www.epa.gov/tri/report/siting_tool/index.htm.***

VII. Discharge/Receiving Water Information

Discharge: Does your construction site's storm water discharge to:

☐ A stormwater infiltration structure with discharge to groundwater? (e.g., infiltration pond, dry well, regional detention basin, etc)

☐ Directly or indirectly to a surface water body/water bodies (e.g. via storm drain system, roadside ditch, pipe, etc)?

Provide locations below or attach separate sheet, if necessary.

Does your project include dewatering? ☐ Yes ☐ No

Dewatering plans and discharge locations must be included in the Stormwater Pollution Prevention Plan.

Some large construction projects (subdivisions, roads, pipelines, etc.) may discharge to several water bodies. If the map does not provide a name of a creek or tributary, use a format such as "unnamed tributary to Bull Run Creek. Please indicate the name of the receiving water body. (Attach a separate list for multiple water bodies.)

Are any of the water bodies designated as water quality impaired?* (i.e. is the water body 303(d) listed or have a TMDL for turbidity, fine sediment, phosphorus or pH)?. ☐ Yes ☐ No

** For information on impaired water bodies,*
http://www.ecy.wa.gov/programs/wq/stormwater/construction/const_maps.html

Location of Discharge to Receiving Water
Enter the water body name, latitude/longitude* of the point(s) where the site discharges to the receiving water body. (enter all locations)

Receiving Water Body or Type of Groundwater Discharge	Latitude degrees, minutes, seconds	Longitude degrees, minutes, seconds
	____° ____' ____ N	____° ____' ____ W
	____° ____' ____ N	____° ____' ____ W
	____° ____' ____ N	____° ____' ____W
	____° ____' ____ N	____° ____' ____ W
	____° ____' ____ N	____° ____' ____ W

* *For assistance with latitude and longitude refer to:* ***http://cfpub1.epa.gov/npdes/stormwater/latlong.cfm*** *(**or** **www.topozone.com**) or* ***http://www.epa.gov/tri/report/siting_tool/index.htm***

VIII. Stormwater Pollution Prevention Plan (SWPPP)

Has a SWPPP been developed that includes a narrative and drawings? ☐ Yes ☐ No

If NO, the SWPPP must be completed prior to start of construction.

XI. Certification of New Permittee

"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 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."

Operator's Printed Name _____ | Title _____

Operator's Signature _____ | Date _____

Please sign and return this document to the following address:

Washington Department of Ecology
Water Quality Program
Construction Stormwater Unit
P. O. Box 47696
Olympia, WA 98504-7696

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- 360-407-6858 Joyce Smith for counties: Okanogan, Chelan, Douglas, Kittitas, Yakima, Benton, Klickitat, Skamania, Clark, Cowlitz, Wahkiakum, Lewis, Pacific, Grays Harbor, Mason, Jefferson, Clallam

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