



**PAG-13
NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)
GENERAL PERMIT FOR STORMWATER DISCHARGES FROM
SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS
NOTICE OF INTENT (NOI) INSTRUCTIONS**

GENERAL INFORMATION

NOTE: FAILURE TO COMPLY WITH THESE INSTRUCTIONS AND SUBMIT ALL REQUIRED INFORMATION MAY RESULT IN DENIAL OF THE NOI.

The Department of Environmental Protection (DEP) requests that applicants use the most recent versions of NOIs as posted on DEP's website. The most recent version of the PAG-13 General Permit NOI can be obtained through DEP's website as noted below. A complete NOI package includes the original and two copies of the NOI form, the checklist for the NOI, and all other attachments identified on the checklist. Applicants can download the appropriate form to a computer, complete the form electronically and print the document for submission to DEP. The NOI and checklist can be obtained as follows:

Go to DEP's website: www.dep.pa.gov
Select: Businesses
Select: Water
Select: Bureau of Clean Water
Select: Wastewater Management
Select: NPDES and WQM Permitting Programs
Select: PAG-13 Discharges from Small Municipal Separate Storm Sewer Systems

FOLLOWING SUBMISSION OF YOUR APPLICATION, CHECK DEP'S WEBSITE TO MONITOR THE STATUS OF YOUR NOI. In general, DEP will not notify you if the NOI is considered complete and technically adequate. You may view the status of your application as follows:

Go to DEP's website: www.dep.pa.gov
Select: Data and Tools
Select: Tools
Select: eFACTS
Select: Authorization Search and search for the record using the permit number. If unknown, you will need to search using other criteria. If necessary, contact DEP's Help Desk for assistance at 717.705.3768.

General Instructions. These instructions are intended to assist the applicant in completing the NOI form identified above. Type or print clearly when completing the form. If information required is more than the space provided, attach additional sheets as necessary. If a question is not applicable, write N/A in the appropriate box.

Scope. The PAG-13 General Permit is intended to provide NPDES permit coverage to regulated small municipal separate storm sewer systems (MS4s) for discharges of stormwater to surface waters. Permittees operating under this General Permit have been either automatically designated as regulated by the U.S. Environmental Protection Agency (EPA) pursuant to 40 CFR § 122.32(a)(1) or designated as regulated by DEP under 40 CFR § 122.32(a)(2).

Deadlines for NOI. MS4s with existing NPDES permit coverage, MS4s that previously have been waived by DEP, and MS4s newly designated as a result of the 2010 census that are seeking coverage under this PAG-13 General Permit or a waiver must submit and DEP must receive an administratively complete and acceptable NOI by September 16, 2017. MS4s authorized to discharge under an individual NPDES permit who are seeking coverage under this General Permit may continue to discharge in accordance with the individual permit while their NOI and associated documents are being reviewed by DEP.

Where to Submit the NOI. The NOI is to be submitted to the regional office of DEP that has jurisdiction over the county where the MS4 is located. A list of DEP regional offices and coverage areas is available at DEP's website, www.dep.pa.gov (select "Regional Resources").

DISCHARGES AUTHORIZED BY THIS GENERAL PERMIT

Except where specifically prohibited under the "Discharges Not Authorized by this General Permit" section, the PAG-13 General Permit authorizes the discharge of stormwater to surface waters from regulated small MS4s. In addition, the following non-stormwater discharges are authorized by this General Permit as long as such discharges do not cause or contribute to pollution as defined in Pennsylvania's Clean Streams Law:

1. Discharges or flows from firefighting activities.
2. Discharges from potable water sources including water line flushing and fire hydrant flushing, if such discharges do not contain detectable concentrations of Total Residual Chlorine (TRC).
3. Non-contaminated irrigation water, water from lawn maintenance, landscape drainage and flows from riparian habitats and wetlands.
4. Diverted stream flows and springs.
5. Non-contaminated pumped ground water and water from foundation and footing drains and crawl space pumps.
6. Non-contaminated HVAC condensation and water from geothermal systems.
7. Residential (i.e., not commercial) vehicle wash water where cleaning agents are not utilized.
8. Non-contaminated hydrostatic test water discharges, if such discharges do not contain detectable concentrations of TRC.

In the event existing outfall(s) are identified during the term of General Permit coverage that were not identified on maps submitted as part of the NOI (where required), the permittee shall identify the outfall(s) in the subsequent Annual MS4 Status Report that is submitted to the DEP office that approved permit coverage. In the event new stormwater outfalls are proposed, the permittee shall submit written notification to the DEP office that approved permit coverage at least 60 days prior to commencing a discharge, unless such discharges would meet one or more of the criteria specified in the "Discharges Not Authorized By This General Permit" section, in which case an individual permit application must be submitted and an individual permit obtained prior to commencing a discharge.

DISCHARGES NOT AUTHORIZED BY THIS GENERAL PERMIT

The following discharges are not authorized under the PAG-13 General Permit, and DEP may deny coverage under the General Permit when one or more of the following conditions exist:

1. The discharge, individually or in combination with other similar discharges, is or has the potential to be a contributor of pollution, as defined in the Pennsylvania Clean Streams Law, which is more appropriately controlled under an individual permit.
2. The discharger is not, or will not be, in compliance with one or more of the conditions of the General Permit.
3. The applicant has failed and continues to fail to comply or has shown a lack of ability or intention to comply with a regulation, permit, schedule of compliance or order issued by DEP.
4. A change has occurred in the availability of demonstrated technology or practices for the control or abatement of pollutants applicable to the point source.
5. Categorical point source effluent limitations are promulgated by the EPA for those point sources covered by the General Permit.
6. The discharge is not, or will not, result in compliance with an applicable effluent limitation or water quality standard.

7. Other point sources within the MS4 require issuance of an individual permit, and issuance of both an individual and a General Permit for the facility would constitute an undue administrative burden on DEP.
8. The discharge from the regulated small MS4 is or would be to a surface water classified as a High Quality (HQ) or an Exceptional Value (EV) water under 25 Pa. Code Chapter 93 (relating to Water Quality Standards).
9. The discharge contains toxic or hazardous pollutants, or any other substance which, because of its quantity, concentration or physical, chemical or infectious characteristics, may cause or contribute to an increase in mortality or morbidity in either an individual or the total population, or pose a substantial present or future hazard to human health or the environment when discharged into surface waters.
10. The discharge individually or cumulatively has the potential to cause significant adverse environmental impact or have been determined by DEP to have caused impairment to the surface waters receiving the discharge(s).
11. The discharge would adversely affect a listed endangered or threatened species or its critical habitat.
12. The MS4 is covered by an individual permit, and coverage under this General Permit would result in less stringent effluent limitations or terms and conditions.
13. DEP determines that the denial of coverage is necessary for any other reason to ensure compliance with the Federal Clean Water Act, the Pennsylvania Clean Streams Law or DEP regulations.
14. The regulated MS4 is a large or medium MS4 as defined in 40 CFR §§ 122.26(b)(4) or (7).
15. The permittee is implementing a local or tribal Qualifying Local Program (QLP) pursuant to 40 CFR 122.44(s) that is not the state's program as outlined in 25 Pa. Code Chapter 102.

NOTE – Any MS4 that is not relying on DEP's Chapter 102 program for stormwater associated with construction activities must submit an individual permit application.

16. The regulated small MS4 is assigned a wasteload allocation (WLA) (either specific to the MS4 or general) in a Total Maximum Daily Load (TMDL) approved by the U.S. Environmental Protection Agency (EPA) for local surface waters, where the pollutant(s) of concern are nutrients (i.e., nitrogen and/or phosphorus) and/or sediment (i.e., siltation or total suspended solids), and the MS4 is identified in the "MS4 Requirements Table" (see definitions) as needing to complete a TMDL Plan.
17. The regulated small MS4 1) discharges to waters impaired for nutrients and/or sediment without an EPA-approved TMDL or discharges to the Chesapeake Bay watershed; 2) is identified in DEP's "MS4 Requirements Table"; and 3) has not developed and submitted a Pollutant Reduction Plan (PRP) with the NOI to reduce pollutant loading for the cause(s) of impairment.

NOTE – Any MS4 discharging to the Chesapeake Bay watershed or to surface waters considered impaired for nutrients and/or sediment must submit a PRP. Guidance for development of PRPs is available in the PAG-13 General Permit package (3800-PM-BCW0100k).

18. The discharge will be commingled with sources of non-stormwater unless such non-stormwater discharges are identified in the "Discharges Authorized by this General Permit" section of this General Permit or are in compliance with a separate NPDES permit and do not cause or contribute to pollution.
19. Stormwater discharges associated with industrial activity as defined in 40 CFR §§ 122.26(b)(14)(i)-(ix) and (xi).

NOTE – The PAG-13 General Permit does not provide NPDES permit coverage for industrial stormwater discharges entering the MS4; if required to obtain permit coverage under federal regulations or Pennsylvania's Clean Streams Law, industrial stormwater must be covered under a separate permit.

20. Stormwater discharges associated with construction activity as defined in 40 CFR § 122.26(b)(14)(x) or 40 CFR § 122.26(b)(15).

NOTE – The PAG-13 General Permit does not provide NPDES permit coverage for stormwater discharges associated with construction activity entering the MS4; if required to obtain permit coverage under federal or state regulations or Pennsylvania’s Clean Streams Law, construction stormwater discharges must be covered under a separate permit.

NOI Filing Fee. A check or money order in the amount of \$500.00 must be included with the NOI, regardless of whether a waiver is being sought or not. The check or money order must be made payable to the “*Commonwealth of Pennsylvania*.” State and federal agencies that provide funding to DEP for NPDES program implementation are exempt from this fee in accordance with 25 Pa. Code § 92a.26(i). Co-applicants may submit one \$500 fee to cover all co-applicants.

Starting September 30, 2018 for existing permittees, an Annual MS4 Status Report that covers activities from July 1 – June 30 each year must be submitted by September 30 annually to the DEP regional office that approved coverage. In addition, a check or money order in the amount of \$500.00, which is an installment of the NOI fee, must be submitted by September 30 annually to DEP’s Central Office at the following address:

PA Department of Environmental Protection
Bureau of Clean Water
Rachel Carson State Office Building
400 Market Street, PO Box 8466
Harrisburg, PA 17105-8466

Co-permittees should submit one combined Annual MS4 Status Report and \$500 fee (i.e., not one fee for each co-permittee). Following approval of coverage, the submission of Annual MS4 Status Reports constitutes ongoing notice of intent to continue operating under the PAG-13 General Permit. As a result, the approval of coverage does not expire, and a renewal NOI does not need to be submitted in the future unless specifically required by DEP. When the statewide PAG-13 General Permit is modified or reissued, permittees must comply with the modified or reissued General Permit, or otherwise apply for individual NPDES permit coverage.

Related ID#s. If known, record the ID numbers of any of the parameters listed at the top of the form. These are numbers used by DEP’s eFACTS database system. In general, these ID numbers will be known only if the applicant or facility has been issued approvals or permits from DEP previously. If unknown, leave the fields blank.

Type of Permit. Check the box corresponding to “New Coverage” or “Renewal of Coverage” to indicate whether the MS4 is seeking coverage under the PAG-13 General Permit for the first time or is seeking renewal of existing coverage. If the MS4 is currently operating under an NPDES permit (whether PAG-13 coverage or an individual permit), list the permit number. This section may remain blank if the applicant is submitting a waiver application.

Waiver. Check the appropriate box to indicate whether the MS4 is seeking a waiver of permit coverage and a separate waiver application (3800-PM-BCW0100e) is attached to the NOI. If a joint NOI is submitted (see Co-Applicants below), a waiver application should not be attached to the NOI. Waivers may be approved for single applicants only.

Co-Applicants. An MS4 operator may, in accordance with 40 CFR § 122.33(b)(1), jointly submit an NOI with other MS4 operators. If multiple applicants are seeking PAG-13 coverage under one DEP approval, check the box for “Yes”, otherwise check “No.” If “Yes” is selected, provide the following information on the “Joint Client”: name, address, city, state and zip, phone number and contact individual.

Each co-applicant must complete the NOI in its entirety. Co-applicants should submit all completed NOIs and attachments such as maps and ordinances in one package. If approval of coverage is granted by DEP, each co-applicant will be identified on page 1 of the General Permit authorization as co-permittees.

Information is needed on a “Joint Client” for the purpose of DEP’s data systems (i.e., a permit cannot be associated to more than one client in DEP’s systems). The co-applicants should decide on which MS4’s address and contact information will be used for this purpose. This information will be presented on DEP’s public eFACTS website to represent the client associated with the General Permit coverage. In naming the Joint Client, it is recommended that either the largest (in terms of urbanized area) MS4’s name be used, or a fictitious name that represents all co-applicants be used. For example, if ABC City and XYZ Township decide to pursue General Permit coverage jointly, the name of the Joint Client could be, “ABC – XYZ Joint Client.”

If a regional stormwater authority is created to administer stormwater management programs throughout multiple municipalities, the authority may apply on behalf of its municipalities using a single NOI form. If DEP approves the NOI, the permit will be issued in the name of the regional stormwater authority.

MS4 CLIENT/OPERATOR INFORMATION

DEP Client ID#. DEP-wide unique identification number assigned by DEP to the client after client information is entered into DEP's data system. This one number identifies the client regardless of the program with which the client is working. If known, enter the Client ID#. Otherwise, skip to the next question.

Client Type/Code. Enter the code that represents the type of client acting as the responsible authority for the permitted activity. The list of Client Codes is included below.

Government		Non-Government		Individual	
AUTH	Authority	ASSOR	Association/Organization	INDIV	Individual
CNTY	County	LLC	Ltd. Liability Company		
FED	Federal Agency	LLP	Ltd. Liability Partnership		
MUNI	Municipality	NPACO	Non-Pennsylvania Corporation		
NONPG	Non-PAG Govt	OTHER	Other (Non-Govt)		
OTHG	Other (Govt)	PACOR	Pennsylvania Corporation		
SCHDI	School District	PARTG	Partnership-General		
STATE	State Agency	PARTL	Partnership-Limited		
		SOLEP	Sole Proprietorship		

Note: If two individuals' names are listed as the clients on the application, the Client Type/Code of "Partnership/General" should be used.

Organization Name or Registered Fictitious Name. Clients other than individuals must provide the name under which they conduct the activity or business for which the permit or other authorization will be issued.

Individuals should complete the "Organization Name" if they conduct their business or activity under a name other than their own (for example, "Jones Construction Company," rather than "Mary Jones").

For partnerships, list the business name of the partnership as it appears on legal partnership papers.

Registered Fictitious Names should list the owner of the fictitious name, as well as the fictitious name in the following format: Owner of the fictitious name d/b/a Registered Fictitious Name.

Employer ID#. Also referred to as "Federal Tax ID#." The Employer ID# (EIN) aids DEP in identifying the organization and prevents duplicate data entry from occurring. This information is required.

Dun & Bradstreet ID#. If known, supply the applicant's Dun & Bradstreet Identification Number. This information is optional.

Mailing Address. The mailing address of the client identified above (this should *not* include locational data that is not appropriate for mail). In addition to the street number and name, PO Box#, RR#, Box# or Highway Contract# designations, use any appropriate designation and number to further define the mailing address of the applicant.

- | | | | | | | |
|-------|------|-------------|------|--------------|-----|---------|
| e.g., | APT | (Apartment) | DEPT | (Department) | RM | (Room) |
| | BLDG | (Building) | FL | (Floor) | STE | (Suite) |

City, State, ZIP+4, Country. Enter an appropriate city, borough or town designation (do not enter a township designation in this area). Do *not* use abbreviations for the city name. Use the two-character abbreviation for the state. Include the four-digit extension to the ZIP code. If other than USA, provide country.

Client Contact Information. Clients that are organizations must provide the name of a person representing the client (organization). This client contact must be an employee of the organization and must be located at the mailing address of the client and may receive correspondence on behalf of the client. Include the individual's name, title, daytime phone number and e-mail address. DEP will use this contact information for maintaining client data. This individual should be a high-level employee such as CEO, VP, Operations Manager, etc., or someone capable of answering questions regarding the organization such as EIN, fictitious name ownership, address data, related organizations, corporate changes, etc. Project contact information should be entered in the Site Contact found in the MS4 Site Information section.

MS4 SITE INFORMATION

DEP Site ID#. DEP-wide unique identification number assigned to the site after site information is entered into DEP's data system. This one number identifies the site regardless of the program with which the applicant is working. If known, enter the Site ID#. Otherwise, skip to the next question.

Site Name. The name of the site at the specific physical location. For MS4s the site name will generally be the name of the organization + "MS4" (e.g., "ABC City MS4").

Urbanized Area (UA) Name(s). Report the name(s) of each UA(s) located within your organization's legal boundaries according to the 2010 census. This information may be obtained by visiting www.census.gov. If unknown this question may remain blank.

UA Area. Provide the area, in acres or square miles (mi²), which represents the urbanized area within your organization's legal boundaries. This information is generally obtained through GIS or other mapping tools; it is optional but may be important for future modeling exercises.

County, Municipality, State. Indicate the county(ies) and municipality(ies) in which the site is located. Check the appropriate box to identify the type of municipality entered (city, borough, township). Include the two-character abbreviation for the state. If a single applicant such as a regional stormwater authority represents more than two municipalities, attach a separate sheet with complete information on the MS4 municipalities covered by the NOI.

Site Location Address. Provide the physical address of the location where the permitted activities will occur. Provide the city (or municipality), state and the ZIP+4, if known. In general, since MS4s cannot be represented by a single physical address, these questions may remain blank.

Detailed Written Directions to Site. When providing written directions, do not use PO Box addresses. Include landmarks and approximate distances from the nearest highway.

Site Contact Information. Provide the name of the person who is responsible for environmental matters at the site. Include the individual's name, title, firm, mailing address, daytime phone number and email address.

SIC and NAICS Codes. Clients applying for an authorization from DEP need to provide the appropriate Standard Industrial Classification (SIC) and North American Industry Classification System (NAICS) code(s) at the Sector level (at a minimum). Enter all SIC and NAICS codes that pertain to the activity for which the application is being completed. More than one code may be entered in the boxes provided.

Site-to-Client Relationship. Enter the relationship code that best describes how the client is related to the activity or operation at the site for which the permit or other authorization is being sought. The list of Site-to-Client Relationship Codes is included below.

Code	Type
OWN	Owner
AGENT	Agent for the Owner or Operator
OWNOP	Owner/Operator
LESSE	Lessee

Code	Type
LESOP	Lessee/Operator
CONTR	Contractor for the Owner or Operator
OPR	Operator
OTHER	Other (Explain)

STORMWATER DISCHARGE INFORMATION

All applicants, including those who are seeking waivers, must complete this section.

Map(s). MS4s that have existing NPDES permit coverage and were required in a previous permit term to develop map(s) in accordance with Minimum Control Measure (MCM) #3 must submit the map(s) as an attachment to the NOI. The map(s) should depict the following: 1) the location of all MS4 outfalls and observation points (i.e., locations where outfall field screening will be performed under MCM #3 if the outfall is considered to be inaccessible); 2) the locations and names of all surface waters that receive discharges from those outfalls; 3) the entire storm sewer collection system, including roads, inlets, piping, swales, catch basins, channels, basins, and any other features of the storm sewer system; and 4) municipal boundaries and urbanized area boundaries. The map(s) must be submitted in hard copy format unless DEP advises the applicant that it can accept map(s) in electronic format. The map(s) must be at a scale adequate that would allow DEP to locate the MS4 outfalls in the field.

To clarify, the term “entire storm sewer collection system” means the entire system that the MS4 permittee owns or operates to collect and convey stormwater from publicly-owned property in the urbanized area to surface waters. The system therefore includes both publicly-owned components (e.g., publicly-owned streets, ditches, swales, inlets and piping systems) and, where applicable, privately-owned components (e.g., conveyances or best management practices on private property that are connected to upstream publicly-owned components, within the permittee’s jurisdiction).

NOTE – Depending on agreements or other requirements in place, MS4 permittees do not necessarily perform operation and maintenance (O&M) activities on privately-owned components of the storm sewer collection system; however, permittees have a responsibility to ensure that proper O&M is completed.

MS4s that received a waiver from DEP during the latest permit term and new MS4s that have not previously applied for NPDES permit coverage must submit as an attachment to the NOI, at a minimum, a topographic map identifying all MS4 outfalls, surface waters receiving stormwater discharges, the MS4’s legal boundaries and the UA boundaries, if the map described above is not available.

See Document ID No. 3800-PM-BCW0100k for additional mapping requirements associated with Pollutant Reduction Plans (PRPs).

Surface Water Information. For each surface water body that receives stormwater discharges from the MS4, provide the following information:

- **Surface Water Name.** Report the name of the surface water. If the stream does not have an official name according to the Geographic Names Information System (GNIS), use the term “unnamed tributary to XXX”, where XXX is the first downstream surface water with an official name.
- **Outfall No.** Report the Outfall (ID) No. of the furthest downstream outfall to each surface water body. If possible, outfall numbers should be three numerical digits and start with “001.” If there are more than 999 outfalls, a fourth digit may be used. **NOTE** – If the applicant is an existing MS4 permittee and the outfall numbering system cannot be easily changed to the preferred format, the applicant may retain its existing numbering system.

For example, if there are 50 stormwater outfalls to Clear Creek, the furthest upstream outfall is numbered 001 and downstream outfalls are numbered sequentially, the applicant should report “050” in the “Outfall No.” column for Clear Creek.

Outfall ID Nos. reported on the NOI must correspond to outfall numbers on the applicant’s map(s).

NOTE – Outfall means a point source at the point where a municipal separate storm sewer discharges to surface waters and does not include open conveyances connecting two municipal separate storm sewers, or pipes, tunnels or other conveyances which connect segments of the same stream or other surface waters and are used to convey surface waters.

- **Ch. 93 Existing Use.** Report the existing use of the surface water under [Chapter 93](#). Existing uses (e.g., HQ-CWF) may differ from designated uses (e.g., CWF). The applicant should consult DEP’s existing use website and if an existing use is listed for the receiving waters, it should be reported on the NOI (visit

www.dep.pa.gov, select “Citizens”, “My Water”, “Rivers, Lakes and Streams”, and “Statewide Existing Use Classifications”). If no existing use is available on DEP’s website, the designated use under Chapter 93 is the existing use. Designated uses can be searched on-line by visiting www.pacode.com (Title 25, Chapter 93) or www.emappa.dep.state.pa.us.

- **Impaired?** Identify whether the surface water is considered impaired according to DEP’s latest Integrated Water Quality Monitoring and Assessment Report (“Integrated Report”). To view the current Integrated Report go to DEP’s website (www.dep.pa.gov), and select “Citizens”, “My Water”, “Rivers, Lakes and Streams”, and “Integrated Water Quality Report 2014”. Report “Yes” or “No” in this column. **NOTE** – the 2016 Integrated Report will be posted to DEP’s website prior to the NOI due date.
- **Approved TMDL?** Identify whether an EPA-approved Total Maximum Daily Load (TMDL) has been completed for the surface water. Approved TMDLs are available on [DEP’s website](#). Note that the surface water may be incorporated into a larger, watershed-scale TMDL. Report “Yes” or “No” in this column.
- **WLA?** If an approved TMDL exists for the surface water, specify whether one or more wasteload allocations (WLAs) are identified in the TMDL for the MS4. Report “Yes” if numeric WLA(s) are identified in the TMDL that are specific (individual) to the MS4 or are general (aggregate / bulk), applying to urban stormwater throughout a watershed or multiple municipalities. Otherwise report “No.”

NOTE – The PAG-13 General Permit cannot be used where there is a specific or general WLA for nutrients and/or sediment for any surface water that is applicable to the MS4.

Outfall Locations. For all MS4 outfalls identified in the previous table, as described above, provide the latitude and longitude coordinates of the outfalls. Specify the Horizontal Reference Datum used to determine the coordinates by checking the box for North American Datum of 1927 (“NAD of 1927”), North American Datum of 1983 (“NAD of 1983”), World Geodetic System of 1984 (“WGS of 1984”) or “Unknown”. Report the degrees, minutes, and seconds in the NOI form to the significant figures reported by the method being used to establish the location.

TMDL Details. Complete this table for each surface water that has a specific or general WLA in an approved TMDL for stormwater discharges from the MS4. Identify the surface water name, the name of the TMDL that covers the surface water, the name of the pollutant (e.g., “PCBs,” “Pathogens,” etc.), the WLA for the pollutant in lbs/year, and whether the WLA is specific (individual, applies only to the MS4 applicant) or general (aggregate / bulk, applies to urban stormwater throughout a watershed or multiple municipalities in aggregate).

MS4 Requirements. Check the appropriate box to indicate whether one or more Appendices or a TMDL Plan is identified for the MS4 in DEP’s MS4 Requirements Table, available at DEP’s MS4 website (www.dep.pa.gov/MS4).

If Yes, check the box corresponding to the Appendix or Appendices listed for the MS4 in DEP’s MS4 Requirements Table. For example, if Clear Creek is listed for Appendix A and Muddy Run is listed for Appendices A and B, check the boxes corresponding to Appendix A and Appendix B.

If Appendix D and/or Appendix E are identified in DEP’s MS4 Requirements Table for any surface water, a Pollutant Reduction Plan (PRP) must be attached to the NOI unless otherwise noted in the PRP Instructions (3800-PM-BCW0100k).

NOTE – If the MS4 Requirements Table identifies any surface water as needing a TMDL Plan, the MS4 may not be covered under the PAG-13 General Permit. **In addition, if the MS4 applicant does not wish to develop a PRP in the manner described in the PRP Instructions (3800-PM-BCW0100k) or implement the Appendices as described in the PAG-13 General Permit, the applicant should submit an application for an individual NPDES permit.**

STORMWATER MANAGEMENT PROGRAM

All applicants, including those who are seeking waivers, must complete this section.

Stormwater Management Program Table. For each Minimum Control Measure (MCM) and Best Management Practice (BMP) of the PAG-13 General Permit, identify the name of the party(ies) responsible for implementation, the name of the contact person(s) responsible for implementation, and the contact person’s phone number(s) as of the

date of the NOI submission. If the applicant listed on page 1 of the NOI will be the entity responsible for implementation of a BMP, the word “applicant” may be used in the “Responsible Party” column (or “co-applicants” if all parties in a joint NOI will share responsibilities). Check the appropriate box for “MOU or Agreement?” to indicate whether a Memorandum of Agreement (MOU) or other written agreement is in place between the applicant and a third party who has agreed to assist the applicant with BMP requirements. An MOU or agreement is not required but is encouraged.

NOTE – Throughout the term of General Permit coverage, responsible parties or contact persons may change. The permittee must document such changes in Annual MS4 Status Reports.

MOU or Agreement. For all BMPs in which the applicant indicated the existence of an MOU or written agreement for implementation by another party, attach the MOU or agreement.

Stormwater Management Ordinance. For municipal applicants that are renewing permit coverage, answer the three questions in this section and attach to the NOI the applicant’s Stormwater Management Ordinance(s). The box for “Yes” must be checked for at least one of the following three questions, and the date of the ordinance should be specified in the field provided.

1. Has a Stormwater Management Ordinance been enacted that is consistent with either the 2013 or 2022 DEP Model Ordinances?

Select “Yes” if the applicant’s stormwater management ordinance is consistent with DEP’s 2013 Model Ordinance (3800-PM-BPNPSM0100I, 4/2012) or DEP’s 2022 Model Ordinance (3800-PM-BCW0100j). The term “consistent with” in this context means DEP’s Model Ordinance was used as a template and was not customized. (The document 3800-PM-BPNPSM0100I is referred to as the 2013 Model Ordinance because it is part of the PAG-13 General Permit package that became effective in 2013).

2. Has a Stormwater Management Ordinance been enacted that is consistent with an Act 167 Plan approved by DEP in 2005 or later?
3. Has a Stormwater Management Ordinance been enacted that meets the requirements of the Stormwater Management Ordinance Checklist (for either 2013 or 2022)?

Select “Yes” if the applicant developed a customized ordinance that meets the minimum requirements of the Stormwater Management Ordinance Checklist (3800-PM-BCW0100g). The minimum requirements for both 2013 and 2022 ordinances are provided in the Checklist. If “Yes” is selected, attach a completed Checklist to the NOI.

NOTE – While DEP does not expect MS4s to have ordinances that meet the minimum requirements of DEP’s 2022 Model Ordinance at the time of NOI submission, MS4s will, under the PAG-13 General Permit, need to submit an ordinance that meets the minimum requirements of the 2022 Model Ordinance with an Annual MS4 Status Report by September 30, 2022 (existing permittees) or the fourth (4th) year following General Permit coverage (new permittees).

Applicants who lack the authority to enact ordinances and are renewing permit coverage must attach their stormwater management SOP(s).

For applicants that have not been covered under an NPDES permit previously, attachment of the stormwater management ordinance (new municipal applicants) or the SOP(s) (new applicants that lack ordinance authority) is optional, and the Stormwater Management Ordinance section of the NOI may remain blank. If the ordinance or SOP is available, it should be attached to the NOI.

COMPLIANCE HISTORY

Existing Permits. List all permits that have been issued to the applicant by DEP or EPA in the past five years. Include any NPDES and Water Quality Management (WQM) permits, Earth Disturbance permits and any other environmental permits. Provide the issued permit number, the issue date and the name of the agency which issued the permit.

Check the appropriate box to indicate if the applicant was/is in violation of any DEP regulation, permit, order or schedule of compliance at this or ANY OTHER facility. If the answer is "No," no further information is needed in this area. If the answer is "Yes," list each permit, order or schedule of compliance and provide compliance status of the permitted facility or operation. If needed, use additional sheets to provide ALL information.

CERTIFICATION

The applicant must certify that the information contained in the NOI is true, accurate and complete and agree to abide by the terms and conditions of the General Permit. In addition, the responsible official's signature also verifies that the applicant is eligible for the General Permit and will operate in compliance with the General Permit.

The NOI shall be signed as follows:

For individually owned operations - the owner of the facility must sign the NOI.

For a Corporation - by a responsible corporate officer. For purposes of this section, a responsible corporate officer means a principal executive officer of at least the level of vice president or an authorized representative, if the representative is responsible for the overall operation of the facility from which the discharge described in the NOI originates.

For a Partnership or Sole Proprietorship - by a general partner or the proprietor, respectively.

For a Municipality, State, Federal or other public agency - by either a principal executive officer, ranking elected official or other authorized employee. For purposes of the NOI, a principal executive officer of a federal agency includes:

1. The chief executive officer of the agency, or
2. A senior executive officer who has responsibility for the overall operations of a principal geographic unit of the agency (e.g., Regional Administrator of EPA).

APPLICANT'S CHECKLIST

To ensure completeness of the NOI, DEP has developed a checklist (3800-PM-BCW0100c). This checklist should be completed and returned with the NOI.