

Miller, Loren@Waterboards

From: Ghoram, Whitney@Waterboards
Sent: Tuesday, August 04, 2015 12:24 PM
To: Chuck@firesidedesigncenter.com
Cc: Felix, Tony@Waterboards; Walsh, Laurie@Waterboards; Ghoram, Whitney@Waterboards
Subject: Cal Artisan Castings- now Artisan Contract Casting: Post Inspection Required Recertification Requirements
Attachments: IGP-RecertificationGuidanceJune2015.pdf; IGP-LRP_Registration.doc

Hello Chuck, (WDID 9 37I015345)

Thank you for taking the time to speak with me during my site visit to your facility (at 4653 Mercury Street, SD 92111) on August 3, 2015. As I indicated during our conversation, you are **required to “recertify” in SMARTS for enrollment under the new Industrial Storm Water Permit (Order No. 2014-0057-DWQ) no later than August 14, 2015.**

Attached here is a copy of the recertification guidance sheet, and LRP (Legally Responsible Party) Registration Form. **In addition to WDID number 937I015345, you will need your Secret Code Number (SCN: TDZH73526) to complete the recertification in SMARTS.** In addition you are required to upload an updated SWPPP (Storm Water Pollution Prevention Plan) and site map to SMARTS no later than August 14, 2015. The recertification is required regardless to the fact that you plan to move your facility to the Miramar area within the next 3 to 12 months. Your (new named) facility, Artisan Contract Casting, is still operating under the NOI (Notice of Intent) for your previously named facility (Cal Artisan Castings) at the same address (4653 Mercury Street). Please note that when you do move your facility to a new location, you will be required to electronically file a Notice of termination (NOT) via SMARTS for the current facility.

Based on our conversation during my visit, here are my inspection summary notes entered into SMARTS: "Failure to recertify in SMARTS and failure to notify San Diego Water Board of business name change and process changes. Inspection conducted to contact discharger regarding recertification requirement. No signage outside of facility. Chuck Danna, owner, present. He says Cal Artisan castings dissolved in 2008-09. Company name is now Artisan Contract Casting producing a different product now and is linked to his Fireside Design Center (Retail only) in Miramar area. He also said the building here was sold in 2014 and half of the 14,000 SF bldg. is now occupied by another tenant. He plans to move Artisan Contract Casting to Miramar near his retail space (in next 3 months to 1 year) . I advised Chuck of the recertification requirement under the Cal Artisan Castings WDID regardless of his future plans. I am sending Chuck an SEL (Staff Enforcement Level) Email with links to recertification requirements and documenting my site visit and our conversation."

See attached recertification and LRP Registration instructions, and links below to the permit, SMARTS log in, and workshop videos about the new permit and recertification:

Storm Water Permit Web Page:

http://www.waterboards.ca.gov/water_issues/programs/stormwater/industrial.shtml

SMARTS Log In Web Page:

<https://smarts.waterboards.ca.gov/smarts/faces/SwSmartsLogin.jsp>

Link to Industrial Storm Water Permit Workshop & Presentations Video's:

http://www.waterboards.ca.gov/water_issues/programs/stormwater/workshops.shtml

Let me know if you have any questions. Thank you for your time and cooperation.

Whitney

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Storm Water Multiple Application and Report Tracking System (SMARTS) Recertification Guidance

Who needs to recertify a Notice of Intent?

On April 1, 2014, the State Water Board adopted a new statewide General Permit for Storm Water Discharges Associated with Industrial Activities¹ (referred to as the “new Industrial General Permit”), which takes effect on July 1, 2015 and replaces the existing Industrial General Permit. The new Industrial General Permit is available at:
http://www.waterboards.ca.gov/water_issues/programs/stormwater/industrial.shtml.

As a facility operator (also referred to as “Discharger”), compliance with the new Industrial General Permit is required. Dischargers currently enrolled in the existing General Permit for Discharges of Storm Water Associated with Industrial Activity² (Industrial General Permit), with an active Waste Discharge Identification (WDID) number are required to obtain coverage under the new Industrial General Permit by recertifying coverage as described below.

Instructions

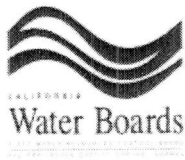
The system performs best in Internet Explorer versions 9 or 10. If you do not have Internet Explorer, you may encounter system glitches; please alert staff to any that may arise and staff will try to troubleshoot the issue.

Note: The designated Legally Responsible Person (LRP) must complete the recertification process (definition: 40CFR122.22)

1. Go to the SMARTS login
<https://smarts.waterboards.ca.gov/smarts/faces/SwSmartsLogin.jsp>
2. Select the Industrial Permit Recertification [Click here](#) link.
3. Do *you* have a SMARTS user ID? (The WDID and SCN are not your user ID or password). Please note: user accounts are non-transferable. If you have not set up a personal user account, please create a new user account at this time by selecting **NO**.
 - a. If you have already created a SMARTS account, select **YES**. The system will prompt you to login to your account (If you forgot your user ID or password, please contact the SMARTS Helpdesk).

¹ Order 2014-0057-DWQ

² State Water Board Order 97-03-DWQ



- b. If *you* have never created a SMARTS account, select **NO**. Please complete the user registration and log back in with the temporary password to complete the recertification.
4. Once you have logged in, please enter your WDID and SCN. (The first letter of the WDID is the letter 'I' and not the number '1'.)
5. Please update your user account information by completing the fields on the NOI. Please be sure to correct and/or complete the all of the fields that are followed by a red asterisk.
6. Scroll to the bottom of the page, answer the security question and click certify. (If you do not see the certify button, you are not registered as an LRP. Please contact staff with questions.)
7. If everything is complete, you will see a confirmation screen. Please print your Electronic Authorization Form and send this Original form to our office with a wet signature. (If you have any issues downloading the form, please open the file with Adobe or save it as a .pdf. If you are still unable to find the form, please be sure that you are utilizing Internet Explorer.)
8. You may also link Duly Authorized Representatives (Approved Signatories) or Data Entry persons to the WDID. Select the [Help](#) link at the top of the page when logged into SMARTS to access the on-line Help Guides. Select Managing/Linking Users for screen shots and detailed instructions of how to complete the linking process. Please have the user ID of the individual that you wish to link available before you begin.
9. To confirm you have re-certified, you may call the SMARTS Helpdesk OR from ANY PAGE in the SMARTS system, find the "Navigate To:" bar at the top of your screen. Click Main Menu. On the left hand side, click "Industrial General Permit". Click the WDID# to open the NOI and find the Certified Date under the Status of your permit at the top of the page. If the date is after January 1st of this year, you have successfully recertified.
10. Lastly, Step 2 of the Recertification process is to upload your updated SWPPP and Site Map before the July 1st deadline. Anyone linked to the facility/WDID# can perform this task. You will do this under the Attachments tab on your NOI.

¹ Order 2014-0057-DWQ

² State Water Board Order 97-03-DWQ



If you have any questions or concerns please contact the SMARTS Helpdesk @ 1-866-563-3107.

SMARTS database link:

<https://smarts.waterboards.ca.gov/smarts/faces/SwSmartsLogin.jsp>

¹ Order 2014-0057-DWQ

² State Water Board Order 97-03-DWQ

Legally Responsible Person SMARTS Registration

The Storm Water Multi-Application & Report Tracking System (SMARTS) is now available for dischargers to create a user account online and submit Annual Report(s) electronically. These instructions are for **registration of SMARTS Legally Responsible Person**.

You must be the **Legally Responsible Person (LRP)** to submit and certify a SMARTS report on the behalf of a facility. In the simplest terms, the LRP is the individual that certifies the Notice of Intent (NOI) and is responsible for reviewing, validating and certifying the annual report for accuracy and correctness before it is submitted.

The LRP may assign rights to submit and certify the annual report to an **Approved Signatory**. An approved signatory maybe other employees designated authority to certify documents on behalf of the LRP. An Approved Signatory cannot be a contractor or consultant.

A **Data Submitter** is any individual authorized by the LRP to enter data into SMARTS on behalf of the LRP. A data submitter may be other employees, contractors, labs, etc. A data submitter cannot certify the Annual Report.

To register as an LRP and identify Approved Signatory(ies) or Data Submitter(s), you must have a user account. Upon receipt of this Authorization Form, Water Board staff will email instructions on how to register for SMARTS, a Secret Code Number (SCN), how to link WDID number(s), Approved Signatories or Data Submitters to your account.

One authorization form per WDID number is required. Mail the authorization form to:

**SMARTS Registration
P.O. Box 1977
Sacramento, CA 95812**

If you have any questions please contact us at 1-866-563-3107 or email smarts@waterboards.ca.gov.

SMARTS LRP AUTHORIZATION FORM

Operator Information (please print clearly)

Name: _____

PREFIX, FIRST, MIDDLE, LAST,

Address: _____

City, State, Zip: _____

Phone Number: _____

FAX Number: _____

E-Mail Address: _____

The Water Board will use this email address to send registration information

Facility Information (please print clearly)

WDID: _____

Name: _____

Address: _____

City, State, Zip: _____

APPROVED SIGNATORY AND DATA SUBMITTER(S) IDENTIFICATION

Approved Signatory (please print clearly)

1. Approved Signatory

Person Name: _____

Email Address: _____

2. Approved Signatory

Person Name: _____

Email Address: _____

Data Submitter Information (please print clearly)

1. Data Submitter

Person Name: _____

Email Address: _____

2. Data Submitter

Person Name: _____

Email Address: _____

3. Data Submitter

Person Name: _____

Email Address: _____

4. Data Submitter
Person Name: _____
Email Address: _____

5. Data Submitter
Person Name: _____
Email Address: _____

6. Data Submitter
Person Name: _____
Email Address: _____

Legally Responsible Person Signature:

I certify that I am the legally authorized representative for the facility listed below. My signature on this form also certifies that my SMARTS user ID and password constitute my electronic signature and any information I indicate I am electronically certifying contains my signature. I understand that I am legally bound, obligated, or responsible by use of my electronic signature as much as by a hand-written signature. I agree, on behalf of myself and the facility identified above to be bound by its terms.

I agree to protect my electronic signature from unauthorized use, and I will contact the Water Board, within 24-hours of discovery, if I suspect that my electronic signature has been lost, stolen, or otherwise compromised. I certify my electronic signature is for my own use, will keep it confidential, and will not delegate or share with any other person.

Printed Name: _____

Signed: _____ Date: _____

Mail completed form to:

**SMARTS Registration
P.O. Box 1977
Sacramento, CA 95812**

