

ATTACHMENT C – INSTRUCTIONS FOR COMPLETING NOTICE OF INTENT (NOI) FORM

INSTRUCTIONS FOR COMPLETE NOTICE OF INTENT (NOI) to comply with the terms of the region-wide General National Pollutant Discharge Elimination System (NPDES) Permit authorizing discharges from aggregate mining, sand washing, and sand offloading facilities to surface waters.

I. OWNER/OPERATOR INFORMATION

The owner is the organization or person who owns or leases the facility or land where the aggregate mining or sand washing, sand offloading operation is located. For a facility that is one of several owned by a corporation, indicate the corporation name and the name by which the facility is known to the employees (i.e., ABC Inc. - DEF Facility). Provide the street address or a description of the facility location (i.e., 1234 15th Drive or northwest corner of 1st Street and X Avenue). Note that each facility must obtain separate coverage under this General Permit.

II. BILLING ADDRESS

Provide this information only if the annual waste discharge fee should be billed to a different entity.

III. DISCHARGE EFFLUENT INFORMATION

List all possible discharges under item 2 of the table. Discharges that are not listed here will not be covered by this General Permit. An additional NPDES permit may be needed for any other discharge of wastewater to any State waters.

IV. DISCHARGE WATER QUALITY PARAMETERS

For existing facilities, all of the parameters must be tested by a State certified laboratory and reported in this table. Provide a copy of the laboratory data sheets and Chain of Custody documents, as applicable. For new/proposed facility, enter estimated values to this table. Where there is more than one outfall, submit a separate sheet for item IV for each outfall. Test results shall be obtained from a sample representative of the discharge.

V. RECEIVING WATER INFORMATION

If the discharge first enters a separate storm drainage system, provide the name of the receiving water body that the separate storm drainage system enters. Contact the storm drain system owner about the proposed discharge.

The discharge point is generally the discharge's point of first contact with receiving waters. Provide the coordinates of each discharge point. A U.S. Geographical Survey (USGS) or any other appropriate map may be used to interpolate the coordinates.

Attach a separate sheet for more than three discharge points. Properly label the discharge points with numbers that correspond to the discharge point label on the location map(s) and flow chart(s) submitted.

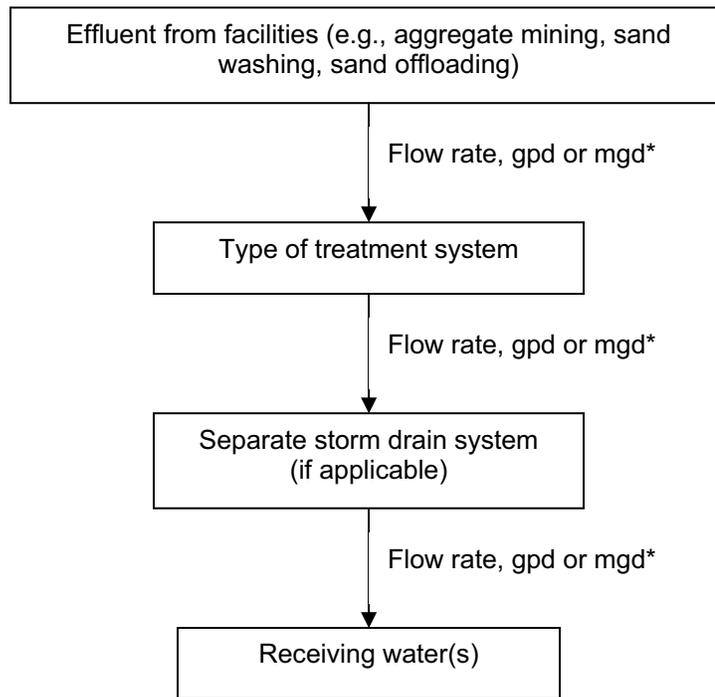
VI. LOCATION MAP

Provide the location map on 8-1/2 by 11 inches sized paper or paper folded to 8-1/2 by 11 inches. Show at least one mile beyond the property boundaries of the facility on the map.

Indicate the discharge point(s) on the location map and include all of the required information. The discharge point(s) may include where the discharge exits the facility and enters the roadway right-of-way and then flows into a separate storm drainage system and/or where the discharge directly enters the State receiving waters.

VII. FLOW CHART

An example of a line drawing is given below. The flow chart shall indicate how the discharge effluent flow from where the wastewater is generated to where it enters the receiving water, including all the treatment systems used to treat the effluent and the approximate amount of flow. The quantity of discharge may be estimated if no data are available.



* gpd – gallons per day
 mgd – million gallons per day

VIII. EFFLUENT AND RECEIVING WATER CHARACTERIZATION FOR TABEL 5 CONSTITUENTS

Existing Dischargers shall submit a final report presenting the sampling results 180 days prior to expiration date of this General Permit. The Discharger, if not reporting data electronically through Regional Water Board's Electronic Reporting System (ERS), shall also submit conventional, non-conventional, and toxic pollutants data in electronic format.

All existing and new Dischargers shall submit a sampling plan 90 days prior to scheduled sampling for Table 5 constituents using Enclosure D of the Regional Water Board's August 6, 2001, Letter as a guidance for development of sampling plan for CTR priority pollutants. The sampling plan shall also include the date for submitting a report of the results.

IX. SITE-SPECIFIC BEST MANAGEMENT PRACTICES (BMPs) PLAN

An existing Discharger holding an individual NPDES permit prior to this General Permit coverage shall submit the site-specific BMPs plan with this NOI. A new Discharger has the option of submitting its BMPs plan with this NOI or 30 days before commencement of the proposed discharge. The site-specific BMPs plan shall include, at a minimum the following information:

1. **Facility Operation** - Describe the nature of the facility operation:
 - (1) Type of facility, e.g., aggregate mining, sand washing, or sand offloading'
 - (2) Types of products;
 - (3) Types of materials and equipment used at the facility.

2. **Potential Pollutants** - Describe potential pollutants that will be generated by the facility. These pollutants may include, but may not be limited to:
 - (1) Soil, sediments or silt from rock and sand washing;
 - (2) Discharge associated with operation and maintenance of equipment, such as oil and grease and hydraulic fluid leakage and spills;
 - (3) Any debris generated by the operation;
 - (4) Storm water runoff from exposed oil, fuel or any hazardous material storage locations and containment structures;
 - (5) Alkaline material from cement mix operations, etc.

3. **Pollution Control and Effluent Treatment Methods** – Describe in detail the control and treatment measures for each of the potential pollutants identified under item IX.2 above:
 - (1) Prevention measures to be implemented to prevent the pollutants from entering the effluent and receiving water;
 - (2) Effluent treatment methods to be implemented on-site to remove the pollutants in the effluent (indicate the treatment system locations on the location map); and

- (3) Maintenance procedures and maintenance schedules to maintain the effluent treatment system.

X. AUTHORIZATION OF REPRESENTATIVE

Authorization statements are provided for the owner to complete if he wishes to authorize a representative to process this NOI for him. A standard authorization statement is provided under item XI. The owner may provide his own customized statement in a separate letter if the standard statement does not appropriately limit the authority. If a separate authorization letter is provided, this letter shall be signed by the qualified person (see item XI below for the requirement of the qualified person).

Provide the duly authorized representative's information in the applicable item(s). There shall be only one duly authorized representative at any time. The owner may change the designated duly authorized representative at any time during the processing of this NOI. The duly authorized representative will no longer be authorized effective as of the date of receipt of any new authorization statement from the owner.

XI. RECEIVING WATER AMBIENT BACKGROUND CONDITION

This submittal is optional.

When performing a statistical analysis to establish background condition for pH, the Discharger shall consider all available receiving water data collected upstream of discharges. All data can be used only when there are no increasing or decreasing trends. The Discharger may develop seasonal background condition when data show seasonality. The submittal shall include a detailed analysis, a conclusion, and a complete compilation of data used for the analysis.

XII. CERTIFICATION

The person certifying this NOI Form must meet one of the following descriptions and be employed by the owner listed in item I (refer to 40CFR 122.22 for more detailed requirements):

- For a corporation: (1) A president, secretary treasurer, or vice president of the corporation in charge of the principal business function, or any other person who performs similar policy or decision making functions for the corporation, or (2) the manager of one or more manufacturing, production, or operating facilities employing more than 250 persons or having gross annual sales or expenditures exceeding \$25 million (in second-quarter 1980 dollars), if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
- For a partnership or sole proprietorship: a general partner or the proprietor, respectively.
- For a municipality, State, Federal or other public agency: either a principal executive officer or ranking elected official.

XIII. APPLICATION FEE AND MAILING INSTRUCTIONS.

No application will be considered complete without the applicable fee. For discharges regulated under this General NPDES Permit, annual fees are based on California Code of Regulations (CCR) Title 23, Division 3, Chapter 9, Section 2200 (b) (9). The Regional Water Board may modify this instruction at any time to reflect a new CCR fee schedule. At this time of permit reissuance, the application fee is **\$3,437** per discharge outfall.

Submit the complete NOI, with attachments, and the fee, to the Regional Water Board mailing address as indicated in the NOI.