

## **ATTACHMENT D**

### **PERMIT REGISTRATION DOCUMENTS (PRDs)**

#### **NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) GENERAL PERMIT FOR STORM WATER DISCHARGES ASSOCIATED WITH INDUSTRIAL ACTIVITIES (GENERAL PERMIT)**

This Attachment provides an example of the information Dischargers are required to submit in the PRDs via the Storm Water Multiple Application and Report Tracking System (SMARTS). The actual PRD requirements are in Section II of this General Permit.

#### **A. Who Must Submit PRDs**

All Dischargers that operate facilities as described in Attachment A of this General Permit are subject to either Notice of Intent (NOI) or No Exposure Certification (NEC) Coverage and shall comply with the PRD requirements in this General Permit.

#### **B. Who Is Not Required to Submit PRDs**

Dischargers that operate facilities described below are not required to submit PRDs:

1. Facilities that are not described in Attachment A;
2. Facilities that are described in Attachment A but do not have discharges of storm water associated with industrial activity to waters of the United States; or,
3. Facilities that are already covered by an NPDES permit for discharges of storm water associated with industrial activity.

#### **C. Annual Fees for NOI and NEC Coverage**

Annual Fees for NOI and NEC coverage are established through regulations adopted by the State Water Board and are subject to change (see California Code of Regulations, title 23, section 2200 et seq.).

#### **D. When and How to Apply**

Dischargers proposing to conduct industrial activities subject to this General Permit must electronically certify and submit PRDs via the Storm Water Multiple Application

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Reporting and Tracking System (SMARTS)<sup>1</sup> no less than seven (7) days prior to the commencement of industrial activity. Existing Dischargers must submit PRDs for NOI coverage by July 1, 2015 or for NEC coverage by October 1, 2015.

### E. PRD Requirements for NOI Coverage

1. Notice of Intent (NOI) and Signed Electronic Authorization Form.
2. Site Map (Section X.E of this General Permit).
3. Storm Water Pollution Prevention Plan (see Section X of this General Permit).

### F. Description of PRDs for NOI Coverage

1. The Notice of Intent (NOI) requires the following information:

- a. Operator/Owner Information

Operator/Owner Company or Organization Name  
 Contact First Name  
 Contact Last Name  
 Title  
 Street Address  
 Address Line 2  
 City/State/Zip  
 Phone (e.g. 999-999-9999)  
 E-mail (e.g. abc@xyz.com)  
 Federal Tax ID

- b. Facility Information

Facility Name  
 WDID Number (if applicable)  
 Contact First Name  
 Contact Last Name  
 Title  
 Street Address  
 Address Line 2  
 City  
 County  
 Phone (e.g. 999-999-9999)

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<sup>1</sup> The State Water Board has developed the SMARTS online database system to handle registration and reporting under this General Permit. More information regarding SMARTS and access to the database is available online at <<https://smarts.waterboards.ca.gov>>. [as of June 26, 2013].

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Emergency Phone (e.g. 999-999-9999)  
 E-mail (abc@xyz.com)  
 State/Zip CA  
 Total Site Size (Acres)  
 Latitude (Decimal degrees only, minimum 5 significant digits, e.g. 99.99999)  
 Longitude (Decimal degrees only, minimum 5 significant digits, e.g. 99.99999)  
 Total Percentage Site Imperviousness Area of Facility (Acres)  
 Total Areas of Industrial Activities and Materials Exposed to Precipitation  
 Primary SIC Code  
 Secondary SIC Code  
 Tertiary SIC Code  
 Regional Water Board

## c. Billing Information

Billing Name  
 Contact First Name  
 Contact Last Name  
 Title  
 Street Address  
 Address Line 2  
 City/State/Zip  
 Phone (e.g. 999-999-9999)  
 E-mail (e.g. abc@xyz.com)

## d. Receiving Water Information

Does your facility's storm water flow directly or indirectly into waters of the US such as river, lake, ocean, etc. (check box for directly or indirectly)

- i. Indirectly to waters of the US
- ii. Storm drain system - Enter owner's name:
- iii. Directly to waters of the US (e.g., river, lake, creek, stream, bay, ocean, etc.)
- iv. Name of the receiving water: \_\_\_\_\_

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2. The Site Map(s) shall include the following Information:
  - a. The facility boundary;
  - b. Storm water drainage areas within the facility boundary;
  - c. Portions of any drainage area impacted by discharges from surrounding areas and flow direction of each drainage area;
  - d. On-facility surface water bodies;
  - e. Areas of soil erosion;
  - f. Location(s) of nearby water bodies (such as rivers, lakes, wetlands, etc.);
  - g. Location(s) of municipal storm drain inlets that may receive the facility's industrial storm water discharges and authorized Non-Storm Water Discharges (NSWDs);
  - h. Locations of storm water collection and conveyance systems and associated points of discharge, and direction of flow;
  - i. Any structural control measures (that affect industrial storm water discharges, authorized NSWDs, and run-on);
  - j. All impervious areas of the facility, including paved areas, buildings, covered storage areas, or other roofed structures;
  - k. Locations where materials are directly exposed to precipitation;
  - l. Locations where significant spills or leaks identified (Section X.G.1.d of this General Permit) have occurred;
  - m. Areas of industrial activity subject to this General Permit;
  - n. All storage areas and storage tanks;
  - o. Shipping and receiving areas;
  - p. Fueling areas;

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- q. Vehicle and equipment storage/maintenance areas;
  - r. Material handling and processing areas;
  - s. Waste treatment and disposal areas;
  - t. Dust or particulate generating areas;
  - u. Cleaning and material reuse areas; and,
  - v. Any other areas of industrial activity which may have potential pollutant sources.
3. The Storm Water Pollution Prevention Plan (SWPPP) must be prepared in accordance with Section X of this General Permit.
  4. A NOI Certification by the Discharger that all PRDs submitted are correct and true.
  5. SMARTS Electronic Authorization Form (Signed by any user authorized to certify and submit data electronically).

### **G. PRD Requirements for NEC Coverage**

1. No Exposure Certification and Signed Electronic Authorization Form.
2. No Exposure Certification Checklist Consistent with Requirements in Section XVII.F.2 of this General Permit.
3. Current Site Map Consistent with Requirements in Section X.E of this General Permit.

### **H. Description of PRDs for NEC Coverage**

1. The No Exposure Certification requires the following information:
  - a. Operator/Owner Information
    - Operator/Owner Name
    - Contact First Name
    - Contact Last Name
    - Title

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Street Address  
 Address Line 2  
 City/State/Zip  
 Phone Ex (999-999-9999)  
 E-mail (abc@xyz.com)  
 Federal Tax ID

## b. Facility Information

Facility Name  
 Contact First Name  
 Contact Last Name  
 Title  
 Street Address  
 Address Line 2  
 City  
 County  
 Phone Ex (999-999-9999)  
 Emergency Phone Ex (999-999-9999)  
 E-mail (abc@xyz.com)  
 State/Zip CA  
 Total Site Size (Acres)  
 Latitude (Decimal degrees only, minimum 5 significant digits, Ex 99.99999)  
 Longitude (Decimal degrees only, minimum 5 significant digits, Ex 99.99999)  
 Percent of Site Imperviousness (%)  
 Primary SIC Code  
 Secondary SIC Code  
 Tertiary SIC Code  
 Regional Water Board

## c. Billing Information

Billing Name (if different than Operator/Owner)  
 Contact First Name  
 Contact Last Name  
 Title  
 Street Address  
 Address Line 2  
 City/State/Zip  
 Phone E.g. (999-999-9999)  
 E-mail (e.g. abc@xyz.com)

## d. SMARTS Electronic Authorization Form - Signed by any user authorized to certify and submit data electronically.

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- e. Certification by the Discharger that all PRDs submitted are correct and true and that the conditions of no-exposure have been met.
2. The NEC Checklist (Section XVII.F.2 of this General Permit) must be prepared to demonstrate that, based upon a facility inspection and evaluation, none of the following industrial materials or activities are, or will be in the foreseeable future, exposed to precipitation:
    - a. Activities such as using, storing, or cleaning industrial machinery or equipment, and areas with materials or residuals from these activities;
    - b. Materials or residuals on the ground or in storm water inlets from spills/leaks;
    - c. Materials or products from past industrial activity;
    - d. Material handling equipment (except adequately maintained vehicles);
    - e. Materials or products during loading/unloading or transporting activities;
    - f. Materials or products stored outdoors (except final products intended for outside use, e.g., new cars, where exposure to storm water does not result in the discharge of pollutants);
    - g. Materials contained in open, deteriorated or leaking storage drums, barrels, tanks, and similar containers;
    - h. Materials or products handled/stored on roads or railways owned or maintained by the Discharger;
    - i. Waste material (except waste in covered, non-leaking containers, e.g., dumpsters). Application or disposal of processed wastewater (unless already covered by an NPDES permit); and,
    - j. Particulate matter or visible deposits of residuals from roof stacks/vents evident in the storm water outflow.
  3. The Site Map(s) shall include the following information (see Section X.E of this General Permit):
    - a. The facility boundary;
    - b. Storm water drainage areas within the facility boundary;
    - c. Portions of any drainage area impacted by discharges from surrounding areas and flow direction of each drainage area;

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- d. On-facility surface water bodies;
- e. Areas of soil erosion;
- f. Location(s) of nearby water bodies (such as rivers, lakes, wetlands, etc.);
- g. Location(s) of municipal storm drain inlets that may receive the facility's industrial storm water discharges and authorized NSWDS;
- h. Locations of storm water collection and conveyance systems and associated points of discharge, and direction of flow;
- i. Any structural control measures (that affect industrial storm water discharges, authorized NSWDS, and run-on);
- j. All impervious areas of the facility, including paved areas, buildings, covered storage areas, or other roofed structures;
- k. Locations where materials are directly exposed to precipitation and the locations where significant spills or leaks identified (Section X.G.1.d of this General Permit) have occurred;
- l. Areas of industrial activity subject to this General Permit;
- m. All storage areas and storage tanks;
- n. Shipping and receiving areas;
- o. Fueling areas;
- p. Vehicle and equipment storage/maintenance areas;
- q. Material handling and processing areas;
- r. Waste treatment and disposal areas;
- s. Dust or particulate generating areas;
- t. Cleaning and material reuse areas; and,
- u. Any other areas of industrial activity which may have potential pollutant sources.

**PERMIT REGISTRATION DOCUMENTS (PRDS)****I. Obtaining Coverage**

To obtain coverage under this General Permit PRDs must be included and completed. If any of the required items are missing, the PRD submittal is considered incomplete and will be rejected. Upon receipt of a complete PRD submittal, the State Water Board will process the application package in the order received and assign a (WDID) number.

**J. Additional Information**

The Water Board may require the submittal of additional information in SMARTS if required to determine the appropriate fee for the facility as specified by the fee regulations.

**K. Questions**

If you have any questions on completing the PRDs or about SMARTS, please email [stormwater@waterboards.ca.gov](mailto:stormwater@waterboards.ca.gov) or call (866) 563-3107.