

DEQ USE ONLY

Application # _____
 File# _____
 EPA # _____
 LLID/RM: _____
 DOC Conf: _____
 Notes: _____

OREGON DEPARTMENT OF ENVIRONMENTAL QUALITY

APPLICATION
NPDES INDUSTRIAL STORMWATER
GENERAL PERMIT
 (Nos. 1200-Z, 1200-ZN, and 1200-COLS)



DEQ USE ONLY

Date Received: _____

A. REFERENCE INFORMATION

1.	Legal Name:	2.	Common Name:
3.	Physical Facility Street Address:		
	City, State, Zip Code:	County:	
4.	Site Location by Latitude and Longitude (degrees/minutes/seconds)		
	Latitude: / /	Longitude: / /	
5.	Is the applicant the owner of the facility? <input type="checkbox"/> Yes <input type="checkbox"/> No		
6.	Facility Primary SIC Code and Title:		
7.	Facility Secondary SIC Code(s):		
8.	Legal Contact:		
	Mailing Address:	City, State, Zip Code:	
	Telephone:	Email Address:	
9.	Facility Contact:		
	Mailing Address:	City, State, Zip Code:	
	Telephone:	Email Address:	
10.	Invoice Contact:		
	Mailing Address:	City, State, Zip Code:	
	Telephone:	Email Address:	

B. STORMWATER DISCHARGE INFORMATION

1.	Briefly describe the various activities that take place on your site that may result in industrial pollutants contaminating stormwater runoff from the site:	
2.	Receiving waterbody: list the name(s) of the water(s) that receive stormwater from your facility:	
	<input type="checkbox"/> Direct Discharge	Creek or Stream:
	<input type="checkbox"/> Indirect Discharge through a municipal storm sewer or drainage system (MS4), ditch, infiltration device, or other manmade conveyance system:	Receiving Stream:
3.	Has any stormwater analytical data been collected for the site? <input type="checkbox"/> YES <input type="checkbox"/> NO (If "YES", please attach data.)	
4.	Have all the stormwater outfalls associated with industrial activities on your site been evaluated for the presence of non-stormwater discharges not otherwise authorized by this permit or other DEQ permits <input type="checkbox"/> YES <input type="checkbox"/> NO (If "YES", describe results of investigation below.)	
	By signing this application, you certify that this investigation has occurred. Briefly describe the methods used to evaluate for the presence of non-stormwater discharges.	

5.	Have any leaks or spills or other instances of stormwater contamination occurred at the site within the last three (3) years? <input type="checkbox"/> YES <input type="checkbox"/> NO (If "YES", please describe.)
6.	Are there other DEQ water quality permits issued for this site? <input type="checkbox"/> YES <input type="checkbox"/> NO (If "YES", please describe the permits and provide the permit numbers:

C. LAND USE COMPATIBILITY STATEMENT

Attach the original and complete Land Use Compatibility Statement (LUCS) signed by the local land use authority. The application will not be processed unless the local land use authority approves it and it meets statewide planning goals.

D. SIGNATURE OF LEGALLY AUTHORIZED REPRESENTATIVE

I hereby certify that the information contained in the application is true and correct to the best of my knowledge and belief. In addition, I agree to pay all permit fees required by Oregon Administrative rules 340-045. This includes a compliance determination fee invoiced annually by DEQ to maintain the permit.

Name of Legally Authorized Representative (Type or Print):

Title:

Signature of Legally Authorized Representative:

Date

E. APPLICATION SUBMITTAL

The following application materials must be completed and submitted to the DEQ regional office or to a DEQ agent (see instructions for list of DEQ regional offices and agents).

- ☐ Signed application form
- ☐ Land Use Compatibility Statement with signature of the local land use planning official
- ☐ Stormwater pollution control plan and checklist
- ☐ Application fee. Effective 11/1/2013, the fee is \$1,676 (includes \$826 for new permit application and \$850 for first year annual fee). Make the check payable to DEQ.

If you are sending your application to a DEQ agent, check with the DEQ agent for the appropriate fees and make check payable to the DEQ agent.

APPLICATION INSTRUCTIONS FOR NPDES GENERAL PERMIT

Please answer all questions.

AN INCOMPLETE APPLICATION OR APPLICATION WITH INCORRECT FEES WILL NOT BE PROCESSED.
 If the information requested is not applicable, please indicate as such.

A. REFERENCE INFORMATION

- Enter the legal name of the applicant. This must be the **legal** Oregon name (i.e., Acme Products, Inc.) or the **legal** representative of the company if it operates under an assumed business name (i.e., John Smith, dba Acme Products). The name must be a legal, active name registered with the Oregon Department of Commerce, Corporation Division (503) 378-4752 unless otherwise exempted by their regulations. The permit will be issued to the legal name of the applicant.
- Enter the common name of the facility or operation if different than the legal name.
- Enter the physical location of the facility (not mailing address), including city, state, zip code, and county.

4. Enter the latitude and longitude of the approximate center of the facility or site in degrees/minutes/seconds to the nearest 15 seconds. Latitude and longitude can be obtained from United States Geological Survey (USGS) quadrangle topographic maps by calling toll-free at 1-888-ASK-USGS (1-888-275-8747) or by using DEQ's location finder web site at <http://deq12.deq.state.or.us/website/findloc/data.asp>. When using DEQ's location finder web site, if you do not know your address, go to "locate place" on the left side of the page and type in the "address" and then click on "locate." To get the longitude and latitude to appear you can also zoom in and re-center until you find the area. You may want to turn off DEQ interests to eliminate the yellow dots and you may want to turn on the Aerial Photos to help you locate the site (note that the aerial photos are over ten years old). The latitude and longitude will be indicated on the left side of the page. Instructions for obtaining latitude and longitude from topographic maps may be obtained at <http://www.deq.state.or.us/wq/pubs/guides/latlonginstr.pdf>.
5. Indicate if the applicant is the owner of the facility.
6. Provide the primary Standard Industrial Classification (SIC) Code and Title for the facility that best describes the primary industrial activities performed by your facility under which you are required to obtain permit coverage. Your primary industrial activity includes any activities performed on-site which are (1) identified by the facility's one SIC code for which the facility is primarily engaged; and (2) included in the narrative descriptions of 40 CFR 122.26(b)(14)(i), (iv), (v), or (vii), and (ix). See *Table 1: Sources Covered* on page 3 of the permit for a complete list of SIC codes and industrial activities. The SIC Code is a four digit number assigned to different businesses. The SIC Title corresponds to the Code and is a short description of activities that occur at a business. Typically, SIC Codes are used by the fire marshal or insurance companies. They are also used when filing taxes or registering as a corporation with the state. If you do not know your SIC Code and Title, try the OSHA Web Site at http://www.osha.gov/pls/imis/sic_manual.html or contact DEQ or Agent office for assistance.
7. If your site has secondary industrial activities (i.e., co-located activities) that are not identified as your primary industrial activity, provide the SIC code(s) that describe these other industrial activities. You are only required to provide SIC code (s) for industrial activities on site that are listed in *Table 1: Sources Covered* on page 3 of the permit.
8. Enter the name, telephone number, and mailing address of the Legal Contact. The Legal Contact is the person that receives official correspondence from DEQ, such as renewal notices or notices of noncompliance, and may be contacted if there are questions about this application.
9. Enter the name, telephone number and mailing address of the Facility Contact if different from the Legal Contact. The Facility Contact is the person located at the facility that has specific knowledge of the facility or operation under permit (e.g., the treatment plant operator), and may be contacted if there are specific questions about this application.
10. Enter invoicing information for billing purposes if different from the Legal Contact (e.g., "Invoice To: Business Office - Accounts Payable").

B. STORMWATER DISCHARGE INFORMATION

1. Briefly describe the activities at the site that have the potential to contaminate stormwater. Such activities include the storage of materials or equipment outside, unloading and loading activities, maintenance activities, etc.
2. Indicate the name(s) of the receiving water(s) that industrial stormwater from your facility will discharge to. Your receiving water may be a lake, stream, river, wetland or other waterbody, and may or may not be located adjacent to your facility. Your stormwater may discharge directly to the receiving water or indirectly via a storm sewer system, an open drain or ditch, or other conveyance structure. Do NOT list a man-made conveyance, such as a storm sewer system, as your receiving water. Indicate the **first natural receiving water** your stormwater discharge enters. For example, if your discharge enters a storm sewer system, that empties into Trout Creek, which flows into Pine River, your receiving water is Trout Creek, because it is the first natural waterbody your discharge will reach. Similarly, a discharge into a ditch that feeds Spring Creek should be identified as "Spring Creek" since the ditch is a manmade conveyance. If you discharge into a municipal separate storm sewer system (MS4), you must identify the waterbody into which that portion of the storm sewer discharges. That information should be readily available from the operator of the MS4.
3. Indicate if any tests have been done on the facility's stormwater runoff associated with industrial activities on the site. If no stormwater data exists, you are not required to test stormwater for application purposes. Attach any sampling results that may be available.

4. The federal stormwater regulations (40 CFR 122.26(c)) require that your facility be investigated for the presence of non-stormwater discharges. Non-stormwater discharges are any discharges not associated with rain events such as discharges of wash water, boiler blowdown, non-contact cooling water, process wastewater, etc. Certain non-stormwater discharges are authorized under this permit (please see Schedule A, condition 5 of the permit).

Please describe the method used to evaluate your site for the presence of non-stormwater discharges. Methods may include conducting a visual inspection of activities at the site during periods of dry weather to determine if there is any unusual drainage off the site; inspecting site plans or testing drainage lines to confirm that drains being used for non-stormwater discharges are connected to sanitary sewer (sewage treatment plant); or some combination of the above. By signing the application, you certify that such an investigation has been performed. Indicate if any non-stormwater discharges were found during the investigation that are not authorized by this permit or any other existing DEQ permit. For example, if flow was noted, describe the source of the non-stormwater discharge. At the time the application is reviewed, a determination will be made as to whether the non-stormwater discharge needs a permit.

5. Indicate if any leaks or spills of materials or wastes have occurred at the facility within the last three years.
6. Indicate if there are any other DEQ permits issued for this site. If so, please describe the permits and provide the permit numbers. Indicate if you are using any of the stormwater outfalls on site to discharge wastewater that is authorized under a different permit.

C. LAND USE COMPATIBILITY STATEMENT

Land Use Compatibility Statement (LUCS) must be signed by local planning official. If there are any conditions placed on the land use approval, the findings must be included. The LUCS form may be obtained from DEQ at: <http://www.deq.state.or.us/pubs/permithandbook/lucs.htm>.

D. SIGNATURE OF LEGALLY AUTHORIZED REPRESENTATIVE

The signature of a legally authorized representative must be provided in order to process this application. See the table below for more information.

DEFINITION OF LEGALLY AUTHORIZED REPRESENTATIVE:

Please also provide the information requested in brackets []

- **Corporation** - president, secretary, treasurer, vice-president, or any person who performs principal business functions; or a manager of one or more facilities that is authorized in accordance to corporate procedure to sign such documents
- **Partnership** - General partner *[list of general partners, their addresses, and telephone numbers]*
- **Sole Proprietorship** - Owner(s) *[each owner must sign the application]*
- **City, County, State, Federal, or other Public Facility** - Principal executive officer or ranking elected official
- **Limited Liability Company** - Member *[articles of organization]*
- **Trusts** - Acting trustee *[list of trustees, their addresses, and telephone numbers]*

E. APPLICATION SUBMITTAL

Please send the following completed application materials to the appropriate DEQ regional office or DEQ Agent office: **Application form; Stormwater Pollution Control Plan (SWPCP); SWPCP checklist; Land Use Compatibility Statement (LUCS), and fees.** For more information on preparing a SWPCP, please see DEQ's guidance document, located at <http://www.deq.state.or.us/wq/stormwater/industrial.htm>. DEQ has entered into agreements with several local jurisdictions known as "Agents" to process the permit applications and administer the permits on DEQ's behalf. If your project is located in one of these areas, please submit your application materials to the Agent, including two copies of the SWPCP.

SUBMIT THE FEES AND APPLICATION TO THE APPROPRIATE DEQ OR AGENT OFFICE

DEQ Northwest Region 2020 SW 4th Avenue, Suite 400 Portland, OR 97201-4987 503-229-5263 or 800-452-4011	DEQ Western Region 165 East 7th Avenue, Suite 100 Eugene, OR 97401-3049 541-687-7326 or 800-844-8467	DEQ Eastern Region 700 SE Emigrant Avenue, Suite 330 Pendleton, OR 97801 541-276-4063 or 800-452-4011
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NORTHWEST REGION COUNTIES					
Clackamas	Clatsop	Columbia	Multnomah	Tillamook	Washington

WESTERN REGION COUNTIES					
Benton	Coos	Curry	Douglas	Jackson	Josephine
Lane	Lincoln	Linn	Marion	Polk	Yamhill

EASTERN REGION COUNTIES					
Baker	Crook	Deschutes	Gilliam	Grant	Harney
Hood River	Jefferson	Klamath	Lake	Malheur	Morrow
Sherman	Umatilla	Union	Wallowa	Wasco	Wheeler

City of Portland Bureau of Environmental Services Water Pollution Control Laboratory 6543 N. Burlington Ave. Portland, OR 97203-5452 Contact: Michael Pronold (503) 823-7584	Clean Water Services (includes all or part of Beaverton, Cornelius, Forest Grove, Hillsboro, Sherwood, Tigard, and Tualatin) 2550 SW Hillsboro Highway Hillsboro, OR 97123 Contact: Rick Fischl (503) 681-5134	City of Eugene 410 River Avenue Eugene, OR 97404 Contact: Jonathan Wilson (541) 682-8616
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