



Montana Department of
ENVIRONMENTAL QUALITY

WATER PROTECTION BUREAU

Agency Use

Permit No.:

Date Rec'd

Amount Rec'd

Check No.

Rec'd By

FORM
NOI

Notice of Intent (NOI)
Storm Water Discharge Associated With Construction Activity
MTR100000

The NOI form is to be completed by the owner or operator of construction activity eligible for coverage under the Department's *General Permit for Storm Water Discharges Associated with Construction Activities*. Please read the attached instructions before completing this form. You must print or type legibly; forms that are not legible or are not complete or are unsigned will be returned. You must maintain a copy of the completed NOI form for your records.

Section A - NOI Status (*Check one*):

- New No prior NOI submitted for this site.
- Resubmitted Permit Number: MTR10 _ _ _ _
- Renewal Permit Number: MTR10 _ _ _ _
- Modification Permit Number: MTR10 _ _ _ _ (Discuss Modification in Section I)

Section B - Facility or Site Information (*See instruction sheet.*):

Site Name _____

Site physical address _____

Nearest City or Town _____ Zip Code _____ County _____

Latitude _____ Longitude _____

Is this facility or site located on Indian Lands? Yes No

Section C - Applicant (Owner/Operator) Information:

Owner or Operator Name _____

Mailing Address _____

City, State, and Zip Code _____

Phone Number _____

Is the person listed above the construction project owner? Yes No

Status of Applicant (*Check one*) Federal State Private Public Other (specify) _____

Section D - Existing or Pending Permits, Certifications, or Approvals: None

- MPDES _____ RCRA _____
- PSD (Air Emissions) _____ Other _____
- 404 Permit (dredge & fill) _____ Other _____

Section E - Standard Industrial Classification (SIC) Codes:

Provide at least one SIC code which best reflects the type of construction activity or project described in Section H.

Code	A. Primary	Code	B. Second
1		2	
Code	C. Third	Code	D. Fourth
3		4	

Section F - Facility or Site Contact Person/Position:

Name and Title, or Position Title _____

Mailing Address _____

City, State, and Zip Code _____

Phone Number _____

Email Address _____

Section G - Receiving Surface Water(s):

Storm Water Outfall/Discharge Locations: For each outfall, list latitude and longitude to the nearest second and the name of the receiving waters

Outfall Number	Latitude	Longitude	Receiving Surface Waters
001			
002			
003			
004			
005			

MAP: Attach a USGS topographic quadrangle map extending one mile beyond the property boundaries of the site or activity identified in Section B depicting the facility or activity boundaries, major drainage patterns, and the receiving surface waters stated above.

Section H - Describe the Construction Activity or Project:

Total Site Area (acres) _____

Area of Construction Related Disturbance (acres) _____

Estimated Project Start Date _____

Estimated Project Completion Date _____

Estimated Project Final Stabilization Date _____

Summary of Best Management Practices (BMPs) in SWPPP:

Section I – Supplemental Information (*For Permit Modification Only – leave blank except for modification*)

Section J – Fee:

NEW PROJECTS:

Indicate the acreage of construction related disturbance indicated in Section H of this NOI form. The fee for new projects includes the application and the annual fee for the calendar year in which the permit authorization is effective.

- 1-5 acres \$ 900.00
- >5-10 acres \$1,000.00
- >10-25 acres \$1,200.00
- >25-100 acres \$2,000.00
- >100 acres \$3,500.00

RESUBMITTAL \$ 500.00

RENEWAL \$ Amount specified in Rule (only required if > four years since date the permit authorization is effective)

MODIFICATION \$ 500.00 (minor modification, only if < six months from date the permit authorization is effective)

Section K - CERTIFICATION

Applicant Information: This form must be completed, signed, and certified as follows:

- For a corporation, by a principal officer of at least the level of vice president;
- For a partnership or sole proprietorship, by a general partner or the proprietor, respectively; or
- For a municipality, state, federal, or other public facility, by either a principal executive officer or ranking elected official.

All Applicants Must Complete the Following Certification:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information; including the possibility of fine and imprisonment for knowing violations. [75-5-633, MCA]

Delegation of Signature Authority: For persons signing this NOI form on behalf of the authorized signatory identified above, the undersigned represents that he or she is authorized to sign this form on behalf of the permit applicant (owner/operator) identified in Section C. A copy of the letter of authorization, or equivalent, granting signature authority must be attached to this form.

A. Name (Type or Print)

B. Title (Type or Print)

C. Phone No.

D. Signature

E. Date Signed

The Department will not process this form until all of the requested information is supplied, and the appropriate fees are paid. Return this form (Form NOI), a complete and signed Storm Water Pollution Prevention Plan (SWPPP), and the applicable fee to:

Department of Environmental Quality
Water Protection Bureau
PO Box 200901
Helena, MT 59620-0901
(406) 444-3080

INSTRUCTIONS FOR

Form NOI – Storm Water Discharge Associated With Construction Activity

IMPORTANT: The NOI form is to be completed by the owner or operator of a construction activity eligible for coverage under the Department's *General Permit for Storm Water Discharges Associated with Construction Activity*. Do not use this form to transfer permit coverage to a new owner or operator, you must use Form PTN. You must provide the information requested for this application to be complete. Responses must be self-explanatory and must not refer exclusively to attached maps, plans, or documents. The appropriate fees must accompany this NOI Form. Do not submit these items separately. Mail this NOI Form to the DEQ address stated on the Form. You must maintain a copy of the completed NOI Form for your records. Storm Water Construction General Permit documents and related forms are available from the Storm Water Program at (406) 444-3080 or on the DEQ website at: <http://www.deq.mt.gov>

Please type or print legibly; applications that are not legible or are not complete will be returned.

SPECIFIC ITEM INSTRUCTIONS

Section A – NOI Status

Check the box that applies and provide the requested information. If an NOI has not been previously submitted for this site, check the first box (New). The Department will assign a permit number when the NOI is submitted. The permit number is a 9-digit code beginning with MTR1. If you submitted a NOI and the Department returned it to you as deficient or incomplete, check the second box (Resubmitted); if you were notified by the Department that the permit coverage expired and you submit an updated NOI, check the third box (Renewal); if there is a change in the facility or site information (Section H), check the last box (Modification). If an NOI has been submitted and returned as incomplete the number appears in the upper right hand corner of the NOI form. If the site is covered under the *General Permit for Storm Water Discharges Associated with Construction Activity*, the number is given on the Confirmation of Receipt letter sent to you by the Department. The permit number must be included on any correspondence with the Department regarding this site.

Section B – Facility or Site Information:

Identify the name of the site or what the project will be called. The site is the land or property where the facility or activity is physically located or conducted, including other land used in connection with the facility or activity. Give the address or location of this facility or site and the geographical information. Latitude and longitude must be accurate to the nearest second. Sources include GPS, a USGS topographic map, and/or "Topofinder" from <http://nris.mt.gov/interactive.html>. The location may be a physical mailing address or description of how the site may be accessed. (PO Boxes are not acceptable.)

Section C – Applicant (Owner/Operator) Information:

Give the name, as it is legally referred to, of the person, business, public organization, or other entity that owns, operates, controls or supervises the site or activity described in Section B of this NOI form. The permit will be issued to the entity identified in this section (Section C). The owner or operator assumes all liability for discharges from the site and compliance with the terms and conditions of the General Permit. If the owner or operator is other than a person or government entity it must be registered with the Montana Secretary of State's office.

Section D– Existing or Pending Permits, Certifications, or Approvals:

Specify by number any existing or pending permits that exist for this facility or activity.

Section E – Standard Industrial Classification (SIC) Code:

List, in descending order of significance, the four digit SIC Code(s) that best describe the type of construction activity at this site. Also, provide a brief description in the space provided. A complete list of

SIC Codes (and conversions from the newer North American Industry Classification System (NAICS)) can be obtained from the Internet at <http://www.census.gov/epcd/www/naics.html> or in paper form from the document entitled “Standard Industrial Classification Manual”, Office Management and Budget, 1987. SIC Code listings may also be found at <http://www.osha.gov/pls/imis/sicsearch.html> . At least one SIC code must be provided. See attached table for common SIC codes.

Section F – Facility or Site Contact Person/Position:

Give the name, title, work phone number, and email address (optional) of a person who is thoroughly familiar with the operation of the facility or site activity or project and with the facts reported in this form, and who can be contacted by the Department for additional information. Those facilities with periodic changes in the contact person may provide the contact person position instead of a person's name.

Section G – Receiving Surface Water(s):

An outfall location is considered to be a discrete channel, conveyance, structure, or flow path from which storm water discharge leaves the boundary of the construction site or facility and/or enters surface water. “Surface waters” is defined in ARM 17.30.1102(32) as any waters on the earth’s surface including, but not limited to, streams, lakes, ponds, reservoirs, or other surface water including ephemeral and intermittent drainage ways and irrigation systems. Water bodies used solely for treating, transporting, or impounding pollutants shall not be considered surface water. Provide the following information in the table on the application form:

1. Assign a number to each outfall starting with 001. If the outfall is not well defined, assign the outfall number to a drainage area. For existing permittees, ensure outfall numbers used are consistent with those identified in the past for the same outfall.
2. Latitude/longitude can be derived from a USGS 7.5 minute topographic map and/or “Topofinder” at <http://nris.mt.gov/interactive.html>. Latitude and longitude must be accurate to the nearest second.
3. Give the name of the surface waters that receive the storm water discharge. If the discharge reports to a municipal storm sewer, please indicate so.
4. Please attach a USGS topographic map(s) indicating the boundary of your construction site or facility, major drainage patterns, and the receiving surface water(s).

Section H – Construction Activity or Project Information:

As required by ARM 17.30.1115(2), provide the required information. A detailed description of the Best Management Practices (BMPs) must be included in the Storm Water Pollution Prevention Plan (SWPPP). In addition to the NOI form, you must submit a SWPPP for the Department to consider the NOI package to be complete.

Section I – Supplemental Information:

Use the space provided to expand upon any information requested in the NOI or information you wish to bring to the attention of the reviewer. Attach additional sheets, if necessary. For applicants requesting a modification to existing NOI or SWPPP, provide an explanation of the requested modification.

Section J – Fee:

Indicate the fee payment to be included with the NOI submittal. The Department will not process the NOI form until the appropriate application fee is paid. Fees are determined based on the total area of construction related disturbance in acres. The fee is based on the following:

- **New project** fees are based on the total disturbed acreage. This is the same as the total acreage of the construction related disturbance indicated in Section H of the NOI form. This includes both primary operations as well as support areas (borrow areas, fill areas, staging areas, etc.) associated with the construction activity. For new projects, the fee includes both the application fee and the first annual fee (based on the calendar year for NOI coverage).

- **Resubmittal** fees are required when an applicant makes substantial changes requiring significant additional review by the Department. It will be charged where a resubmitted NOI and storm water pollution prevention plan requires substantive review by the department. For example, the administrative processing fee will generally not be assessed for processing voluntary updates of construction storm water pollution prevention plans (SWPPPs). However, if the department identifies deficiencies in a SWPPP during a compliance inspection, the processing fee may be charged for review of the resubmitted SWPPP. The fee will usually be charged when the department identifies a deficiency in a plan and reviews the corrected plan.
- **Renewal** fees are required if the date of an existing NOI is over four years old and the Department has requested a renewal application.
- **Modification** fees are based on minor modification of the permit, including transfer of ownership, made within six months of the date of issuance of the authorization. Except for name changes, modifications made six months or more after the permit authorization is effective will be processed as a new permit application. For example, if an applicant received a confirmation letter for a project which subsequently expanded more than six months later, the applicant would be required to permit the additional disturbed acreage under a new NOI and remit the “new project” fee for the acreage associated with the expansion.

For additional information on permit fees, see ARM 17.30.201 et seq. as amended December 2009.

Common Standard Industrial Classification (SIC) Codes

Division	SIC	Industrial Activity Represented
Agriculture, Forestry and Fishing	0211	Beef Cattle Feedlots
	0212	Beef cattle, Except Feedlots
	0213	Hogs
	0214	Sheep and Goats
	0241	Dairy Farms
	0251	Broiler, Fryer and Roaster Chickens
	0252	Chicken Eggs
	0253	Turkeys and Turkey Eggs
	0254	Poultry Hatcheries
	0259	Poultry and Eggs, not elsewhere classified (Ducks)
	0272	Horses and Other Equines
0921	Fish Hatcheries and Preserves	
Mining	1021	Copper Ores
	1031	Lead and Zinc Ores
	1044	Silver Ores
	1041	Gold Ores
	1221	Bituminous Coal and Lignite Surface Mining
	1311	Crude Petroleum and Natural Gas
	1442	Construction Sand and Gravel
Construction	1521	General Contractors – Single Family Houses
	1522	General Contractors – Residential Bldgs Other Than Single Family
	1542	General Contractors – Nonresidential Buildings, Other than Industrial Buildings and Warehouses
	1611	Highway and Street Construction, Except Elevated Highways
	1622	Bridge, Tunnel, and Elevated Highway Construction
	1623	Water, Sewer, Pipeline, Communications & Power Line Construction
	1629	Heavy Construction, Not Elsewhere Classified
	1794	Excavation Work
1541	General Contractors – Industrial Buildings and Warehouses	
Manufacturing	2011	Meat Packing Plants
	2063	Beet Sugar
	2421	Sawmills and Planing Mills, General
	2611	Pulp Mills
	2911	Petroleum Refining
	3241	Cement, Hydraulic
Transportation, Communications, Electric, Gas and Sanitary Services	4911	Electric Services
	4941	Water Supply
	4952	Sewerage Systems
	4953	Refuse Systems
Wholesale Trade	5093	Scrap and Waste Materials
	5154	Livestock
	5171	Petroleum Bulk Stations and Terminals
Retail Trade	5541	Gasoline Service Stations
	5984	Liquefied Petroleum Gas (Bottled Gas) Dealers
Services	7011	Hotels and Motels
	7033	Recreational Vehicle Parks and Campsites
	7542	Carwashes
Public Administration	9224	Fire Protection
	9711	National Security