

NEW APPLICATION

Complete an MPDES Application/NOI

Once you click next, your application will be initiated and the work you do from that point on will be auto-saved. You can leave the application process at any time to return later and pick up where you left off by <u>viewing/editing your application</u>.

The left hand side of the Application pages shows how many steps you have to complete for your application. You can freely move back and forth between pages of the Application. Note that Applications/NOI's for different permits will ask and require different information. At each step of the

Application, each page has an ¹ icon in the upper right hand side of the page. Clicking this icon will display page-specific help documentation.

See Validation Requirements 🚳 🛛 🕫 Refresh	Line Vi
Facility/Site Information	1 Facility Help Storm Water Construction
Facility Name *	2 Facility or site information identify the name of the facility or activity at this site that is the soure of storm water discharge. The site is the land or property where the facility or activity is physically located or accorducted inscharge other activities.
Street Address *	City+Zip* Select City and Zip Code r - mt.gov/interactive.html. The location may be a physical mailing address or decation of this facility or action at the generation of the securate to the nearest second securate to the nearest securate to the nearest second second
Latitude; * Longitude: *	fai lifty or site is located on or within the boundaries of a federally recognized Indian Re ervation the Montana DEQ is not the permitting authority. You must contact the Environmental Protection Agency (EPA) Montana's Region 8 Operation Office in Notice at (109) 167 5000
To set your facility lat/long, either: ✓ <u>Manually Edit Lat/Long</u> ♥ <u>Update from Address above</u> ✿ Click on the Map	For additicital information, please visit the DEQ website at: http://www.deg.mt.go_or call (406) 444, 9080.
Closest/Main Waterbody to Facility: * 0	
Additional Waterbody Information	Close
Township/ Range/ Section: *	Lester Powered by Esri Digital Sloke, GenEye, Housed, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the G.,

Almost every page of an Application will have some required fields. These fields can be identified by the red asterisk next to the label. If you start working on a page but do not fill out all of the required fields, you will see a reminder the next time you visit that page. If a page has more than one required field still to be filled out, the top of the page will show two buttons: "See Validation Requirements (#)" and "Refresh".

Surface Water Individual for

See Validation Requirements (8)



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The number lets you know how many fields are still required on the page. Click the "See Validation Requirements" button to see a list of required fields that need to be completed. Once you fill out the fields you can click the "Refresh" button to update the list and number. If there is only a single required field left to be completed, that field will be shown instead of the "See Validation Requirements" button.

All required fields will need to be filled out correctly to submit the application. At any time during the application process, you may skip to the last step ("Certification/Signature") page on the left hand side. This page will show you all the required information that has not been completed for each step of the application process.

Most applications/NOI's will at least ask for your:

• Facility/Site Information,

Permit #: MTR107106

- <u>Representatives</u>,
- SIC Codes,
- Outfalls,
- Documents.

Once you provide all the required information for the application and you submit it, you will be presented with a screen similar to the one below:

	View/Edit Depresentatives					
Status: Submitted: Pending Funds/Signature						
Balance Due: \$1,000.00	Pay Now Sign App/NOI					
Your application still needs to be paid and sign	ed					
Document Manager Upload						⊿ Aii+
Show 10 v entries			Page sear	ch:		
Name	Document Type	It	Date	17	Links	il a
APP10095.PDF	Application Application/NOI		2017/12/07 11:56			
map.png	Application Topographic Map		2017/12/07 11:55		۲	
SWC SWPPP 2.1.pdf	Application SWPPP: Stormwater Pollution Prevention Plan		2017/12/07 11:54		۲	
RTF.pdf	Application SWPPP Site Map		2017/12/07 11:53		۲	



FACTS Fees, Applications, & Compliance Tracking System

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From this point, you have two more processes left:

- 1) <u>Sign the Application</u>. This is the process of verifying who is applying for the permit.
- 2) <u>Pay the required fees</u>.