

Instructions for Completing the Application for the Construction Stormwater General Permit Electronic Notice of Intent

Once you get to the WQ Permitting Portal, these are the two steps preceding the Notice of Intent (NOI). Follow the red arrows.

You can search by existing NOIs or you can start a new one.

The electronic Notice of Intent (eNOI) begins here. Permittees who are renewing their coverage may find some fields pre-populated. Be sure to check that those entries are correct too.

NOI Application

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

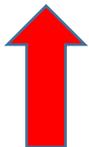
- Contact Info
- Facility/Site
- Site/Project Info
- Discharge Location
- NOI Information
- DMR
- SEPA
- Public Notice
- Site Map
- Questions

Contact Information Section Help

This Notice of Intent application requires the following contact types: **Permittee, Site Owner, and Site Contact**. Please use the table below to fill in your required contacts. You may add additional contact types that are not pre-listed. All billing correspondence will be sent to the permittee.

Note: Please remember you are responsible for notifying the Department of Ecology when your contact information changes.

Contact Type	First Name	Last Name	Organization Name	Action
Permittee				Edit - Remove
Site Contact				Edit - Remove
Site Owner				Edit - Remove



Click on the "Add Additional Contact" button as above, and you will see the form below.

NOI Application

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Contact Type	First Name	Last Name	Organization Name	Action
Permittee				Edit - Remove
Site Contact				Edit - Remove
Site Owner				Edit - Remove

Your mailing address will be standardized against the postal service (USPS) mailing database when you click on the "Save Contact" button. Verification may be necessary.

Honorific:

First Name:

Organization Name:

Mailing Address:

Country:

City: State: Zip:

Email Address:

Primary Phone: - - Ext.

Secondary Phone: - - Ext.

Contact Type:

Last Name:

Title:

Fax Number: - -

UBI Number:

Select the Contact Type from the drop-down menu.

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Contact Type	First Name	Last Name	Organization Name	Action
Permittee				Edit - Remove
Site Contact				Edit - Remove
Site Owner				Edit - Remove

Your mailing address will be standardized against the postal service (USPS) mailing database when you click on the "Save Contact" button. Verification may be necessary.

Honorific:

First Name:

Organization Name:

Mailing Address:

Country: UNITED STATES

City: State: WA

Email Address:

Primary Phone: - - Ext.

Secondary Phone: - - Ext.

Contact Type:

Last Name:

Title:

Zip:

Fax Number: - -

UBI Number:

- Responsible Official
- Site Owner
- Attorney
- Site Operator
- Operator
- Land Owner
- Legal Owner
- Permittee
- Contributing Jurisdiction
- Inspection Contact
- Business Owner
- Consultant
- Legal Responsible Party
- Agent
- Site Contact
- Project Engineer
- Interested Party
- Applicant
- Contractor

Fill in all of the information, being careful of your spelling.

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Contact Type	First Name	Last Name	Organization Name	Action
Site Contact				Edit - Remove
Site Owner				Edit - Remove

Your mailing address will be standardized against the postal service (USPS) mailing database when you click on the "Save Contact" button. Verification may be necessary.

Honorific:

First Name: Dan

Organization Name: ABC Company

Mailing Address: 123 Headquarters Street

Country: UNITED STATES

City: Lacey State: WA

Email Address: Dan.Daniels@gmail.com

Primary Phone: 555 - 555 - 5555 Ext.

Secondary Phone: - - Ext.

Contact Type: Permittee

Last Name: Daniels

Title: President

Zip: 98503

Fax Number: - -

UBI Number:

Updated: June 12, 2020

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After entering the information for each contact, press the "Save Contact" button as above. The new contact should then appear in the table of contacts.

When editing a contact, the Contact Type will already be populated as shown below.

NOI Application

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Contact Type	First Name	Last Name	Organization Name	Action
Permittee	Dan	Daniels	ABC Company	- Remove
Site Contact	Sally	Smith	ABC Company	- Remove
Site Owner	Rob	Robert	Construction Acres	Edit - Remove

Your mailing address will be standardized against the postal service (USPS) mailing database when you click on the "Save Contact" button. Verification may be necessary.

Honorific:

First Name:

Organization Name:

Mailing Address:

Country:

City: State:

Zip:

Email Address:

Primary Phone: - - Ext.

Secondary Phone: - - Ext.

Copy From...

Contact Type: Site Owner

Last Name:

Title:

Fax Number: - -

UBI Number:

When you have entered all contacts, click the "Save and Continue" button.

NOI Application

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Contact Type	First Name	Last Name	Organization Name	Action
Permittee	Dan	Daniels	ABC Company	Edit - Remove
Site Contact	Sally	Smith	ABC Company	Edit - Remove
Site Owner	Rob	Robert	Construction Acres	Edit - Remove

The red notices at the bottom of the screen are reminders, not errors.

NOI Application

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Permittee	Dan	Daniels	ABC Company	Edit - Remove
Site Contact	Sally	Smith	ABC Company	Edit - Remove
Site Owner	Rob	Robert	Construction Acres	Edit - Remove

Facility/Site tab - Facility Name is required.
Facility/Site tab - Facility/site location description or address is required.
Facility/Site tab - Facility/site latitude and longitude are required.
Site/Project Info tab - No application specific information populated.
Outfall Info tab - There must be at least one outfall/discharge location.
NOI Information/DMR tab - No Application information areas read.
SEPA tab - No SEPA information populated.
Public Notice tab - Must have at least one newspaper listed for public notice.

Select the second tab at the left, Facility/Site.

NOI Application

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Facility/Site Information [Section Help](#)

Address will be standardized against the postal service (USPS) mailing database when you click on the "select facility from map" button. Verification may be necessary.

This Facility/Site's Ownership Type is:

Facility/Site Name:

Street Address:

City: **Zip:**

Or

If the site lacks a street address, list its specific location. Example: Intersection of Highway 61 and 34.

Location Description:

Find my facility/site on a map
Please use the pop up map to complete the latitude, longitude and county information below. Use the pencil tool on the map to locate your facility at the front door or site entrance. *(The map may take a second to pop up.)*

Latitude: 0.000000 **Longitude:** 0.000000 **County:**

Three options exist for the type of site ownership.

NOI Application

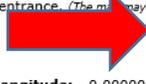
Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info	<p>Facility/Site Information Section Help</p> <p>Your facility address will be standardized against the postal service (USPS) mailing database when you click on the "Select facility from map" button. Verification may be necessary.</p> <p>This Facility/Site's Ownership Type is: <input type="button" value="Mixed Ownership"/> <input type="button" value="Private"/> <input type="button" value="Public"/> </p> <p>Facility/Site Name: <input type="text"/></p> <p>Street Address: <input type="text"/></p> <p>City: <input type="text"/> Zip: <input type="text"/></p> <p>Or</p> <p>If the site lacks a street address, list its specific location. Example: Intersection of Highway 61 and 34.</p> <p>Location Description: <input type="text"/></p> <p>Find my facility/site on a map Please use the pop up map to complete the latitude, longitude and county information below. Use the pencil tool on the map to locate your facility at the front door or site entrance. <i>(The map may take a second to pop up.)</i></p> <p style="text-align: right;"><input type="button" value="Select facility/site from map"/></p> <p>Latitude: 0.000000 Longitude: 0.000000 County:</p> <p style="text-align: right;"><input type="button" value="Cancel"/> <input type="button" value="Save and Submit Later"/> <input type="button" value="Save and Continue"/></p>
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Fill in all of the information, and click the "Select facility/site from map" button.

NOI Application

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Contact Info	<p>Facility/Site Information Section Help</p> <p>Your facility address will be standardized against the postal service (USPS) mailing database when you click on the "Select facility from map" button. Verification may be necessary.</p> <p>This Facility/Site's Ownership Type is: <input type="button" value="Mixed Ownership"/> <input type="button" value="Private"/> <input type="button" value="Public"/></p> <p>Facility/Site Name: <input type="text" value="Construction Project"/></p> <p>Street Address: <input type="text" value="123 Construction Boulevard"/></p> <p>City: <input type="text" value="Lacey"/> Zip: <input type="text" value="98503"/></p> <p>Or</p> <p>If the site lacks a street address, list its specific location. Example: Intersection of Highway 61 and 34.</p> <p>Location Description: <input type="text"/></p> <p>Find my facility/site on a map Please use the pop up map to complete the latitude, longitude and county information below. Use the pencil tool on the map to locate your facility at the front door or site entrance. <i>(The map may take a second to pop up.)</i></p> <p style="text-align: right;"><input type="button" value="Select facility/site from map"/> </p> <p>Latitude: 0.000000 Longitude: 0.000000 County:</p> <p style="text-align: right;"><input type="button" value="Cancel"/> <input type="button" value="Save and Submit Later"/> <input type="button" value="Save and Continue"/></p>
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Follow the instructions.

If you "Search by Lat/Long", the latitude and longitude must have at least five digits to the right of the decimal point.

DEPARTMENT OF ECOLOGY
State of Washington

Notice of Intent WQWebNOI TEST

Help

Use the map to show us where your site is located.

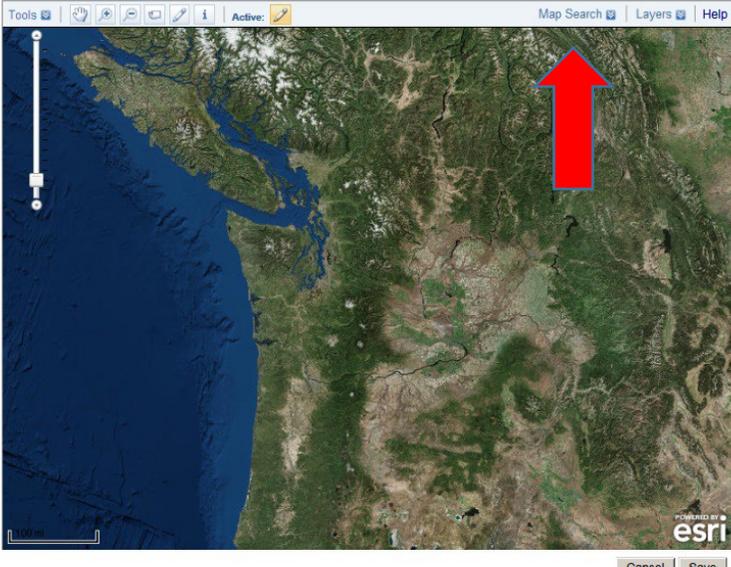
Selecting a Point

1. Zoom in to your location.
2. Click on pencil icon on the map toolbar.
3. Click on the map to select a location.
4. Click the "Save" button.

Search by Lat/Long

1. Click on the "Map Search" button.
2. Click on the "By Coordinates" expand arrow.
3. Enter latitude and longitude.
4. Click on the "Find" button.

Having trouble viewing the map? Try troubleshooting



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For site locations, identifying the front door or entrance gate is best.
See the red arrow below pointing to the pencil icon.

DEPARTMENT OF ECOLOGY
State of Washington

Notice of Intent WQWebNOI TEST

Help

Use the map to show us where your site is located.

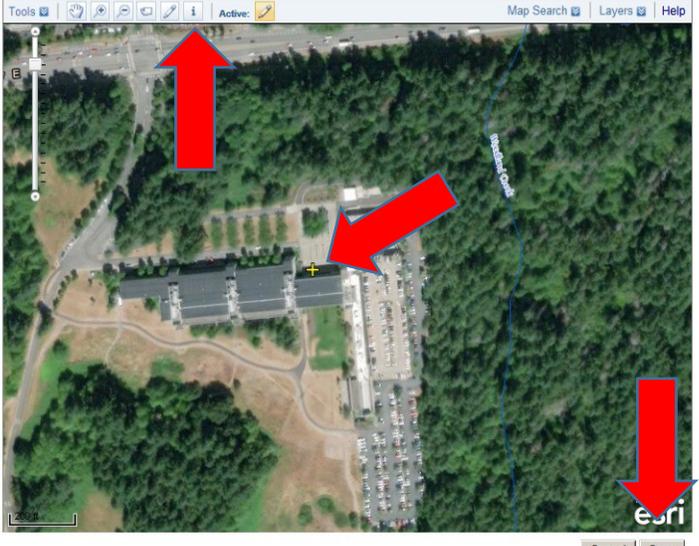
Selecting a Point

1. Zoom in to your location.
2. Click on pencil icon on the map toolbar.
3. Click on the map to select a location.
4. Click the "Save" button.

Search by Lat/Long

1. Click on the "Map Search" button.
2. Click on the "By Coordinates" expand arrow.
3. Enter latitude and longitude.
4. Click on the "Find" button.

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When you click the "Save" button above, the form will show the latitude and longitude as shown below.

**Construction Project
NOI Application**

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info	Facility/Site Information Section Help <p>Your facility address will be standardized against the postal service (USPS) mailing database when you click on the "Select facility from map" button. Verification may be necessary.</p> <p>This Facility/Site's Ownership Type is: <input type="text" value="Mixed Ownership"/></p> <p>Facility/Site Name: <input type="text" value="Construction Project"/></p> <p>Street Address: <input type="text" value="123 Construction Boulevard"/></p> <p>City: <input type="text" value="Lacey"/> Zip: <input type="text" value="98503"/></p> <p>Or</p> <p>If the site lacks a street address, list its specific location. Example: Intersection of Highway 61 and 34.</p> <p>Location Description: <input type="text"/></p> <p>Find my facility/site on a map Please use the pop up map to complete the latitude, longitude and county information below. Use the pencil tool on the map to locate your facility at the front door or site entrance. (The map may take a second to pop up.)</p> <p><input type="button" value="Select facility/site from map"/></p> <p>Latitude: 47.047827 Longitude: -122.807596 County: Thurston</p> <p><input type="button" value="Cancel"/> <input type="button" value="Save and Submit Later"/> <input type="button" value="Save and Continue"/></p>
Facility/Site	
Site/Project Info	
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After pressing the "Save and Continue" button above, the red font reminders appear again as shown below.

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Contact Info	Facility/Site Information Section Help <p>Your facility address will be standardized against the postal service (USPS) mailing database when you click on the "Select facility from map" button. Verification may be necessary.</p> <p>This Facility/Site's Ownership Type is: <input type="text" value="Mixed Ownership"/></p> <p>Facility/Site Name: <input type="text" value="Construction Project"/></p> <p>Street Address: <input type="text" value="123 Construction Boulevard"/></p> <p>City: <input type="text" value="Lacey"/> Zip: <input type="text" value="98503"/></p> <p>Or</p> <p>If the site lacks a street address, list its specific location. Example: Intersection of Highway 61 and 34.</p> <p>Location Description: <input type="text"/></p> <p>Find my facility/site on a map Please use the pop up map to complete the latitude, longitude and county information below. Use the pencil tool on the map to locate your facility at the front door or site entrance. (The map may take a second to pop up.)</p> <p><input type="button" value="Select facility/site from map"/></p> <p>Latitude: 47.047827 Longitude: -122.807596 County: Thurston</p> <p>Site/Project Info tab - No application specific information populated. Outfall Info tab - There must be at least one outfall/discharge location. NOI Information/DMR tab - No Application information areas read. SEPA tab - No SEPA information populated. Public Notice tab - Must have at least one newspaper listed for public notice.</p> <p><input type="button" value="Cancel"/> <input type="button" value="Save and Submit Later"/> <input type="button" value="Save and Continue"/></p>
Facility/Site	
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Select the third tab, "Site/Project Info".

**Construction Project
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Contact Info	Project Information Section Help Type of Construction Activity: (check all that apply) <input type="checkbox"/> Highway or Road (city, county, state) <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Utilities <input type="checkbox"/> Other (specify): <input type="text"/> Project/Site Size: <input type="text"/> acres Soil Disturbance Size: <input type="text"/> acres <small>The total size of the project site in acres. This is all land that is owned or controlled by the permittee.</small> <small>Total area of soil disturbance for your site/project over the life of the project. Include grading, equipment staging, excavation, borrow pit, material storage areas, dump areas, haul roads, side-cast areas, off-site construction support areas, and all other soil disturbance acreage associated with the project. (Note: 1 acre = 43,560 ft²).</small> Estimated Project Start Date: <input type="text"/> Estimated Project End Date: <input type="text"/> Will 1,000 cubic yards or more of poured concrete or recycled concrete be used over the life of the project? <input type="radio"/> Yes <input type="radio"/> No Site Conditions Are you aware of contaminated soils present on the site? <input type="radio"/> Yes <input type="radio"/> No Are you aware of groundwater contamination located within the site boundary? <input type="radio"/> Yes <input type="radio"/> No Other Permits <small>Please enter other permits issued by Water Quality for this site.</small> <table border="1"><thead><tr><th>Permit Number</th><th>Action</th></tr></thead><tbody><tr><td><input type="text"/></td><td>Add</td></tr></tbody></table>	Permit Number	Action	<input type="text"/>	Add
Permit Number		Action			
<input type="text"/>		Add			
Facility/Site					
Site/Project Info					
Discharge Location					
NOI Information					
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Enter the requested information specific to the project. Identify any other water quality permits issued by Ecology for the site.

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Contact Info	Project Information Section Help Type of Construction Activity: (check all that apply) <input type="checkbox"/> Highway or Road (city, county, state) <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Utilities <input type="checkbox"/> Other (specify): <input type="text"/> Project/Site Size: <input type="text"/> acres Soil Disturbance Size: <input type="text"/> acres <small>The total size of the project site in acres. This is all land that is owned or controlled by the permittee.</small> <small>Total area of soil disturbance for your site/project over the life of the project. Include grading, equipment staging, excavation, borrow pit, material storage areas, dump areas, haul roads, side-cast areas, off-site construction support areas, and all other soil disturbance acreage associated with the project. (Note: 1 acre = 43,560 ft²).</small> Estimated Project Start Date: <input type="text"/> Estimated Project End Date: <input type="text"/> Will 1,000 cubic yards or more of poured concrete or recycled concrete be used over the life of the project? <input type="radio"/> Yes <input type="radio"/> No Site Conditions Are you aware of contaminated soils present on the site? <input type="radio"/> Yes <input type="radio"/> No Are you aware of groundwater contamination located within the site boundary? <input type="radio"/> Yes <input type="radio"/> No Other Permits <small>Please enter other permits issued by Water Quality for this site.</small> <table border="1"><thead><tr><th>Permit Number</th><th>Action</th></tr></thead><tbody><tr><td><input type="text"/></td><td>Add</td></tr></tbody></table>	Permit Number	Action	<input type="text"/>	Add
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Mark the type of construction activity, enter site size, disturbed acreage, project start/end dates. Certain project information (e.g. site conditions) may trigger a request for additional information. If the site has any other Water Quality Permits (e.g. Industrial Stormwater General Permit), please include this information at the bottom.

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Contact Info	Project Information Section Help					
Facility/Site	Type of Construction Activity: <i>(check all that apply)</i>					
Site/Project Info	<input type="checkbox"/> Highway or Road (city, county, state) <input type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Industrial					
Discharge Location	<input type="checkbox"/> Utilities <input type="checkbox"/> Other (specify): <input style="width: 100px;" type="text"/>					
NOI Information	Project/Site Size: <input style="width: 50px;" type="text" value="10"/> acres Soil Disturbance Size: <input style="width: 50px;" type="text" value="5"/> acres					
DMR	<small>The total size of the project site in acres. This is all land that is owned or controlled by the permittee.</small> <small>Total area of soil disturbance for your site/project over the life of the project. Include grading, equipment staging, excavation, borrow pit, material storage areas, dump areas, haul roads, side-cast areas, off-site construction support areas, and all other soil disturbance acreage associated with the project. (Note: 1 acre = 43,560 ft²).</small>					
SEPA	Estimated Project Start Date: <input style="width: 80px;" type="text" value="8/1/2020"/> Estimated Project End Date: <input style="width: 80px;" type="text" value="8/1/2021"/>					
Public Notice	Will 1,000 cubic yards or more of poured concrete or recycled concrete be used over the life of the project? <input checked="" type="radio"/> Yes <input type="radio"/> No					
Site Map	Site Conditions					
Questions	Are you aware of contaminated soils present on the site? <input type="radio"/> Yes <input checked="" type="radio"/> No					
	Are you aware of groundwater contamination located within the site boundary? <input type="radio"/> Yes <input checked="" type="radio"/> No					
	Other Permits <small>Please enter other permits issued by Water Quality for this site.</small>					
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;">Permit Number</th> <th style="width: 20%;">Action</th> </tr> </thead> <tbody> <tr> <td style="height: 20px;"><input style="width: 95%;" type="text"/></td> <td style="text-align: center;">Add</td> </tr> </tbody> </table>		Permit Number	Action	<input style="width: 95%;" type="text"/>	Add
Permit Number	Action					
<input style="width: 95%;" type="text"/>	Add					
	<input type="button" value="Cancel"/> <input type="button" value="Save and Submit Later"/> <input type="button" value="Save and Continue"/>					

After pressing the "Save and Continue" button above, the red font reminders appear again as shown below.

**Construction Project
NOI Application**

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info	Project Information Section Help					
Facility/Site	Type of Construction Activity: <i>(check all that apply)</i>					
Site/Project Info	<input type="checkbox"/> Highway or Road (city, county, state) <input type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Industrial					
Discharge Location	<input type="checkbox"/> Utilities <input type="checkbox"/> Other (specify): <input style="width: 100px;" type="text"/>					
NOI Information	Project/Site Size: <input style="width: 50px;" type="text" value="10"/> acres Soil Disturbance Size: <input style="width: 50px;" type="text" value="5"/> acres					
DMR	<small>The total size of the project site in acres. This is all land that is owned or controlled by the permittee.</small> <small>Total area of soil disturbance for your site/project over the life of the project. Include grading, equipment staging, excavation, borrow pit, material storage areas, dump areas, haul roads, side-cast areas, off-site construction support areas, and all other soil disturbance acreage associated with the project. (Note: 1 acre = 43,560 ft²).</small>					
SEPA	Estimated Project Start Date: <input style="width: 80px;" type="text" value="8/1/2020"/> Estimated Project End Date: <input style="width: 80px;" type="text" value="8/1/2021"/>					
Public Notice	Will 1,000 cubic yards or more of poured concrete or recycled concrete be used over the life of the project? <input checked="" type="radio"/> Yes <input type="radio"/> No					
Site Map	Site Conditions					
Questions	Are you aware of contaminated soils present on the site? <input type="radio"/> Yes <input checked="" type="radio"/> No					
	Are you aware of groundwater contamination located within the site boundary? <input type="radio"/> Yes <input checked="" type="radio"/> No					
	Other Permits <small>Please enter other permits issued by Water Quality for this site.</small>					
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;">Permit Number</th> <th style="width: 20%;">Action</th> </tr> </thead> <tbody> <tr> <td style="height: 20px;"><input style="width: 95%;" type="text"/></td> <td style="text-align: center;">Add</td> </tr> </tbody> </table>		Permit Number	Action	<input style="width: 95%;" type="text"/>	Add
Permit Number	Action					
<input style="width: 95%;" type="text"/>	Add					
	<p style="color: red; font-size: small;"> Outfall Info tab - There must be at least one outfall/discharge location. NOI Information/DMR tab - No Application information areas read. SEPA tab - No SEPA information populated. Public Notice tab - Must have at least one newspaper listed for public notice. </p>					
	<input type="button" value="Cancel"/> <input type="button" value="Save and Submit Later"/> <input type="button" value="Save and Continue"/>					

Select the fourth tab, "Discharge Location".

**Construction Project
NOI Application**

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info	<p>Discharge Location/Outfall Information Section Help</p> <p>If your project includes dewatering, you must include dewatering plans and discharge locations in your site Stormwater Pollution Prevention Plan.</p> <p>Location of Discharge into Surface Waterbody (Outfall Location)</p> <p>Select the waterbody location (outfall) on the pop up map where the site has the potential to discharge into a waterbody (enter all locations). If you have 100% infiltration, you must select where the infiltration point is as your outfall. <i>(The map may take a second to pop up.)</i></p> <p style="text-align: right;"><input type="button" value="Add Outfall"/></p> <p>Outfall Info tab - There must be at least one outfall/discharge location. NOI Information/DMR tab - No Application information areas read. SEPA tab - No SEPA information populated. Public Notice tab - Must have at least one newspaper listed for public notice.</p>
Facility/Site	
Site/Project Info	
Discharge Location	
NOI Information	
DMR	
SEPA	
Public Notice	
Site Map	
Questions	

Carefully read the information and instructions. You will select where your discharge enters a receiving surface water (not where it enters a roadside ditch or other conveyance feature). Select "add outfall" at the bottom.

**Construction Project
NOI Application**

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info	<p>Discharge Location/Outfall Information Section Help</p> <p>If your project includes dewatering, you must include dewatering plans and discharge locations in your site Stormwater Pollution Prevention Plan.</p> <p>Location of Discharge into Surface Waterbody (Outfall Location)</p> <p>Select the waterbody location (outfall) on the pop up map where the site has the potential to discharge into a waterbody (enter all locations). If you have 100% infiltration, you must select where the infiltration point is as your outfall. <i>(The map may take a second to pop up.)</i></p> <p style="text-align: right;"><input type="button" value="Add Outfall"/></p> <p>Outfall Info tab - There must be at least one outfall/discharge location. NOI Information/DMR tab - No Application information areas read. SEPA tab - No SEPA information populated. Public Notice tab - Must have at least one newspaper listed for public notice.</p>
Facility/Site	
Site/Project Info	
Discharge Location	
NOI Information	
DMR	
SEPA	
Public Notice	
Site Map	
Questions	

The yellow square indicates the site entrance location (previously entered on the "Facility/Site" info tab).

DEPARTMENT OF ECOLOGY
State of Washington

Notice of Intent WQWebNOI TEST

Help

Use the map to show us where your outfall is located.

Selecting a Point (Section Help)

1. Zoom in to your location.
2. Click on pencil icon on the map toolbar.
3. Click on the map to select a location.
4. Fill in the additional information to the left of the map. (all additional information is required)
5. Click the "Add Outfall" button.

Outfall Number:

Outfall Name:

Outfall Type:

Surface Waterbody Name:

Having trouble viewing the map? Turn off your adblocker or try troubleshooting



Use the pencil tool to show the receiving water (outfall) location where discharge from the project will enter a surface water body (click directly on the blue line). If you have 100% infiltration, you must select where the infiltration point is as your outfall.

DEPARTMENT OF ECOLOGY
State of Washington

Notice of Intent WQWebNOI TEST

Help

Use the map to show us where your outfall is located.

Selecting a Point (Section Help)

1. Zoom in to your location.
2. Click on pencil icon on the map toolbar.
3. Click on the map to select a location.
4. Fill in the additional information to the left of the map. (all additional information is required)
5. Click the "Add Outfall" button.

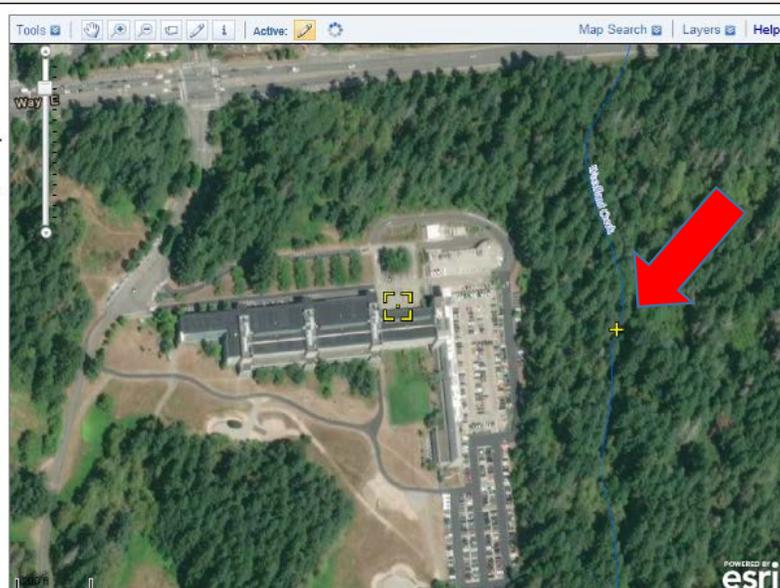
Outfall Number:

Outfall Name:

Outfall Type:

Surface Waterbody Name:

Having trouble viewing the map? Turn off your adblocker or try troubleshooting



Cancel Add Outfall

Enter the “Outfall Number” (self-selected, helpful if multiple outfalls), “Outfall Name” (unique name you select to help you identify), “Outfall Type” (surface water discharge or ground if 100% infiltrating), and “Surface Waterbody Name”. Click “Add Outfall” at the bottom. This process will need to be repeated for each unique outfall location.

DEPARTMENT OF ECOLOGY
State of Washington

Notice of Intent WQWebNOI TEST

Help

Use the map to show us where your outfall is located.

Selecting a Point (Section Help)

1. Zoom in to your location.
2. Click on pencil icon on the map toolbar.
3. Click on the map to select a location.
4. Fill in the additional information to the left of the map. (all additional information is required)
5. Click the "Add Outfall" button.

Outfall Number:
1

Outfall Name:
NE Outfall

Outfall Type:
Surface Water Body

Surface Waterbody Name:
Woodland Creek

Having trouble viewing the map?
Turn off your adblocker or try troubleshooting

Map Search Layers Help

Cancel Add Outfall

You can add additional outfalls as needed by clicking “Add Outfall” and repeating the process above.

DEPARTMENT OF ECOLOGY
State of Washington

Notice of Intent WQWebNOI TEST

WQWebNOI Home WQWebPortal Home Search My NOIs Manage Signature Account Help Logout

**Construction Project
NOI Application**

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info
Facility/Site
Site/Project Info
Discharge Location
NOI Information
DMR
SEPA
Public Notice
Site Map
Questions

Discharge Location/Outfall Information [Section Help](#)

If your project includes dewatering, you must include dewatering plans and discharge locations in your site Stormwater Pollution Prevention Plan.

Location of Discharge into Surface Waterbody (Outfall Location)

Select the waterbody location (outfall) on the pop up map where the site has the potential to discharge into a waterbody (enter all locations). If you have 100% infiltration, you must select where the infiltration point is as your outfall. (The map may take a second to pop up.)

Outfall Number	Outfall Name	Lat/Long	Action
1	NE Outfall	47.048224/-122.805225	Edit - Remove

Add Outfall

Cancel Save and Submit Later Save and Continue

You can add another surface water outfall or you can add an infiltration point. Click "add outfall" when you have finished.

DEPARTMENT OF ECOLOGY
State of Washington

Notice of Intent WQWebNOI TEST

Help

Use the map to show us where your outfall is located.

Selecting a Point (Section Help)

1. Zoom in to your location.
2. Click on pencil icon on the map toolbar.
3. Click on the map to select a location.
4. Fill in the additional information to the left of the map. (all additional information is required)
5. Click the "Add Outfall" button

Outfall Number:

Outfall Name:

Outfall Type:

Having trouble viewing the map? Turn off your adblocker or try [troubleshooting](#)

Cancel Add Outfall

Press the "Save and Continue" button, the red font reminders appear again as shown below.

Construction Project NOI Application

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info

Facility/Site

Site/Project Info

Discharge Location

NOI Information

DMR

SEPA

Public Notice

Site Map

Questions

Discharge Location/Outfall Information (Section Help)

If your project includes dewatering, you must include dewatering plans and discharge locations in your site Stormwater Pollution Prevention Plan.

Location of Discharge into Surface Waterbody (Outfall Location)

Select the waterbody location (outfall) on the pop up map where the site has the potential to discharge into a waterbody (enter all locations). If you have 100% infiltration, you must select where the infiltration point is as your outfall. (The map may take a second to pop up.)

Outfall Number	Outfall Name	Lat/Long	Action
1	NE Outfall	47.048224/-122.805225	Edit - Remove
2	SW Outfall	47.045579/-122.810312	Edit - Remove

Add Outfall

NOI Information/DMR tab - No Application information areas read.
SEPA tab - No SEPA information populated.
Public Notice tab - Must have at least one newspaper listed for public notice.

Cancel Save and Submit Later Save and Continue

Go to the fifth tab, "NOI Information." You will need to attest to reading the information by checking the boxes. You will not be able to proceed with the application until this occurs. After you have read the information and checked the boxes. Click "Save and Continue" at the bottom.

**Construction Project
NOI Application**

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info	<p>Stormwater Pollution Prevention Plan (SWPPP)</p> <p>You must develop a SWPPP prior to starting construction. Do not submit your SWPPP with your application. The exception is that Ecology may request a copy of all or part of your SWPPP if you answered yes to the questions under the Site Conditions heading on the Site/Project Info tab.</p> <p><input type="checkbox"/> I have read and understood the information above</p> <p>Best Management Practices (BMPs)</p> <p>You must use the BMPs listed in the Stormwater Management Manual for Western Washington or the Stormwater Management Manual for Eastern Washington or other manuals approved by Ecology. Alternatively, you may use demonstrably equivalent BMPs on the basis of permit condition S9.C.4. If you intend to use a BMP at your site that is not included in these manuals, but that you believe meets the definition of a demonstrably equivalent BMP, you must notify the appropriate regional office. (See Definitions in the Construction Stormwater General Permit).</p> <p><i>Note that if you receive permit coverage without indicating the preference for a demonstrably equivalent BMP and later decide to use one, you must provide Ecology with notice of the selection of an equivalent BMP no less than 60 days before the intended use of the equivalent BMP.</i></p> <p>http://ecology.wa.gov/Regulations-Permits/Permits-certifications/Stormwater-general-permits/Construction-stormwater-permit</p> <p><input type="checkbox"/> I have read and understood the information above</p> <p>NOI Information/DMR tab - No Application information areas read. SEPA tab - No SEPA information populated. Public Notice tab - Must have at least one newspaper listed for public notice.</p>
Facility/Site	
Site/Project Info	
Discharge Location	
NOI Information	
DMR	
SEPA	
Public Notice	
Site Map	
Questions	

Cancel Save and Submit Later Save and Continue

Go to the sixth tab, "DMR" to read additional information regarding the submission of Discharge Monitoring Reports (DMRs). Attest that you have read by checking the box. Click "Save and Continue" to proceed.

**Construction Project
NOI Application**

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info	<p>Discharge Monitoring Reports (DMRs)</p> <p>Permittees must submit monitoring data using Ecology's WQWebDMR program.</p> <p>To sign up for WQWebDMR, or to register a new site, go to http://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Water-quality-permits-guidance/WQWebPortal-guidance#dmr. If you are unable to submit your DMRs electronically, you may contact Ecology to request a waiver. Ecology will generally only grant waiver requests to those permittees without internet access. Only a permittee or representative, designated in writing, may request access to or a waiver from WQWebDMR. If you have questions on this process, contact Ecology's WQWebDMR staff at WQWebPortal@ecy.wa.gov or 1-800-633-6193, Option 3 (toll free).</p> <p><input type="checkbox"/> I have read and understood the information above</p> <p>DMR tab - The Discharge Monitoring Reports (DMRs) section was not marked as read. SEPA tab - No SEPA information populated. Public Notice tab - Must have at least one newspaper listed for public notice.</p>
Facility/Site	
Site/Project Info	
Discharge Location	
NOI Information	
DMR	
SEPA	
Public Notice	
Site Map	
Questions	

Cancel Save and Submit Later Save and Continue

Press the "Save and Continue" button, the red font reminders appear again as shown below.

NOI Application

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info	Discharge Monitoring Reports (DMRs) Permittees must submit monitoring data using Ecology's WQWebDMR program. To sign up for WQWebDMR, or to register a new site, go to http://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Water-quality-permits-guidance/WQWebPortal-guidance#dmr . If you are unable to submit your DMRs electronically, you may contact Ecology to request a waiver. Ecology will generally only grant waiver requests to those permittees without internet access. Only a permittee or representative, designated in writing, may request access to or a waiver from WQWebDMR. If you have questions on this process, contact Ecology's WQWebDMR staff at WQWebPortal@ecy.wa.gov or 1-800-633-6193, Option 3 (toll free). <input checked="" type="checkbox"/> I have read and agree to the information above SEPA tab - No SEPA information populated. Public Notice tab - Must have at least have one newspaper listed for public notice.
Facility/Site	
Site/Project Info	
Discharge Location	
NOI Information	
DMR	
SEPA	
Public Notice	
Site Map	
Questions	

Select the seventh tab, "SEPA."

NOI Application

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info	State Environmental Policy Act (SEPA) Section Help Who is the SEPA lead agency on your site? <input type="text"/> Has the SEPA lead agency issued a final decision on your checklist? <input type="radio"/> No <input type="radio"/> Yes <input type="radio"/> Exempt <i>More SEPA information is available at: http://ecology.wa.gov/regulations-permits/SEPA-environmental-review</i> SEPA tab - No SEPA information populated. Public Notice tab - Must have at least have one newspaper listed for public notice.
Facility/Site	
Site/Project Info	
Discharge Location	
NOI Information	
DMR	
SEPA	
Public Notice	
Site Map	
Questions	

All permittees must demonstrate compliance with SEPA requirements. Enter the SEPA lead agency. If you are applying for coverage before this process is complete, select "No" and click "Save and Continue" at the bottom. Note: the NOI is incomplete and Ecology will hold the application until a final SEPA decision is made.

NOI Application

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info
Facility/Site
Site/Project Info
Discharge Location
NOI Information
DMR
SEPA
Public Notice
Site Map
Questions

State Environmental Policy Act (SEPA) Section Help

Who is the SEPA lead agency on your site?

Has the SEPA lead agency issued a final decision on your checklist? No Yes Exempt

 **The NOI is incomplete.** Ecology will hold the application until a final SEPA decision is made or the public comment period ends, whichever is later.

This application will be placed in "Awaiting SEPA" status after administrative review. To complete your application, log back into this system, update the SEPA decision information and resubmit the application.

More SEPA information is available at: <http://ecology.wa.gov/regulations-permits/SEPA-environmental-review>

SEPA tab - No SEPA information populated.
Public Notice tab - Must have at least have one newspaper listed for public notice.

If you indicated that SEPA was not complete, you can still proceed to the next tab and will be able to submit the application for review. Select the eighth tab, "Public Notice," and skip to page 22 in these instructions.

NOI Application

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

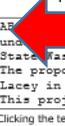
Contact Info
Facility/Site
Site/Project Info
Discharge Location
NOI Information
DMR
SEPA
Public Notice
Site Map
Questions

Public Notice Section Help

You must publish a public notice at least **once** a week for **two** consecutive weeks with **seven days** between publications, in at least a **single** newspaper of general circulation in the county in which the construction is to take place. Ecology cannot grant permit coverage sooner than the end of the 30-day public comment period, which begins on the date of the **second** public notice.

You may choose to use a system generated public notice and download it below. If not, you need to upload the public notice used.

I will use the system generated public notice document
 I will upload my own public notice



```

AR Daniel's, 123 Headquarters Street Lacey, WA 98503, is seeking coverage under the Construction State Department of Ecology's Construction Stormwater NPDES and State Waste Discharge General Permit. The proposed project, Construction Project, is located at 123 Construction Boulevard in Lacey in Thurston county. This project involves 5 acres of soil disturbance for Commercial construction activities.

```

Clicking the text will copy it to your clipboard, if allowed. [Open notice in a new window for printing.](#)

To add a public notice to your application, select the newspaper name and enter your public notice dates, then click on the "Add" link. If you do not click the "Add" link, the public notice entry will be lost.

Note: This system does not publish your public notice in the newspaper for you. You must submit your public notice text to your selected newspaper.

Newspaper Name	First Notice	Second Notice	Action
<input type="text" value="[(Select Newspaper)]"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Add"/>

If you don't see the newspaper you need, contact your Permit Administrator to add it to the list.

Public Notice tab - Must have at least have one newspaper listed for public notice.

If your lead agency has reached a final SEPA decision, enter the lead agency name and select "yes," and fill out the remaining fields accordingly.

NOI Application

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info	State Environmental Policy Act (SEPA) Section Help
Facility/Site	Who is the SEPA lead agency on your site? <input type="text" value="City of Lacey"/>
Site/Project Info	Has the SEPA lead agency issued a final decision on your checklist? <input type="radio"/> No <input checked="" type="radio"/> Yes <input type="radio"/> Exempt
Discharge Location	Type of SEPA decision issued: Determination of Non-Significance (DNS) 
NOI Information	Date of Final SEPA Decision: <input type="text"/>
DMR	Date when all SEPA-related comment & appeal periods ended or will end: <input type="text"/>
SEPA	This Notice of Intent (NOI) is incomplete and cannot be approved until the applicable SEPA requirements under Chapter 197-11 WAC are met.
Public Notice	More SEPA information is available at: http://ecology.wa.gov/regulations-permits/SEPA-environmental-review
Site Map	
Questions	

Note: there are four standard options for the type of decision issued. Select whichever applies to your project.

NOI Application

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info	State Environmental Policy Act (SEPA) Section Help
Facility/Site	Who is the SEPA lead agency on your site? <input type="text" value="City of Lacey"/>
Site/Project Info	Has the SEPA lead agency issued a final decision on your checklist? <input type="radio"/> No <input checked="" type="radio"/> Yes <input type="radio"/> Exempt
Discharge Location	Type of SEPA decision issued: Determination of Non-Significance (DNS) 
NOI Information	Date of Final SEPA Decision: <input type="text"/>
DMR	Date when all SEPA-related comment & appeal periods ended or will end: <input type="text"/>
SEPA	This Notice of Intent (NOI) is incomplete and cannot be approved until the applicable SEPA requirements under Chapter 197-11 WAC are met.
Public Notice	More SEPA information is available at: http://ecology.wa.gov/regulations-permits/SEPA-environmental-review
Site Map	
Questions	

Enter dates for when a final SEPA decision was made. If there was an appeal, the final decision date should be *following* the appeal date.

NOI Application

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info	State Environmental Policy Act (SEPA) Section Help
Facility/Site	Who is the SEPA lead agency on your site? <input type="text" value="City of Lacey"/>
Site/Project Info	Has the SEPA lead agency issued a final decision on your checklist? <input type="radio"/> No <input checked="" type="radio"/> Yes <input type="radio"/> Exempt
Discharge Location	Type of SEPA decision issued: <input type="text" value="Determination of Non-Significance (DNS)"/>
NOI Information	Date of Final SEPA Decision: <input type="text"/>
DMR	Date when all SEPA-related comment & appeal periods ended or will end: <input type="text"/>
SEPA	This Notice of Intent (NOI) is incomplete and cannot be approved until the applicable SEPA requirements under Chapter 197-11 WAC are met.
Public Notice	More SEPA information is available at: http://ecology.wa.gov/regulations-permits/SEPA-environmental-review
Site Map	
Questions	

Select "Save and Continue," and proceed to the next tab.

NOI Application

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info	State Environmental Policy Act (SEPA) Section Help
Facility/Site	Who is the SEPA lead agency on your site? <input type="text" value="City of Lacey"/>
Site/Project Info	Has the SEPA lead agency issued a final decision on your checklist? <input type="radio"/> No <input checked="" type="radio"/> Yes <input type="radio"/> Exempt
Discharge Location	Type of SEPA decision issued: <input type="text" value="Determination of Non-Significance (DNS)"/>
NOI Information	Date of Final SEPA Decision: <input type="text" value="4/1/2020"/>
DMR	Date when all SEPA-related comment & appeal periods ended or will end: <input type="text" value="4/15/2020"/>
SEPA	This Notice of Intent (NOI) is incomplete and cannot be approved until the applicable SEPA requirements under Chapter 197-11 WAC are met.
Public Notice	More SEPA information is available at: http://ecology.wa.gov/regulations-permits/SEPA-environmental-review
Site Map	Public Notice tab - Must have at least have one newspaper listed for public notice.
Questions	

Select the eighth tab, "Public Notice", and skip to page 22 in these instructions.

NOI Application

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info	Public Notice Section Help								
Facility/Site	You must publish a public notice at least once a week for two consecutive weeks with seven days between publications, in at least a single newspaper of general circulation in the county in which the construction is to take place. Ecology cannot grant permit coverage sooner than the end of the 30-day public comment period, which begins on the date of the second public notice.								
Site/Project Info									
Discharge Location									
NOI Information	You may choose to use a system generated public notice and download it below. If not, you need to upload the public notice used.								
DMR	<input checked="" type="radio"/> I will use the system generated public notice document								
SEPA	<input type="radio"/> I will upload my own public notice								
Public Notice	<div style="border: 1px solid gray; padding: 5px;"><p>ABC Daniels, 123 Headquarters Street Lacey, WA 98502, is seeking coverage under a Construction Stormwater NPDES and State Waste Discharge General Permit. The proposed project, Construction Project, is located at 123 Construction Boulevard in Lacey in Thurston county. This project involves 5 acres of soil disturbance for Commercial construction activities. Clicking the text will copy it to your clipboard, if allowed. Open notice in a new window for printing.</p></div>								
Site Map	To add a public notice to your application, select the newspaper name and enter your public notice dates, then click on the "Add" link. If you do not click the "Add" link, the public notice entry will be lost.								
Questions	<p>Note: This system does not publish your public notice in the newspaper for you. You must submit your public notice text to your selected newspaper.</p> <table border="1" style="width: 100%;"><thead><tr><th>Newspaper Name</th><th>First Notice</th><th>Second Notice</th><th>Action</th></tr></thead><tbody><tr><td>(Select Newspaper) <input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td><td>Add</td></tr></tbody></table> <p>If you don't see the newspaper you need, contact your Permit Administrator to add it to the list.</p> <p>Public Notice tab - Must have at least have one newspaper listed for public notice.</p>	Newspaper Name	First Notice	Second Notice	Action	(Select Newspaper) <input type="text"/>	<input type="text"/>	<input type="text"/>	Add
Newspaper Name	First Notice	Second Notice	Action						
(Select Newspaper) <input type="text"/>	<input type="text"/>	<input type="text"/>	Add						

Cancel Save and Submit Later Save and Continue

If your project is exempt from SEPA requirements, provide the lead agency and select "exempt." You will also need to attach documentation (at the end of the application), indicating that the lead agency concurs with the exemption.

NOI Application

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info	State Environmental Policy Act (SEPA) Section Help
Facility/Site	Who is the SEPA lead agency on your site? <input type="text" value="City of Lacey"/>
Site/Project Info	Has the SEPA lead agency issued a final decision on your checklist? <input type="radio"/> No <input type="radio"/> Yes <input checked="" type="radio"/> Exempt
Discharge Location	Check type of exemption below and attach written exemption information documentation. <i>Note: You must attach your exemption document using the Attachments section (after clicking the Complete Application button).</i>
NOI Information	<input type="checkbox"/> Watershed Restoration & Fish Habitat Enhancement Exemption (RCW 43.21C.0382).
DMR	<input type="checkbox"/> Infill Development Exemption (RCW 43.21C.229)
SEPA	<input type="checkbox"/> Planned Action Exemption (RCW 43.21C.031)
Public Notice	<input type="checkbox"/> Categorical Exemption. Under what section of the SEPA Rule (WAC 197-11-800) is it exempt? For example, WAC 197-11-800(1) <i>Minor New Construction</i>
Site Map	Section: <input type="text"/>
Questions	<p>More SEPA information is available at: http://ecology.wa.gov/regulations-permits/SEPA-environmental-review</p> <p>SEPA tab - A SEPA exemption type must be selected.</p> <p>Public Notice tab - Must have at least have one newspaper listed for public notice.</p>

Cancel Save and Submit Later Save and Continue

Select the **exemption type** your project meets and enter the applicable section under the SEPA rule. Click **“Save and Continue.”**

NOI Application

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info **State Environmental Policy Act (SEPA)** Section Help

Facility/Site Who is the SEPA lead agency on your site?

Site/Project Info the SEPA lead agency issued a final decision on your checklist? No Yes Exempt

Discharge Location Pick type of exemption below and attach written exemption information documentation. *Note: You must attach your exemption document using the attachments section (after clicking the Complete Application button).*

NOI Information Watershed Restoration & Fish Habitat Enhancement Exemption (RCW 43.21C.0382).
 Infill Development Exemption (RCW 43.21C.229)
 Planned Action Exemption (RCW 43.21C.031)
 Categorical Exemption. Under what section of the SEPA rule (WAC 197-11-800) is it exempt? For example, WAC 197-11-800(1) *Minor New Construction*
 Section:

DMR More SEPA information is available at: <http://ecology.wa.gov/regulations-permits/SEPA-environmental-reviews>

SEPA **SEPA tab - A section must be specified when SEPA Categorical Exemption is selected.**
Public Notice tab - Must have at least have one newspaper listed for public notice.

Public Notice

Select the eighth tab, **“Public Notice.”**

NOI Application

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Contact Info **Public Notice** Section Help

Facility/Site You must publish a public notice at least **once** a week for **two** consecutive weeks with **seven days** between publications, in at least a **single** newspaper of general circulation in the county in which the construction is to take place. Ecology cannot grant permit coverage sooner than the end of the 30-day public comment period, which begins on the date of the **second** public notice.

Site/Project Info You may choose to use a system generated public notice and download it below. If not, you need to upload the public notice used.

Discharge Location I will use the system generated public notice document
 I will upload my own public notice

NOI Information
Clicking the text will copy it to your clipboard, if allowed. Open notice in a new window for printing.

DMR To add a public notice to your application, select the newspaper name and enter your public notice dates, then click on the "Add" link. If you do not click the "Add" link, the public notice entry will be lost.

SEPA **Note: This system does not publish your public notice in the newspaper for you. You must submit your public notice text to your selected newspaper.**

Public Notice

Newspaper Name	First Notice	Second Notice	Action
<input type="text" value="(Select Newspaper)"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Add"/>

Site Map If you don't see the newspaper you need, contact your Permit Administrator to add it to the list.

Questions **Public Notice tab - Must have at least have one newspaper listed for public notice.**

You can use the language the system generates or draft your own. Make sure all necessary components of the notice are included. Note: you must physically post the notice yourself; Ecology does not do this for you.

NOI Application

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info	<p>Public Notice Section Help</p> <p>You must publish a public notice at least once a week for two consecutive weeks with seven days between publications, in at least a single newspaper of general circulation in the county in which the construction is to take place. Ecology cannot grant permit coverage sooner than the end of the 30-day public comment period, which begins on the date of the second public notice.</p> <p>You may choose to use a system generated public notice and download it below. If not, you need to upload the public notice used.</p> <p><input checked="" type="radio"/> I will use the system generated public notice document <input type="radio"/> I will upload my own public notice</p> <div style="border: 1px solid gray; padding: 2px; margin-bottom: 5px;"> <p>ABC Company, Dan Daniels, 123 Headquarters Street Lacey, WA 98503, is seeking coverage under the Washington State Department of Ecology's Construction Stormwater NPDES and State Waste Discharge General Permit. The proposed project, Construction Project, is located at 123 Construction Boulevard in Lacey in Thurston county. This project involves 5 acres of soil disturbance for Commercial construction activities. Clicking the text will copy it to your clipboard, if allowed. Open notice in a new window for printing.</p> </div> <p>To add a public notice to your application, select the newspaper name and enter your public notice dates, then click on the "Add" link. If you do not click the "Add" link, the public notice entry will be lost.</p> <p>Note: This system does not publish your public notice in the newspaper for you. You must submit your public notice text to your selected newspaper.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 5px;"> <thead> <tr> <th style="background-color: #4a7c9c; color: white;">Newspaper Name</th> <th style="background-color: #4a7c9c; color: white;">First Notice</th> <th style="background-color: #4a7c9c; color: white;">Second Notice</th> <th style="background-color: #4a7c9c; color: white;">Action</th> </tr> </thead> <tbody> <tr> <td>[(Select Newspaper)]</td> <td><input type="text"/></td> <td><input type="text"/></td> <td style="text-align: center;">Add</td> </tr> </tbody> </table> <p>If you don't see the newspaper you need, contact your Permit Administrator to add it to the list.</p>	Newspaper Name	First Notice	Second Notice	Action	[(Select Newspaper)]	<input type="text"/>	<input type="text"/>	Add
Newspaper Name		First Notice	Second Notice	Action					
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Facility/Site									
Site/Project Info									
Discharge Location									
NOI Information									
DMR									
SEPA									
Public Notice									
Site Map									
Questions									

Select the newspaper in which your notice will appear.

NOI Application

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

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Newspaper Name		First Notice	Second Notice	Action					
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Facility/Site									
Site/Project Info									
Discharge Location									
NOI Information									
DMR									
SEPA									
Public Notice									
Site Map									
Questions									

Once you have entered the newspaper and dates the notice will run (one time per week, for two consecutive weeks, at least 7 days apart), click "Add."

NOI Application

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Contact Info	Public Notice Section Help <p>You must publish a public notice at least once a week for two consecutive weeks with seven days between publications, in at least a single newspaper of general circulation in the county in which the construction is to take place. Ecology cannot grant permit coverage sooner than the end of the 30-day public comment period, which begins on the date of the second public notice.</p> <p>You may choose to use a system generated public notice and download it below. If not, you need to upload the public notice used.</p> <p><input checked="" type="radio"/> I will use the system generated public notice document <input type="radio"/> I will upload my own public notice</p> <div style="border: 1px solid gray; padding: 2px;"><p>ABC Company, Dan Daniels, 123 Headquarters Street Lacey, WA 98503, is seeking coverage under the Washington State Department of Ecology's Construction Stormwater NPDES and State Waste Discharge General Permit. The proposed project, Construction Project, is located at 123 Construction Boulevard in Lacey in Thurston county. This project involves 5 acres of soil disturbance for Commercial construction activities.</p><p><small>Clicking the text will copy it to your clipboard, if allowed. Open notice in a new window for printing.</small></p><p>To add a public notice to your application, select the newspaper name and enter your public notice dates, then click on the "Add" link. If you do not click the "Add" link, the public notice entry will be lost.</p><p>Note: This system does not publish your public notice in the newspaper for you. You must submit your public notice text to your selected newspaper.</p><table border="1" style="width: 100%;"><thead><tr><th>Newspaper Name</th><th>First Notice</th><th>Second Notice</th><th>Action</th></tr></thead><tbody><tr><td>Olympia - The Olympian</td><td>07/01/2020</td><td>07/08/2020</td><td>Add</td></tr></tbody></table><p><small>If you don't see the newspaper you need, contact your Permit Administrator to add it to the list.</small></p><p style="text-align: right;"><input type="button" value="Cancel"/> <input type="button" value="Save and Submit Later"/> <input type="button" value="Save and Continue"/></p></div>	Newspaper Name	First Notice	Second Notice	Action	Olympia - The Olympian	07/01/2020	07/08/2020	Add
Newspaper Name		First Notice	Second Notice	Action					
Olympia - The Olympian		07/01/2020	07/08/2020	Add					
Facility/Site									
Site/Project Info									
Discharge Location									
NOI Information									
DMR									
SEPA									
Public Notice									
Site Map									
Questions									

You may place notices in more than one newspaper. When you are finished, click "Save and Continue."

NOI Application

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Discharge Location													
NOI Information													
DMR													
SEPA													
Public Notice													
Site Map													
Questions													

Select the ninth tab, "Site Map."

NOI Application

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info	Site Map Section Help <ul style="list-style-type: none">Elements the site map may identify:<ol style="list-style-type: none">The direction of north, property lines, and existing structures and roads.Cut and fill slopes indicating the top and bottom of slope catch lines.Approximate slopes, contours, and direction of stormwater flow before and after major grading activities.Areas of soil disturbance and areas that will not be disturbed.Locations of structural and nonstructural controls (BMPs) identified in the SWPPP.Locations of off-site material, stockpiles, waste storage, borrow areas, and vehicle/equipment storage areas.Locations of all surface water bodies, including wetlands.Locations where stormwater or non-stormwater discharges off-site and/or to a surface waterbody, including wetlands.Location of water quality sampling station(s), if sampling is required by state or local permitting authority.Areas where final stabilization has been accomplished and no further construction-phase permit requirements apply.Location or proposed location of LID facilities.The site map can be attached to this request for coverage on the 'attachments' page at the end of the application, or may be mailed with other NOI materials.<i>* Note: a site map is currently optional. We encourage you to provide one if possible, it may allow for faster processing of the application and less need for follow up. Please do not provide large-scale site plans, any mailed paper copies should be on 11X17 paper or smaller.</i>
Facility/Site	
Site/Project Info	
Discharge Location	
NOI Information	
DMR	
SEPA	
Public Notice	
Site Map	
Questions	

Read the suggested site map elements. A site map is not required to submit this application but will be required in order to obtain permit coverage. Click "Save and Continue."

NOI Application

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Facility/Site	
Site/Project Info	
Discharge Location	
NOI Information	
DMR	
SEPA	
Public Notice	
Site Map	
Questions	

Click on the tenth tab, "Questions." Here you will find links to appropriate contacts for your region as well as links to applicable permit forms.

Construction Project NOI Application

Use the tabs on the left side to move about the NOI application. Your entered information will automatically save when you move to the next tab. Please do not use the browser's back button when filling out this application. When you are finished with all tabs, please click on the "Save and Continue" button below.

Contact Info	For questions... Please visit our website at: https://ecology.wa.gov/constructionstormwaterpermit#contact for contact information.
Facility/Site	
Site/Project Info	Changes in Coverage
Discharge Location	Notice of Termination - Used for terminating permit coverage. Typically requested when the project is complete and the site is stabilized.
NOI Information	Modification/Update - Used for terminating permit coverage. Typically requested when the project is complete and the site is stabilized.
DMR	Permit Fee Activity Status Change Form - Used to request a change in fees based on active/inactive construction (does not actually alter permit coverage).
SEPA	Transfer of Coverage - Used to move permit coverage from one site to another.
Public Notice	Proposed New Discharge to an Impaired Waterbody - Required for those with discharges to segments of impaired waters which are on the 303(d) list during the time of application.
Site Map	
Questions	

Cancel Save and Submit Later Save and Continue

After clicking "Save and Continue," the next tab that appears will allow you to include any attachments to supplement the application. Examples include, but are not limited to: site map, copy of public notice (required if not using the system-generated language), SEPA exemption documents (required if exempt), site contamination information etc. Ecology will request this information during review of the application if not provided.

NOI Application - Add Attachments

Please **only** attach files that are related to your Notice of Intent (examples: site map, public notice to publish). All other submittals should be mailed to your appropriate Department of Ecology region or program. If you have no required attachments, just click "Save and Continue".

The following file types can be attached: ".xlsx", ".docx", ".txt", ".gif", ".jpeg", ".jpg", ".bmp", ".pdf", ".tif", ".zip", ".7z". Maximum size is 1 GB.

Attach Additional Files for Submission

Select additional documents to add to the submission.

Document Name or Description:

Document File Path Name:

Previous Save and Submit Later Save and Continue

Click “Attach Additional Files for Submission” if you want to attach more than one file. Press the “Save and Continue” button when you are ready to submit the application and all required fields have been filled out.

NOI Application - Add Attachments

Please **only** attach files that are related to your Notice of Intent (examples: site map; public notice to publish). All other submittals should be mailed to your appropriate Department of Ecology region or program. If you have no required attachments, just click “Save and Continue”.

The following file types can be attached: “.xlsx”, “.docx”, “.txt”, “.gif”, “.jpeg”, “.jpg”, “.bmp”, “.pdf”, “.tif”, “.zip”, “.7z”. Maximum size is 1 GB.

Attach Additional Files for Submission

Select additional documents to add to the submission.

Document Name or Description:

Document File Path Name:

If you already have an electronic signature account, follow the “eSignature” path.

NOI Application - Sign NOI

Please review your Notice of Intent (NOI) application before signing. [Print & Review NOI](#) (Your PDF reader will popup.)

How would you like to submit your NOI?

eSignature	Print and Sign
<p>For signers that have an existing electronic signature account that is active within the Water Quality Permitting Portal (WQWebPortal).</p> <p>This option is available if you are the legally responsible official (see permit for details) and have an approved electronic signature account. Please contact the Water Quality help staff at: WQWebPortal@ecy.wa.gov if you need help.</p> <p style="text-align: center;"></p> <p><input checked="" type="checkbox"/> An Electronic Signature Account will be required. Learn more</p> <p style="text-align: center;"><input type="button" value="Log into Signature Account"/> <input type="button" value="Notify Signer"/></p>	<p>For signers that do not have an electronic signature account.</p> <p>You will be required to mail a confirmation page back to the Department of Ecology in order to complete your NOI application. Changes may be made to your NOI until we have received and processed the certification, then the application will be locked.</p> <p>Due to COVID-19, we are unable to process paper certification forms via mail. The signed original must be mailed to us, but to expedite application processing please <u>email</u> a signed copy of the paper certification to your <u>permit administrator</u>. When you are safe and able, <u>please still mail</u> us signed original documents.</p> <p>No signature account is needed.</p> <p style="text-align: center;"><input type="button" value="Print and Sign"/></p>

Otherwise, press the "Print and Sign" button. The following form then appears for you to print, sign, and mail. Your NOI is not complete until Ecology has received this form signed by the appropriate individual.

Washington Department of Ecology - Stormwater
P.O. Box 47696
Olympia, WA 98504-7696

Don't forget to submit the public notice to the newspaper. Ecology does not publish public notices.

Please use the print button below to print this form.

Print

Return Home

Application Id: 23728	Certification Received: <i>(Ecology use)</i>
Facility/Site Name: Construction Project	Permit Number: <i>(Ecology use)</i>
Facility Address: 123 Construction Boulevard Lacey, WA 98503	Facility County: Thurston
Permittee Name: Dan Daniels	Permittee Title: President
Permittee Email: Dan.Daniels@gmail.com	Permittee Phone: 5555555555
Permittee Address: 123 Headquarters Street Lacey, WA 98503	Company Name: ABC Company
Disturbed Acreage: 5	

Certification of Permittee

"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 person or persons who manage the system or those 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."

_____/_____
Printed Name / Company Title

Signature of Permittee * Date

* Federal regulations require this application is signed by one of the following:
A. For a corporation: By a responsible corporate officer, of at least the level of vice president.
B. For a partnership or sole proprietorship: By a general partner or the proprietor, respectively.
C. For a municipality, state, federal, or other public facility: By either a principal executive officer or ranking elected official.

Please print, sign and mail this form to the following address:

Department of Ecology
ATTN: Water Quality Program, Construction Stormwater P.O. Box 47696
Olympia, WA 98504-7696