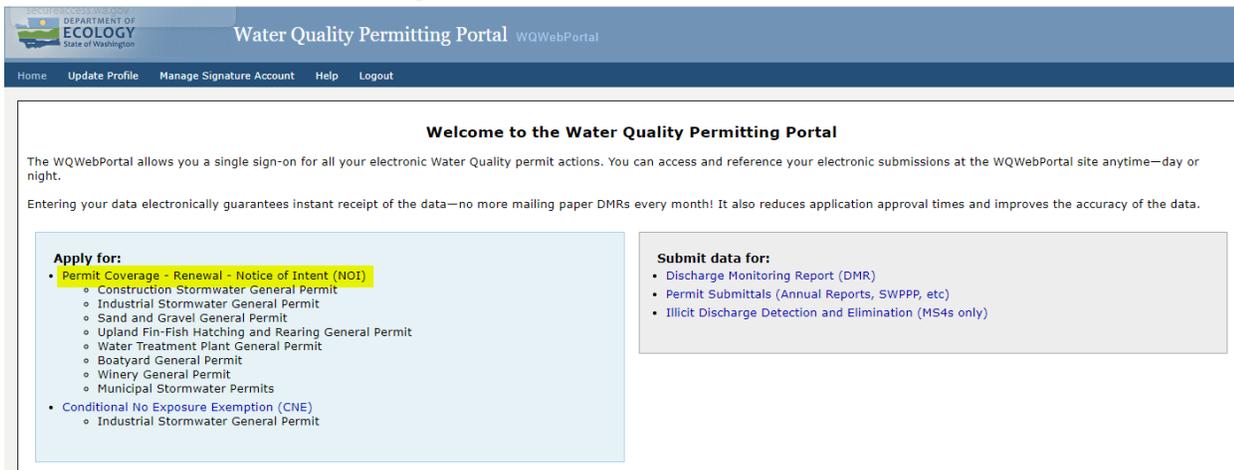


Instructions for Renewing your Permit

To access your Renewal for your Construction Stormwater permit, you must access it through Washington’s secure gateway to many government services: SecureAccess Washington (SAW).

1. Sign up for a SecureAccess Washington (SAW) account:
(If you already have a SAW account, Skip to Step 2)
 - Go to: <https://secureaccess.wa.gov/ecy/wqwebportal>
 - Complete the sign-up sequence by creating a new account.
 - You will receive an email to activate your account.
2. Add a service for WQWebPortal
(If you already added WQWebPortal to your account, go to Step 3)
 - Log into your SecureAccess Washington (SAW) account.
 - Click on “Add New Service”. Click in the box “I would like to browse a list of services.”
 - Click on “Department of Ecology”.
 - Look for “Water Quality Permitting Portal (WQWebPortal)” and click “Apply”.
 - Click “Ok” and then Click “Access” and then “Continue” to the Home Page.
3. Water Quality Permitting Portal
 - Click “Permit Coverage – Renewal – Notice of Intent (NOI)”:



Water Quality Permitting Portal WQWebPortal

Home Update Profile Manage Signature Account Help Logout

Welcome to the Water Quality Permitting Portal

The WQWebPortal allows you a single sign-on for all your electronic Water Quality permit actions. You can access and reference your electronic submissions at the WQWebPortal site anytime—day or night.

Entering your data electronically guarantees instant receipt of the data—no more mailing paper DMRs every month! It also reduces application approval times and improves the accuracy of the data.

Apply for:

- **Permit Coverage - Renewal - Notice of Intent (NOI)**
 - Construction Stormwater General Permit
 - Industrial Stormwater General Permit
 - Sand and Gravel General Permit
 - Upland Fin-Fish Hatching and Rearing General Permit
 - Water Treatment Plant General Permit
 - Boatyard General Permit
 - Winery General Permit
 - Municipal Stormwater Permits
- **Conditional No Exposure Exemption (CNE)**
 - Industrial Stormwater General Permit

Submit data for:

- Discharge Monitoring Report (DMR)
- Permit Submittals (Annual Reports, SWPPP, etc)
- Illicit Discharge Detection and Elimination (MS4s only)



(Step 3 Continued)

- Click RENEW button

DEPARTMENT OF ECOLOGY
State of Washington

Notice of Intent WQWebNOI

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

Welcome to Washington State Department of Ecology Water Quality Program's Electronic Notice of Intent

A Notice of Intent (NOI) is an application to be covered under a general permit. Each general permit has a specific NOI that asks you questions related to the permit coverage you are seeking.

The coverage is for a specific location and is **not** transferable to a new location or to other facilities. However, a permit can be transferred to another owner/operator and retain the same permit number—a Notice of Transfer must be completed.

WQWebNOI allows you to apply electronically for permit coverage in a secure environment. Entering your data electronically guarantees instant receipt of the data, reduces application approval times, and improves the accuracy of the data.

What would you like to do?

[Search my existing Notice of Intent \(NOI\) applications and renewals](#)

Start a Notice of Intent (NOI) application for:

- Construction Stormwater General Permit - **Renew** - New
- Industrial Stormwater Permit - New
- Sand and Gravel General Permit - Fixed Sites - New
- Sand and Gravel General Permit - Portable Sites - New
- Upland Fin-Fish Hatching and Rearing General Permit - New
- Water Treatment Plant General Permit - New
- Boatyard General Permit - New
- Winery General Permit - New
- Municipal Stormwater Permits - New

Enter your whole permit # (including 'WAR') and click the LOAD button.

DEPARTMENT OF ECOLOGY
State of Washington

Notice of Intent WQWebNOI

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

Re-apply for General Permit Coverage

Copy Application Information

Department of Ecology's Water Quality program would like to make re-applying for permit coverage a little more simple. Please enter your existing permit number and we will copy your current permit's data for you to start with.

Permit Number:

Don't know your permit number?
Please use the [Water Quality Permitting and Reporting Information System \(PARIS\)](#) to find your permit number before you start.

1. Hover over the "Permits/Applications" menu option.
2. Click on the "Permit Number/Type" link.
3. Enter part of your facility's name in the search textbox under "Permit Number/Type Search".
4. Click on "Search".
5. The permit number to use will be in the "Permit Number" column.

Can't get the current permit to load?
Please contact the WQWebPortal help staff at WQWebPortal@ecy.wa.gov.

Ecology Home | WQWebPortal Home | Home | Help | Release Notes | Contact Us

Review each application tab for accuracy and make needed updates. Once you load the Renewal once, you are the only person who can access this.

Where can I find the existing Renewal I started?

- Click on top of page “Search My NOI” or
- At the bottom of page “Search my existing Notice of Intent (NOI) applications and renewals”

DEPARTMENT OF ECOLOGY
State of Washington

Notice of Intent WQWebNOI

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

Welcome to Washington State Department of Ecology Water Quality Program's Electronic Notice of Intent

A Notice of Intent (NOI) is an application to be covered under a general permit. Each general permit has a specific NOI that asks you questions about your facility. The coverage is for a specific location and is **not** transferable to a new location or to other facilities. However, a permit can be transferred to another location if a Notice of Transfer must be completed.

WQWebNOI allows you to apply electronically for permit coverage in a secure environment. Entering your data electronically guarantees improved accuracy of the data.

What would you like to do?

Search my existing Notice of Intent (NOI) applications and renewals

Start a Notice of Intent (NOI) application for:

- Construction Stormwater General Permit - **Renew** - New
- Industrial Stormwater Permit - New
- Sand and Gravel General Permit - Fixed Sites - New
- Sand and Gravel General Permit - Portable Sites - New
- Upland Fin-Fish Hatching and Rearing General Permit - New
- Water Treatment Plant General Permit - New
- Boatyard General Permit - New
- Winery General Permit - New
- Municipal Stormwater Permits - New

To submit the Renewal application once complete:

DEPARTMENT OF ECOLOGY
State of Washington

Notice of Intent WQWebNOI TEST

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

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

For signers that have an existing electronic signature account that is active within the Water Quality Permitting Portal (WQWebPortal).

This option is available if you have an electronic signature account that has been approved for use in this application. Please contact the Water Quality help staff at: WQWebPortal@ecy.wa.gov if you need help.

An Electronic Signature Account will be required. [Learn more](#)

Print and Sign

For signers that do not have an electronic signature account.

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.

No signature account is needed.

- Print and Review the Renewal at top of page (see greenlight)
- If you are not the Permittee, print the Paper Certification Page for the Permittee to sign and email* to resource mailbox ecyrewqiano@ecy.wa.gov. *NOTE: When it's safe for you to post mail the original, please mail to the address on bottom of form.

