Notice of Intent (NOI) Instructions for coverage under Ohio EPA Industrial Storm Water General Permit (OHR000005)

What is a NOI Application Form?

NOI stands for Notice of Intent. It is a one-page application form to request initial coverage or to renew coverage under a general permit. The applicant must certify their intention to comply with a general permit by submitting a complete NOI. The application shall be submitted to Ohio EPA's Central Office.

Who Must File an Industrial Storm Water NOI Application Form?

Any discharge of water, with certain exceptions for storm water, from a point source must be covered by a permit from Ohio EPA. Federal regulations at 40 CFR 122 and the Ohio Revised Code at section 6111.04 prohibit point source discharges to waters of the state without first obtaining a National Pollutant Discharge Elimination System (NPDES) permit. This includes point source discharges of storm water associated with industrial activity.

Consistent with federal regulations [40 CFR 122.26(b)(14)(i)-(xi)), OAC 3745-39-04(B)(15)] identifies 11 categories of storm water discharges associated with industrial activity that are subject to NPDES storm water permitting. Subject facilities are required to obtain NPDES permit coverage or certify a condition of no exposure. There are two types of NPDES permits; 1) individual permits and 2) general permits. A facility with a discharge must apply for one of these permits using either this NOI application form (for industrial storm water general permit coverage) **OR** Form 1 and the appropriate supplementary forms (for an individual permit, which can be written for any type of discharge). If a facility applies for coverage under this general permit, and if all of the eligibility requirements of this general permit are not met, the facility will be required to submit an application for an individual permit. If a facility is eligible to be covered under the general permit and has additional waste streams that are not covered by this general permit, it is preferred that all discharges be covered by one permit (i.e., the individual permit).

Each applicant must meet the eligibility requirements found in Part 1.1 of the NPDES industrial storm water general permit. Do not submit the NOI application form unless you meet all of those requirements.

Where to File NOI Application Form?

Ohio Environmental Protection Agency
Office of Fiscal Administration
P.O. Box 1049
Columbus, OH 43216-1049

Completing the Form?

All responses must be typewritten or printed legibly in the appropriate areas only. Please place each character slightly above the appropriate line on the NOI application form. If necessary, abbreviate to stay within the space allowed for each item. Use only one space for breaks between words. Do not include any symbols or punctuation marks unless otherwise noted in these instructions. Each NOI application form must be accompanied by a $350.00 check for payment of the application fee. **Be sure to read the instructions printed at the top of NOI application form before completing the form. NOIs transmitted by FAX will not be accepted. Incomplete NOI application forms, including those submitted without the application fee, will be returned to the applicant for resubmission.**

Section I. Applicant Information/Mailing Address

- **Company Name:** Fill in the legal name of the firm, person, public organization, or other entity that operates the facility or site described in this application. The name of the operator may or may not be the same as the facility. The company name is the name of the responsible party that is the legal entity that controls the facility's operation rather than the plant or site manager.
- **Mailing Address:** Enter the complete mailing address; including street address, city, state, and zip code. The permit and any correspondence will be mailed to this address.
- **Contact Person:** Give the name of a contact person who is responsible for addressing NPDES requirements.
- **Phone and Fax:** Provide the contact person's phone

and fax numbers.

- **E-Mail:** Enter the contact person's e-mail address.

Section II. Facility/Site Location Information

- **Facility Name:** Enter the facility or site's official or legal name. The facility/site is the location of the operation and discharge to be covered by the general permit. Do not use a colloquial name.
- **Facility Address/Location:** Enter the facility or site's complete physical address, including number and street, city/township, state, zip code, and county. **Do NOT** enter P.O. Box numbers.
- **Facility Contact Person:** Give the name of the person who is responsible for the facility/site.
- **Phone and Fax:** Provide the facility contact person's phone and fax numbers.
- **Facility Contact Email:** Provide the facility contact person's e-mail address.
- **Latitude/Longitude:** Provide the latitude and longitude of the facility on the NOI form. Your coordinates should be taken from the approximate center of the facility. The latitude and longitude must be provided in decimal format (6 decimals) as indicated in the following example (i.e., Latitude: 39.958832, Longitude: -83.001022). These coordinates can be determined through the use of global positioning system (GPS) receivers and web-based tools. An example of a web-based tool to determine your site's latitude and longitude is Google Maps. Here are instructions for Google Maps:
    - Go to **http://maps.google.com**
    - Zoom the map to the location of your site
    - Right-click on the map at the approximate center of your site
    - Select "What's here?" from the context menu
    - Left-click on the green arrow. The latitude and longitude of your site will be displayed in the box
- **Receiving Stream or MS4:** If a facility discharges directly to receiving water(s), enter the name of the receiving water. If the initial receiving water(s) does not have a name, then write as "unnamed tributary to" first subsequent water that has a name. It is important that the name of the receiving waterbody where the discharge directly goes is listed. If a facility discharges to more than one receiving stream, list all receiving streams (if necessary, attach a separate sheet of paper). An MS4 is defined as "a conveyance that is owned or operated by a state, city, town, township, county, district, association, or other public entity that is designed or used for collecting or conveying storm water." If you discharge storm water to an MS4, then enter the name of the operator of the municipal separate storm sewer system (MS4) (e.g. municipality name, county name, etc.).

Section III. General Permit Information

- **General Permit Number:** The general permit number for the NPDES industrial storm water general permit is OHR000005. This number is already on the form.
- **Initial/Renewal Coverage:** The NOI form may be submitted to initiate first-time coverage under a general permit or to continue coverage under a renewed general permit. Place an "X" in the appropriate space.
- **Existing NPDES Permit Number(s):** If the facility identified in Section II of this application has ever been issued an individual NPDES permit and/or general permit coverage(s), enter the (facility specific) permit number(s) here. In the case of an individual NPDES permit, give the permit number (e.g. 3IA00555*AD). In the case where general permit coverage is being renewed, it is *extremely important* to give the individual Ohio EPA general permit identification number assigned in the previous approval for coverage letter received from Ohio EPA. An example of such numbers is: 0GR00999*DG.
- **Primary SIC Code:** Identify the 4-digit standard industrial classification (SIC) code that best describes the principal product or services provided at the facility identified in Section II of this application. SIC code number may be found at the following website provided by the Occupational Health and Safety Administration:
  http://www.osha.gov/oshstats/sicser.html

  For industrial activities identified in 40 CFR 122.26(b)(14)(i)-(ix) and (xi) by narrative description, use the following 2-character codes in the space provided:
    - **HZ** = Hazardous Waste Treatment, Storage, or Disposal Facilities, including those that are operating under interim status or a permit under subtitle C of RCRA [40 CFR 122.26(b)(14)(iv)];
    - **LF** = All Closed Landfill, Land Application Sites and Open Dumps [40 CFR 122.26(b)(14)(v)];
    - **SE** = Steam Electric Generating Facilities, including coal handling sites [40 CFR 122.26(b)(14)(vii)]; or
    - **TW** = Treatment works treating domestic sewage or any other sewage sludge or wastewater treatment device or system used in the storage, treatment, recycling, and reclamation of municipal or domestic sewage [40 CFR 122.26(b)(14)(ix)].
- **Outfall Information (Complete only if subject to benchmark and/or effluent monitoring):**
    - Outfall: A number is provided to identify each outfall (example: 001, 002, etc.) associated with industrial activity. If you have six or more outfalls, please list the additional outfalls on an

additional sheet. An outfall is the point source discharge of storm water leaving your site that will be entering a surface water body and does not enter a sewer system tributary to a publicly-owned sewage treatment plant. An outfall could be a pipe, ditch, channel, or other conveyance leaving your site.

- SIC Code: Provide the industrial SIC code for the area draining to the outfall. You can use the OSHA website address provided above to find the appropriate SIC code.
- Subsector: Identify the subsector for the industrial SIC code for the outfall. A list of SIC codes and the associated subsector is found in Attachment A. Check your subsector in Part 8 of the permit to determine if benchmark monitoring is applicable.
- Effluent Limitations: If an outfall will have discharges subject to any of the national storm water-specific effluent limitations guidelines listed in Part 1.1.2.4 of the permit, click onto the drop-down arrow and select the appropriate discharge. Possible industrial subsectors that may need to comply with federal effluent limitations are: A1, A2, A3, A4, A5, D1, E2, J1, J2 and O1. If federal effluent limitations are not applicable, select "Not Applicable" from the drop-down menu.
- Latitude/Longitude: Provide the latitude and longitude of the point of discharge (outfall). Provide coordinates as: degrees minutes seconds using 2 digits in each space; e.g. latitude 40 15 35, longitude -80 41 22; do not use symbols. You can follow the instructions provided above (see "Section II. Facility/Site Location Information, Latitude/Longitude on p. 3 of these instructions) to determine your outfall's coordinates.

Section IV. Payment Information

A $350.00 check made payable to "Treasurer, State of Ohio" must accompany all NOI applications. The check number and check date must be on the NOI to ensure complete processing. Provide dates as: month day year using two digits in each space (e.g. September 28, 1994 = 09 28 94); do not use symbols. This fee can be found in paragraph (S)(1) of Ohio Revised Code (ORC) Section 3745.11.

Certification

Type or print the name and title of the person who will sign the form. Next, sign and date the form. Federal and State statutes provide for severe penalties for submitting false information on this application form. Federal regulations require this application to be signed as follows:

For a corporation: by a responsible corporate officer, which means: (1) a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions for the corporation; or (2) the manager of one or more manufacturing, production, or operating facilities, provided, the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations and initiating and directing other comprehensive measures to assure long term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information for permit application requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

For a partnership or sole proprietorship: by a general partner or the proprietor; respectively, or

For a municipality, state, or other public facility: by either a principle executive officer, the ranking elected official or other duly authorized employee.

Who Do I Contact For Additional Information?

The following website contains information associated with the industrial storm water general permit (OHR000005): **http://www.epa.state.oh.us/dsw/permits/GP_IndustrialStormWater.aspx**

Or you can contact the following:

Ohio EPA Central Office Storm Water Staff

Michael Joseph
(614) 752-0782
michael.joseph@epa.state.oh.us

Anthony Robinson
(614) 728-3392
anthony.robinson@epa.state.oh.us

Jason Fyffe
(614) 728-1793
jason.fyffe@epa.state.oh.us

Mark Mann
(614) 644-2023
mark.mann@epa.state.oh.us

ATTACHMENT A. Sectors of Industrial Activity Covered by This Permit		
Subsector (May be subject to more than one sector/subsector)	**SIC Code or Activity Code[1]**	**Activity Represented**
SECTOR A: TIMBER PRODUCTS		
A1	2421	General Sawmills and Planing Mills
A2	2491	Wood Preserving
A3	2411	Log Storage and Handling
A4	2426	Hardwood Dimension and Flooring Mills
	2429	Special Product Sawmills, Not Elsewhere Classified
	2431-2439 (except 2434)	Millwork, Veneer, Plywood, and Structural Wood (see Sector W)
	2448	Wood Pallets and Skids
	2449	Wood Containers, Not Elsewhere Classified
	2451, 2452	Wood Buildings and Mobile Homes
	2493	Reconstituted Wood Products
	2499	Wood Products, Not Elsewhere Classified
A5	2441	Nailed and Lock Corner Wood Boxes and Shook
SECTOR B: PAPER AND ALLIED PRODUCTS		
B1	2631	Paperboard Mills
B2	2611	Pulp Mills
	2621	Paper Mills
	2652-2657	Paperboard Containers and Boxes
	2671-2679	Converted Paper and Paperboard Products, Except Containers and Boxes
SECTOR C: CHEMICALS AND ALLIED PRODUCTS		
C1	2873-2879 (except 2874)	Agricultural Chemicals
C2	2812-2819	Industrial Inorganic Chemicals
C3	2841-2844	Soaps, Detergents, and Cleaning Preparations; Perfumes, Cosmetics, and Other Toilet Preparations
C4	2821-2824	Plastics Materials and Synthetic Resins, Synthetic Rubber, Cellulosic and Other Manmade Fibers Except Glass
C5	2833-2836	Medicinal Chemicals and Botanical Products; Pharmaceutical Preparations; in vitro and in vivo Diagnostic Substances; and Biological Products, Except Diagnostic Substances
	2851	Paints, Varnishes, Lacquers, Enamels, and Allied Products
	2861-2869	Industrial Organic Chemicals
	2891-2899	Miscellaneous Chemical Products
	3952 (limited to list of inks and paints)	Inks and Paints, Including China Painting Enamels, India Ink, Drawing Ink, Platinum Paints for Burnt Wood or Leather Work, Paints for China Painting, Artist's Paints and Artist's Watercolors
	2911	Petroleum Refining

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Subsector (May be subject to more than one sector/subsector)	**SIC Code or Activity Code[1]**	**Activity Represented**
SECTOR D: ASPHALT PAVING AND ROOFING MATERIALS AND LUBRICANTS		
D1	2951, 2952	Asphalt Paving and Roofing Materials
D2	2992, 2999	Miscellaneous Products of Petroleum and Coal
SECTOR E: GLASS, CLAY, CEMENT, CONCRETE, AND GYPSUM PRODUCTS		
E1	3251-3259	Structural Clay Products
	3261-3269	Pottery and Related Products
E2	3271-3275	Concrete, Gypsum, and Plaster Products
E3	3211	Flat Glass
	3221, 3229	Glass and Glassware, Pressed or Blown
	3231	Glass Products Made of Purchased Glass
	3241	Hydraulic Cement
	3281	Cut Stone and Stone Products
	3291-3299	Abrasive, Asbestos, and Miscellaneous Nonmetallic Mineral Products
SECTOR F: PRIMARY METALS		
F1	3312-3317	Steel Works, Blast Furnaces, and Rolling and Finishing Mills
F2	3321-3325	Iron and Steel Foundries
F3	3351-3357	Rolling, Drawing, and Extruding of Nonferrous Metals
F4	3363-3369	Nonferrous Foundries (Castings)
F5	3331-3339	Primary Smelting and Refining of Nonferrous Metals
	3341	Secondary Smelting and Refining of Nonferrous Metals
	3398, 3399	Miscellaneous Primary Metal Products
SECTOR G: RESERVED		
SECTOR H: RESERVED		
SECTOR I: OIL AND GAS EXTRACTION AND REFINING		
I1	1311	Crude Petroleum and Natural Gas
	1321	Natural Gas Liquids
	1381-1389	Oil and Gas Field Services
SECTOR J: MINERAL MINING AND DRESSING		
J1	1442	Construction Sand and Gravel
	1446	Industrial Sand
J2	1411	Dimension Stone
	1422-1429	Crushed and Broken Stone, Including Rip Rap
	1481	Nonmetallic Minerals Services, Except Fuels
	1499	Miscellaneous Nonmetallic Minerals, Except Fuels
J3	1455, 1459	Clay, Ceramic, and Refractory Materials
	1474-1479	Chemical and Fertilizer Mineral Mining

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Subsector (May be subject to more than one sector/subsector)	**SIC Code or Activity Code[1]**	**Activity Represented**
SECTOR K: HAZARDOUS WASTE TREATMENT, STORAGE, OR DISPOSAL FACILITIES		
K1	HZ	Hazardous Waste Treatment, Storage, or Disposal Facilities, including those that are operating under interim status or a permit under subtitle C of RCRA
SECTOR L: CLOSED LANDFILLS, LAND APPLICATION SITES, AND OPEN DUMPS		
L1	LF	All Closed Landfill, Land Application Sites and Open Dumps
SECTOR M: AUTOMOBILE SALVAGE YARDS		
M1	5015	Automobile Salvage Yards
SECTOR N: SCRAP RECYCLING FACILITIES		
N1	5093	Scrap Recycling and Waste Recycling Facilities except Source-Separated Recycling
N2	5093	Source-separated Recycling Facility
SECTOR O: STEAM ELECTRIC GENERATING FACILITIES		
O1	SE	Steam Electric Generating Facilities, including coal handling sites
SECTOR P: LAND TRANSPORTATION AND WAREHOUSING		
P1	4011, 4013	Railroad Transportation
	4111-4173	Local and Highway Passenger Transportation
	4212-4231	Motor Freight Transportation and Warehousing
	4311	United States Postal Service
SECTOR Q: WATER TRANSPORTATION		
Q1	4412-4492, 4499	Water Transportation Facilities (except Marinas SIC 4493)
SECTOR R: SHIP AND BOAT BUILDING AND REPAIRING YARDS		
R1	3731, 3732	Ship and Boat Building or Repairing Yards
SECTOR S: AIR TRANSPORTATION FACILITIES		
S1	4512-4581	Air Transportation Facilities
SECTOR T: TREATMENT WORKS		
T1	TW	Treatment Works treating domestic sewage or any other sewage sludge or wastewater treatment device or system, used in the storage, treatment, recycling, and reclamation of municipal or domestic sewage, including land dedicated to the disposal of sewage sludge that are located within the confines of the facility, with a design flow of 1.0 mgd or more, or required to have an approved pretreatment program under 40 CFR Part 403. Not included are farm lands, domestic gardens or lands used for sludge management where sludge is beneficially reused and which are not physically located in the confines of the facility, or areas that are in compliance with section 405 of the CWA
SECTOR U: FOOD AND KINDRED PRODUCTS		
U1	2041-2048	Grain Mill Products
U2	2074-2079	Fats and Oils Products

ATTACHMENT A. Sectors of Industrial Activity Covered by This Permit		
Subsector (May be subject to more than one sector/subsector)	**SIC Code or Activity Code[1]**	**Activity Represented**
U3	2011-2015	Meat Products
	2021-2026	Dairy Products
	2032-2038	Canned, Frozen, and Preserved Fruits, Vegetables, and Food Specialties
	2051-2053	Bakery Products
	2061-2068	Sugar and Confectionery Products
	2082-2087	Beverages
	2091-2099	Miscellaneous Food Preparations and Kindred Products
	2111-2141	Tobacco Products
SECTOR V: TEXTILE MILLS, APPAREL, AND OTHER FABRIC PRODUCT MANUFACTURING; LEATHER AND LEATHER PRODUCTS		
V1	2211-2299	Textile Mill Products
	2311-2399	Apparel and Other Finished Products Made from Fabrics and Similar Materials
	3131-3199	Leather and Leather Products (note: see Sector Z1 for Leather Tanning and Finishing)
SECTOR W: FURNITURE AND FIXTURES		
W1	2434	Wood Kitchen Cabinets
	2511-2599	Furniture and Fixtures
SECTOR X: PRINTING AND PUBLISHING		
X1	2711-2796	Printing, Publishing, and Allied Industries
SECTOR Y: RUBBER, MISCELLANEOUS PLASTIC PRODUCTS, AND MISCELLANEOUS MANUFACTURING INDUSTRIES		
Y1	3011	Tires and Inner Tubes
	3021	Rubber and Plastics Footwear
	3052, 3053	Gaskets, Packing and Sealing Devices, and Rubber and Plastic Hoses and Belting
	3061, 3069	Fabricated Rubber Products, Not Elsewhere Classified
Y2	3081-3089	Miscellaneous Plastics Products
	3931	Musical Instruments
	3942-3949	Dolls, Toys, Games, and Sporting and Athletic Goods
	3951-3955 (except 3952 – see Sector C)	Pens, Pencils, and Other Artists' Materials
	3961, 3965	Costume Jewelry, Costume Novelties, Buttons, and Miscellaneous Notions, Except Precious Metal
	3991-3999	Miscellaneous Manufacturing Industries
SECTOR Z: LEATHER TANNING AND FINISHING		
Z1	3111	Leather Tanning and Finishing

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Subsector (May be subject to more than one sector/subsector)	**SIC Code or Activity Code[1]**	**Activity Represented**
SECTOR AA: FABRICATED METAL PRODUCTS		
AA1	3411-3499 (except 3479)	Fabricated Metal Products, Except Machinery and Transportation Equipment, and Coating, Engraving, and Allied Services.
	3911-3915	Jewelry, Silverware, and Plated Ware
AA2	3479	Fabricated Metal Coating and Engraving
SECTOR AB: TRANSPORTATION EQUIPMENT, INDUSTRIAL OR COMMERCIAL MACHINERY		
AB1	3511-3599 (except 3571-3579)	Industrial and Commercial Machinery, Except Computer and Office Equipment (see Sector AC)
	3711-3799 (except 3731, 3732)	Transportation Equipment Except Ship and Boat Building and Repairing (see Sector R)
SECTOR AC: ELECTRONIC, ELECTRICAL, PHOTOGRAPHIC, AND OPTICAL GOODS		
AC1	3571-3579	Computer and Office Equipment
	3812-3873	Measuring, Analyzing, and Controlling Instruments; Photographic and Optical Goods, Watches, and Clocks
	3612-3699	Electronic and Electrical Equipment and Components, Except Computer Equipment
SECTOR AD: NON-CLASSIFIED FACILITIES		
AD1	Other storm water discharges designated by the Director as needing a permit (see 40 CFR 122.26(a)(9)(i)(C) & (D)) or any facility discharging storm water associated with industrial activity not described by any of Sectors A-AC. NOTE: Facilities may not elect to be covered under Sector AD. Only the Director may assign a facility to Sector AD.	

[1] A complete list of SIC Codes (and conversions from the newer North American Industry Classification System" (NAICS)) can be obtained from the Internet at www.census.gov/epcd/www/naics.html or in paper form from various locations in the document titled *Handbook of Standard Industrial Classifications*, Office of Management and Budget, 1987.