



NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) INDIVIDUAL PERMIT TO DISCHARGE STORMWATER FROM SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4s) APPLICATION

Before completing this form, read the step-by-step instructions provided in this application package.

<p style="text-align: center;">Related ID#s (If Known)</p> <p>Client ID# _____ APS ID# _____</p> <p>Site ID# _____ Auth ID# _____</p> <p>Facility ID# _____</p>	<p style="text-align: center;">DEP USE ONLY</p> <p style="text-align: center;">Date Received _____</p> <p>PA _____ PDG? _____</p>
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GENERAL INFORMATION

Type of Permit: New Permit Renewal of Permit Permit No.: PA _____

Is a waiver of coverage being requested and is a waiver application attached to this application? Yes No

Is individual permit coverage requested for more than one MS4 applicant? Yes No

If Yes, submit this application for each co-applicant and complete the information below (see instructions):

Joint Client Name: _____ Joint Client Phone: _____

Joint Client Address: _____ Joint Client Contact: _____

Joint Client City, State, Zip: _____

MS4 CLIENT/OPERATOR INFORMATION

DEP Client ID# _____ Client Type/Code _____

Organization Name or Registered Fictitious Name _____ Employer ID# (EIN) _____ Dun & Bradstreet ID# _____

Mailing Address Line 1 _____ Mailing Address Line 2 _____

Address Last Line – City _____ State _____ ZIP+4 _____ Country _____

Client Contact Last Name _____ First Name _____ MI _____ Suffix _____

Client Contact Title _____ Phone _____ Ext _____

Email Address _____ FAX _____

MS4 SITE INFORMATION

DEP Site ID# _____ Site Name _____

Urbanized Area (UA) Name(s) _____ UA Area (specify acres or mi²) _____

County Name _____ Municipality Name _____ City _____ Boro _____ Twp _____ State _____

County Name _____ Municipality Name _____ City _____ Boro _____ Twp _____ State _____

Site Location Address Line 1 _____ Site Location Address Line 2 _____

STORMWATER MANAGEMENT PROGRAM

Check here if the applicant is relying and will continue to rely on Pennsylvania's Chapter 102 program for erosion and sediment control (E&S) and post-construction stormwater management requirements. (If checked, there is no need to complete the information in the table below for MCM #4, BMPs #4 – #8, and MCM #5, BMPs #4 – #6).

Minimum Control Measure (MCM)	BMP #	BMP Summary	Responsible Party	Contact Name	Contact Phone No.	MOU or Agreement?
#1 – Public Education and Outreach	1	Develop, implement and maintain a written Public Education and Outreach Program.				<input type="checkbox"/>
	2	Develop and maintain lists of target audience groups that are present within the areas served by the permittee's regulated small MS4.				<input type="checkbox"/>
	3	The permittee shall annually publish at least one issue of a newsletter, a pamphlet, a flyer, or a website that includes general stormwater educational information, a general description of the permittee's SWMP, and/or information about the permittee's stormwater management activities.				<input type="checkbox"/>
	4	Distribute stormwater educational materials and/or information to the target audiences using two methods annually.				<input type="checkbox"/>
#2 – Public Participation and Involvement	1	Develop, implement and maintain a written Public Involvement and Participation Program (PIPP).				<input type="checkbox"/>
	2	Provide adequate public notice and opportunities for public review, input, and feedback prior to adoption of any ordinance, SOP or plan required by the General Permit.				<input type="checkbox"/>
	3	Regularly solicit public involvement and participation from the target audience groups using available distribution and outreach methods.				<input type="checkbox"/>
#3 – Illicit Discharge Detection and Elimination	1	Develop and implement a written program for the detection, elimination, and prevention of illicit discharges into the regulated MS4.				<input type="checkbox"/>
	2	Develop and maintain a map of the regulated small MS4's outfalls and surface waters.				<input type="checkbox"/>
	3	In conjunction with the map(s) created under BMP #2 (either on the same map or on a different map), new permittees shall show, and existing permittees shall update, the entire storm sewer collection system, including roads, inlets, piping, swales, catch basins, channels, basins, and any other features of the permittee's storm sewer system including municipal boundaries and/or watershed boundaries.				<input type="checkbox"/>

Minimum Control Measure (MCM)	BMP #	BMP Summary	Responsible Party	Contact Name	Contact Phone No.	MOU or Agreement?
#3 – Illicit Discharge Detection and Elimination (continued)	4	The permittee shall conduct outfall field screening, identify the source of any illicit discharges, and remove or correct any illicit discharges.				<input type="checkbox"/>
	5	Enact a Stormwater Management Ordinance (municipal permittees) or SOP (non-municipal permittees) to implement and enforce a stormwater management program that includes prohibition of non-stormwater discharges to the regulated small MS4.				<input type="checkbox"/>
	6	Provide educational outreach to public employees, business owners and employees, property owners, the general public and elected officials (i.e., target audiences) about the program to detect and eliminate illicit discharges.				<input type="checkbox"/>
#4 – Construction Site Stormwater Runoff Control	1	If an NPDES permit is required for earth disturbance activities, do not issue a building permit or approval until confirmation that a valid NPDES permit is obtained.				<input type="checkbox"/>
	2	Notify DEP or CCD within 5 days of the receipt of an application for a permit involving an earth disturbance activity consisting of one acre or more.				<input type="checkbox"/>
	3	Enact, implement, and enforce an ordinance to require the implementation of erosion and sediment control BMPs, as well as sanctions to ensure compliance.				<input type="checkbox"/>
	4	Review Erosion and Sediment (E&S) control plans to ensure that such plans adequately consider water quality impacts and meet regulatory requirements.				<input type="checkbox"/>
	5	Conduct inspections regarding installation and maintenance of E&S control measures during earth disturbance activities. Maintain records of site inspections, including dates and inspection results, in accordance with the record retention requirements in this General Permit.				<input type="checkbox"/>
	6	Conduct enforcement when installation and maintenance of E&S control measures during earth disturbance activities does not comply with permit and/or regulatory requirements.				<input type="checkbox"/>
	7	Develop and implement requirements for construction site operators to control waste at construction sites that may cause adverse impacts to water quality. The permittee shall provide education on these requirements to construction site operators.				<input type="checkbox"/>

Minimum Control Measure (MCM)	BMP #	BMP Summary	Responsible Party	Contact Name	Contact Phone No.	MOU or Agreement?
#4 – Construction Site Stormwater Runoff Control (continued)	8	Develop and implement procedures for the receipt and consideration of public inquiries, concerns, and information submitted by the public to the permittee regarding local construction activities. The permittee shall demonstrate acknowledgement and consideration of the information submitted, whether submitted verbally or in writing.				<input type="checkbox"/>
	1	Enact, implement, and enforce an ordinance or other regulatory mechanism to address post-construction stormwater runoff from new development and redevelopment projects, as well as sanctions and penalties associated with non-compliance.				<input type="checkbox"/>
	2	Develop and implement measures to encourage and expand the use of Low Impact Development (LID) in new development and redevelopment.				<input type="checkbox"/>
	3	Ensure adequate operation and maintenance of all post-construction stormwater management BMPs installed at all development or redevelopment projects that disturb greater than or equal to one acre.				<input type="checkbox"/>
	4	Review PCSM Plans and require the implementation of structural and/or non-structural BMPs that are appropriate to the local community, that minimize water quality impacts and that are designed to maintain pre-development runoff conditions, and implement a tracking system for qualifying projects and associated PCSM BMPs.				<input type="checkbox"/>
	5	Inspect all qualifying development or redevelopment projects to ensure proper installation of the approved structural PCSM BMPs.				<input type="checkbox"/>
	6	Develop a written program that describes how the permittee shall implement and enforce all required components of this MCM.				<input type="checkbox"/>
	1	Identify and document all operations that are owned or operated by the permittee and have the potential for generating stormwater runoff to the regulated small MS4.				<input type="checkbox"/>
#6 – Pollution Prevention / Good Housekeeping	2	Develop, implement and maintain a written O&M program for all operations that could contribute to the discharge of pollutants from the regulated small MS4.				<input type="checkbox"/>
	3	Develop and implement an employee training program that addresses appropriate topics to further the goal of preventing or reducing the discharge of pollutants from operations to the regulated small MS4.				<input type="checkbox"/>

STORMWATER MANAGEMENT PROGRAM

MOU or Agreement. Attach any Memorandum of Understanding (MOU) or other written agreement that describes the BMP(s) identified above as being the responsibility of another party or a shared responsibility with another party.

Stormwater Management Ordinance. For municipal applicants that are renewing permit coverage, complete the information below and attach the applicant's Stormwater Management Ordinance to the NOI. The box for "Yes" must be checked for one of the three options below. Applicants that lack the authority to enact ordinances and are renewing permit coverage must attach their stormwater management SOP(s).

1.	Has a Stormwater Management Ordinance been enacted that is consistent with either the 2013 or 2022 DEP Model Ordinances?	<input type="checkbox"/> Yes	Date:	<input type="checkbox"/> No
2.	Has a Stormwater Management Ordinance been enacted that is consistent with an Act 167 Plan approved by DEP in 2005 or later?	<input type="checkbox"/> Yes	Date:	<input type="checkbox"/> No
3.	Has a Stormwater Management Ordinance been enacted that meets the requirements of the Stormwater Management Ordinance Checklist (for either 2013 or 2022)? If Yes, attach Checklist (3800-PM-BCW0100g).	<input type="checkbox"/> Yes	Date:	<input type="checkbox"/> No

COMPLIANCE HISTORY

Existing Permits – Identify all existing environmental permits issued by DEP or EPA to the applicant in the past five years.

Type of Permit	Permit No.	Date Issued	Issued By

Was/Is the facility owner or operator in violation of any DEP regulation, permit, order or schedule of compliance at this or any other facility? Yes No

If "Yes," list each permit, order or schedule of compliance and provide current compliance status. Use additional sheets to provide information on all permits.

Permit Program: _____ Permit No.: _____

Brief Description of Non-Compliance: _____

Steps Taken to Achieve Compliance	Date(s) Compliance Achieved

Current Compliance Status: In Compliance In Non-Compliance

CERTIFICATION

I certify under penalty of law and subject to the penalties of 18 Pa. C.S.A. Section 4904 (relating to unsworn falsification to authorities) 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 gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name (type or print legibly)

Official Title

Signature

Date Signed