



OREGON DEPARTMENT OF ENVIRONMENTAL QUALITY
APPLICATION FOR NEW NPDES GENERAL PERMIT 1200-Z

Instructions for Completion of 1200-Z Industrial Stormwater Application: Please answer all questions. An incomplete application will not be processed. If the information requested is not applicable, please indicate as such.

A. REFERENCE INFORMATION

1. Enter the legal name of the applicant. This must be the legal Oregon name (i.e., Acme Products, Inc.) or the legal representative of the company if it operates under an assumed business name (i.e., John Smith, dba Acme Products). The name must be a legal, active name registered with the Oregon Department of Commerce, Corporation Division (503) 378-4752, (http://egov.sos.state.or.us/br/pkg_web_name_srch_inq_login), unless otherwise exempted by their regulations. The permit will be issued to the legal name of the applicant.
2. Enter the common name of the facility or operation if different than the legal name.
3. Enter the physical location of the facility (not mailing address), including city, state, zip code, and county.
 4. Enter the latitude and longitude of the approximate center of the facility or site in degrees/minutes/seconds to the nearest 15 seconds. Latitude and longitude can be obtained from DEQ's location finder web site at <http://deqapp1/website/lit/data.asp>. To get the longitude and latitude to appear you can also zoom in and re-center until you find the area. You may want to turn off DEQ interests to eliminate the yellow dots and you may want to turn on the Aerial Photos to help you locate the site (note that the aerial photos are over ten years old). The latitude and longitude will be indicated on the left side of the page once you have checked the locate place at the top of the page and clicked on a location.
5. Provide the primary Standard Industrial Classification (SIC) Code and Title for the facility and any additional SIC Codes that apply to the site. The SIC Code is a four digit number assigned to different businesses. The SIC Title corresponds to the Code and is a short description of activities that occur at a business. Typically, SIC Codes are used by the fire marshal or insurance companies. They are also used when filing taxes or registering as a corporation with the state. This may or may not be the SIC Codes(s) that you will use. The SIC Code must be the one(s) that pertain to the site industrial activities and may differ from that used for other purposes. If you do not know your SIC Code and Title, try the OSHA Web Site at http://www.osha.gov/pls/imis/sic_manual.html or contact DEQ or Agent office for assistance.
6. Indicate if the applicant is the owner of the facility.
7. Enter the name, telephone number, and mailing address of the Legal Contact. The Legal Contact is the person that receives official correspondence from DEQ, such as renewal notices or notices of noncompliance, and may be contacted if there are questions about this application.
8. Enter the name, telephone number and mailing address of the Facility Contact if different from the Legal Contact. The Facility Contact is the person located at the facility that has specific knowledge of the facility or operation under permit (e.g., the treatment plant operator), and may be contacted if there are specific questions about this application.
9. Enter invoicing information for billing purposes if different from the Legal Contact (e.g., "Invoice To: Business Office - Accounts Payable"). This must be the same company as the applicant.

B. STORMWATER DISCHARGE INFORMATION

1. Briefly describe the activities at the site that have the potential to contaminate stormwater. Such activities include the storage of materials or equipment outside, unloading and loading activities, maintenance activities, etc.
2. Indicate the name(s) of the receiving water(s) (i.e., indicate where stormwater runoff during construction will flow). Request information from local authority or other resource to determine the name of the receiving waterbody. Your receiving water may be a lake, stream, river, wetland or other waterbody, and may or may not be located adjacent to the site. Your stormwater may discharge directly to the receiving water or indirectly via a storm sewer system, an open drain or ditch, or other conveyance structure. Do NOT list a man-made conveyance, such as a storm sewer system, as your receiving water. If you discharge to an irrigation channel or ditch you must also indicate the owner or operator of the irrigation channel or ditch. Indicate the first natural receiving water your stormwater discharge enters.

For example, if your discharge enters a storm sewer system, that empties into Trout Creek, which flows into Pine River, your receiving water is Trout Creek, because it is the first natural waterbody your discharge will reach. Similarly, a discharge into a ditch that feeds Spring Creek should be identified as "Spring Creek" since the ditch is a manmade conveyance. If you discharge into a municipal separate storm sewer system (MS4), you must identify the waterbody into which that portion of the storm sewer discharges. That information should be readily available from the operator of the MS4.
3. Determine if stormwater from your site will discharge to an impaired waterbody and identify the impairment pollutant(s) if the answer is yes. You can find this information by searching the database at: <http://www.deq.state.or.us/wq/assessment/rpt2012/search.asp>.

When searching the database, be sure the waterbody selected is in the correct watershed (basin) and choose Water Quality Limited TMDL needed – 303(d) (Category 5).

If you answered ‘Yes’ to the previous question, your site must meet one of the following conditions to obtain coverage under this permit:

- i. Prevent all pollutants for which the waterbody is impaired from exposure to stormwater and document in the Stormwater Pollution Control Plan (SWPCP) procedures taken to prevent exposure on-site; or
- ii. Document in SWPCP that the pollutant(s) for which the waterbody is impaired are not present at the site; or
- iii. Provide data and other technical information that demonstrates that the discharge is not expected to cause or contribute to an exceedance of the water quality standard for which the waterbody is impaired at the point of discharge to the waterbody if the pollutant(s) for which the waterbody is impaired are likely to be present at the site and DEQ has not issued a TMDL for the pollutant(s). Indicate if any tests have been done on the facility's stormwater runoff associated with industrial activities on the site. Attach any sampling results that may be available.

If a new discharger is unable to meet the above conditions, discharge must cease; or obtain coverage under an individual permit

4. The federal stormwater regulations (40 CFR 122.26(c)) require that your facility be investigated for the presence of non-stormwater discharges. Non-stormwater discharges are any discharges not associated with rain events such as discharges of wash water, boiler blowdown, non-contact cooling water, process wastewater, etc. Certain non-stormwater discharges are authorized under this permit (please see Schedule A, condition 5 of the permit).

Please describe the method used to evaluate your site for the presence of non-stormwater discharges. Methods may include conducting a visual inspection of activities at the site during periods of dry weather to determine if there is any unusual drainage off the site; inspecting site plans or testing drainage lines to confirm that drains being used for non-stormwater discharges are connected to sanitary sewer (sewage treatment plant); or some combination of the above. By signing the application, you certify that such an investigation has been performed. Indicate if any non-stormwater discharges were found during the investigation that are not authorized by this permit or any other existing DEQ permit. For example, if flow was noted, describe the source of the non-stormwater discharge. At the time the application is reviewed, a determination will be made as to whether the non-stormwater discharge needs a permit.

5. Indicate if any leaks or spills of materials or wastes have occurred at the facility within the last three years.
6. Indicate if there are any other DEQ permits issued for this site. If so, please describe the permits and provide the permit numbers. Indicate if you are using any of the stormwater outfalls on site to discharge wastewater that is authorized under a different permit.

C. LAND USE COMPATABILITY STATEMENT

Land Use Compatibility Statement (LUCS) must be signed by local planning official. If there are any conditions placed on the land use approval, the findings must be included. The LUCS form may be obtained from DEQ at: <http://www.oregon.gov/deq/Permits/Pages/LUCS.aspx>.

D. SIGNATURE OF LEGALLY AUTHORIZED REPRESENTATIVE

A legally authorized representative must sign the application. The following are authorized to sign the document:

- ◆ **Corporation** — President, secretary, treasurer, vice-president, or any person who performs principal business functions; or a manager of one or more facilities employing more than 250 persons or having gross annual sales or expenditures exceeding \$25 million that is authorized in accordance to corporate procedure to sign such documents
- ◆ **Partnership** — General partner *[list of general partners, their addresses and telephone numbers]*
- ◆ **Sole Proprietorship** — Owner(s) *[each owner must sign the application]*
- ◆ **City, County, State, Federal, or other Public Facility** — Principal executive officer or ranking elected official
- ◆ **Limited Liability Company** — Member
- ◆ **Trusts** — Acting trustee *[list of trustees, their addresses and telephone numbers]*

E. APPLICATION SUBMITTAL

Please send the following completed application materials to the appropriate DEQ regional office or Agents office: **Application form; Stormwater Pollution Control Plan (SWPCP); SWPCP checklist; Land Use Compatibility Statement (LUCS), and fees.** If applicable, also send a demonstration that your discharge does not or will not contribute to water quality impairments for any pollutant listed in Table 4, Schedule B.1 of the permit. For more information on preparing a SWPCP, please see DEQ's guidance document, located at <http://www.oregon.gov/deq/wq/wqpermits/Pages/Stormwater-Industrial.aspx> DEQ has entered into agreements with jurisdictions known as "Agents" to process the permit applications and administer the permits on DEQ's behalf. If your project is located in one of these areas, please submit your application materials to the Agent, including one electronic and one paper copy of the SWPCP.

DEQ Northwest Region	DEQ Western Region		DEQ Eastern Region		
700 Lloyd Building at 700 NE Multnomah St., Suite #600, Portland, OR 97232 503-229-5438	165 East 7th Avenue, Suite 100 Eugene, OR 97401 541-686-7930		800 SE Emigrant Avenue, Suite 330 Pendleton, OR 97801 541-278-4605		
Clackamas	Benton	Lane	Baker	Hood River	Sherman
Clatsop	Coos	Lincoln	Crook	Jefferson	Umatilla
Columbia	Curry	Linn	Deschutes	Klamath	Union
Multnomah	Douglas	Marion	Gilliam	Lake	Wallowa
Tillamook	Jackson	Polk	Grant	Malheur	Wasco
Washington	Josephine	Yamhill	Harney	Marrow	Wheeler

AGENT OFFICES

<p style="text-align: center;">Clean Water Services</p> <p style="text-align: center;">2550 SW Hillsboro Highway Hillsboro, OR 97123 503-681-5175</p> <p><i>Includes Banks, Beaverton, Cornelius, Durham, Forest Grove, Gaston, Hillsboro, King City, North Plains, Sherwood, Tigard, Tualatin, and portions of Washington Co.</i></p>	<p style="text-align: center;">City of Portland</p> <p style="text-align: center;">Bureau of Environmental Services Water Pollution Control Laboratory 6543 N. Burlington Ave. Portland, OR 97203-5452 503-823-7584</p>	<p style="text-align: center;">City of Eugene</p> <p style="text-align: center;">Industrial Source Control 410 River Ave. Eugene, OR 97404 541-682-8616</p>
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4. Have all stormwater outfalls associated with industrial activities on your site been evaluated for the presence of non-stormwater discharges not otherwise authorized by this permit or another NPDES permit?

If unauthorized or unpermitted non-stormwater discharges were discovered during the investigation, please list the wastewater source(s):

By signing this application, you certify that this investigation has occurred and there are no unauthorized or unpermitted discharges.

5. Have any leaks or spills or other instances of stormwater contamination occurred at the site within the last three (3) years?

Yes No If Yes, please describe below:

6. Are there other DEQ water quality permits issued for this site? Yes No If Yes, please describe the permits and provide the permit No(s):

Are you using any stormwater outfalls on site to discharge permitted wastewater? If so, describe:

C. LAND USE COMPATABILITY STATEMENT

Attach the *original* and complete Land Use Compatibility Statement (LUCS) signed by the local land use authority. The application will not be processed unless the local land use authority approves it and it meets statewide planning goals.

D. SIGNATURE OF LEGALLY AUTHORIZED REPRESENTATIVE

I hereby certify that the information contained in this application is true and correct to the best of my knowledge and belief. In addition, I agree to pay all permit fees required by Oregon Administrative Rules 340-45. This includes a renewal application fee to renew the permit and a compliance determination fee invoiced annually by DEQ to maintain the permit.

Name of Legally Authorized Representative (Type or Print)

Title

Signature of Legally Authorized Representative

Date

E. APPLICATION SUBMITTAL

The following application materials must be completed and submitted to the DEQ regional office or to a DEQ Agent (see instructions for list of DEQ regional office and Agents):

- Signed Application form.
- Land Use Compatibility Statement with signature of the local land use planning official and the LUCS Findings, if applicable.
- Stormwater Pollution Control Plan and Checklist.
- Application fee. Appropriate fees are available at: <http://www.oregon.gov/deq/Rulemaking%20Docs/340-045-0075WQFeeTables.pdf>. Both the application and first annual fee must be included with the application materials. An annual fee will be assessed each year coverage is maintained. Make the check payable to DEQ

If you are sending your application to a DEQ Agent, check with the DEQ Agent for the appropriate fees and make check payable to the DEQ Agent.