

**PAG-03  
NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)  
GENERAL PERMIT FOR DISCHARGES OF  
STORMWATER ASSOCIATED WITH INDUSTRIAL ACTIVITY  
NOTICE OF INTENT (NOI) INSTRUCTIONS**

**Applicants discharging directly to High Quality (HQ) or Exceptional Value (EV) waters are not eligible for coverage under the PAG-03 General Permit and are not eligible for No Exposure Certification approval.**

**GENERAL**

**NOTE: FAILURE TO COMPLY WITH THESE INSTRUCTIONS AND SUBMIT ALL REQUIRED INFORMATION MAY RESULT IN DENIAL OF THE NOI.**

The Department of Environmental Protection (DEP) requests that applicants use the most recent versions of NOIs as posted on DEP's website. The most recent version of the PAG-03 General Permit NOI can be obtained through DEP's website as noted below. A complete NOI package includes the NOI form, the General Information Form (GIF) (for new projects only), and all other attachments identified on the checklist for the NOI. Applicants can download the appropriate form to a computer, complete the form electronically and print the document for submission to DEP. The NOI and checklist can be obtained as follows:

Go to DEP's website: [www.dep.pa.gov](http://www.dep.pa.gov)  
Select: Businesses – Water  
Select: Bureau of Clean Water  
Select: Wastewater Management  
Select: NPDES and WQM Permitting Programs  
Select: PAG-03 Discharges of Stormwater Associated with Industrial Activities

The GIF form can be obtained as follows:

Go to DEP's website: [www.depgreenport.state.pa.us/elibrary/](http://www.depgreenport.state.pa.us/elibrary/)  
Select: Permit and Authorization Packages  
Select: Department-Wide General Information  
Select: General Information Form (GIF)

**FOLLOWING SUBMISSION OF YOUR APPLICATION, CHECK DEP'S WEBSITE TO MONITOR THE STATUS OF YOUR NOI.** In general, DEP will not notify you if the NOI is considered complete and technically adequate. You may view the status of your application as follows:

Go to DEP's website: [www.dep.pa.gov](http://www.dep.pa.gov)  
Select: Data and Tools – Tools  
Select: eFACTS  
Select: Authorization Search and search for the record using the permit number. If unknown, you will need to search using other criteria. If necessary, contact DEP's Help Desk for assistance at 717.705.3768.

**General Instructions.** These instructions are intended to assist the applicant in completing the NOI form identified above. Type or print clearly when completing the form. If additional space is needed to accurately complete the NOI, attach additional pages as necessary. If a question is not applicable, write "N/A" in the appropriate box.

**Scope.** The PAG-03 General Permit is intended to provide NPDES permit coverage for discharges of stormwater associated with industrial activity, as defined at 40 CFR § 122.26(b)(14) (excluding §§ 122.26(b)(14)(iii) for mineral industry, 122.26(b)(14)(ix) for sewage treatment works and 122.26(b)(14)(x) for stormwater associated with construction activity), and other industrial stormwater discharges that may be required to obtain a permit under Pennsylvania's Clean Streams Law. An industrial facility that already has or is required to obtain an individual NPDES permit for non-stormwater discharges may not use the PAG-03 General Permit for coverage of its stormwater

discharges, as the stormwater discharges are incorporated into the individual permit. See “Discharges Not Authorized by the PAG-03 General Permit” below for additional criteria that limit coverage under the PAG-03 General Permit.

Industrial facilities that are required to obtain NPDES permit coverage for its stormwater discharges, and also have periodic non-stormwater discharges, may be eligible for PAG-03 General Permit coverage if the non-stormwater discharges are limited to the following:

- Discharges from emergency/unplanned fire-fighting activities;
- Potable water – including water line flushings, fire suppression system flushings, and fire hydrant flushings – that does not contain measurable concentrations of Total Residual Chlorine (TRC) and where appropriate control measures are implemented to minimize discharges of mobilized solids and other pollutants (e.g., filtration, detention, settlement);
- Uncontaminated condensate from air conditioners, coolers/chillers, and other compressors (if treatment through an oil/water separator is provided) and from the outside storage of refrigerated gases or liquids;
- Irrigation drainage;
- Landscape water if such water does not contain pesticides, herbicides or fertilizers;
- Pavement wash waters, other than wash waters used on newly sealed pavement, where no detergents or hazardous cleaning products are used; the wash waters do not come into contact with oil and grease deposits, sources of pollutants associated with industrial activities, or any other toxic or hazardous materials; and where appropriate control measures are implemented to minimize discharges of mobilized solids and other pollutants (e.g., filtration, detention, settlement);
- Routine external building washdown / power wash water that does not contain detergents or hazardous cleaning products (e.g., those containing bleach, hydrofluoric acid, muriatic acid, sodium hydroxide, nonylphenols) and appropriate control measures are implemented to minimize discharges of mobilized solids and other pollutants (e.g., filtration, detention, settlement);
- Uncontaminated ground water or spring water;
- Foundation or footing drains where flows are not contaminated with process materials;
- Incidental windblown mist from cooling towers that collects on rooftops or adjacent portions of a facility, but not intentional discharges from the cooling tower; and
- Other non-stormwater discharges, if identified in the sector-specific appendix of PAG-03.

The PAG-03 General Permit contains Parts A, B and C, which apply to all facilities, and appendices that are sector-specific. Table 1 below identifies the PAG-03 appendices, the SIC codes and industrial activities that are subject to the requirements in those appendices, and the source of the requirement for NPDES permit coverage (or otherwise No Exposure Certification). Facilities whose primary industrial activities do not fall within the SIC codes of a given appendix, but the activities are nonetheless similar, may be specified by DEP as needing to comply with that appendix.

**Table 1 – Industrial Activities and Corresponding PAG-03 Appendices**

PAG-03 Appendix	SIC Code	Industrial Activity	Source
A – Hazardous Waste Treatment, Storage or Disposal Facilities	4953 and others	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)
B – Primary Metals	3312-3317	Steel Works, Blast Furnaces, and Rolling and Finishing Mills	40 CFR § 122.26(b)(14)(ii)
	3321-3325	Iron and Steel Foundries	
	3331-3339	Primary Smelting and Refining of Nonferrous Metals	
	3341	Secondary Smelting and Refining of Nonferrous Metals	
	3351-3357	Rolling, Drawing, and Extruding of Nonferrous Metals	
	3363-3369	Nonferrous Foundries (Castings)	
	3398, 3399	Miscellaneous Primary Metal Products	
C – Landfills and Land Application Sites	4953 and others	All Landfill and Land Application Sites that receive or have received industrial wastes	40 CFR § 122.26(b)(14)(v)
D – Timber Products	2411	Log Storage and Handling	

PAG-03 Appendix	SIC Code	Industrial Activity	Source
	2421	General Sawmills and Planing Mills	40 CFR § 122.26(b)(14)(ii)
	2426	Hardwood Dimension and Flooring Mills	
	2429	Special Product Sawmills, Not Elsewhere Classified	
	2431-2439 (except 2434)	Millwork, Veneer, Plywood, and Structural Wood	
	2441	Nailed and Lock Corner Wood Boxes and Shook	
	2448	Wood Pallets and Skids	
	2449	Wood Containers, Not Elsewhere Classified	
	2451, 2452	Wood Buildings and Mobile Homes	
	2491	Wood Preserving	
	2493	Reconstituted Wood Products	
	2499	Wood Products, Not Elsewhere Classified	
E – Paper and Allied Products	2611	Pulp Mills	40 CFR § 122.26(b)(14)(ii)
	2621	Paper Mills	
	2631	Paperboard Mills	
	2652-2657	Paperboard Containers and Boxes	
	2671-2679	Converted Paper and Paperboard Products, Except Containers and Boxes	
F – Chemicals and Allied Products	2812-2819	Industrial Inorganic Chemicals	40 CFR § 122.26(b)(14)(ii)
	2821-2824	Plastics Materials and Synthetic Resins, Synthetic Rubber, Cellulosic and Other Manmade Fibers Except Glass	
	2833-2836	Medicinal Chemicals and Botanical Products; Pharmaceutical Preparations; in vitro and in vivo Diagnostic Substances; and Biological Products, Except Diagnostic Substances	40 CFR § 122.26(b)(14)(xi)
	2841-2844	Soaps, Detergents, and Cleaning Preparations; Perfumes, Cosmetics, and Other Toilet Preparations	40 CFR § 122.26(b)(14)(ii)
	2851	Paints, Varnishes, Lacquers, Enamels, and Allied Products	
	2861-2869	Industrial Organic Chemicals	
	2873-2879	Agricultural Chemicals	
	2891-2899	Miscellaneous Chemical Products	
	2911	Petroleum Refining	40 CFR § 122.26(b)(14)(xi)
3952	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		
G – Air Transportation Facilities	4512-4581	Air Transportation Facilities	40 CFR § 122.26(b)(14)(viii)
H – Steam Electric Generating Facilities	4911	Steam Electric Generating Facilities, including coal handling sites	40 CFR § 122.26(b)(14)(vii)

PAG-03 Appendix	SIC Code	Industrial Activity	Source
I – Food and Kindred Products	2011-2015	Meat Products	40 CFR § 122.26(b)(14)(xi)
	2021-2026	Dairy Products	
	2032-2038	Canned, Frozen, and Preserved Fruits, Vegetables, and Food Specialties	
	2041-2048	Grain Mill Products	
	2051-2053	Bakery Products	
	2061-2068	Sugar and Confectionery Products	
	2074-2079	Fats and Oils Products	
	2082-2087	Beverages	
	2091-2099	Miscellaneous Food Preparations and Kindred Products	
	2111-2141	Tobacco Products	
J – Additional Facilities	Various	Other stormwater discharges designated as needing a permit or any facility discharging stormwater associated with industrial activity not described by any other appendix.	40 CFR § 122.26(a)(9)(i)(C) & (D) and Pennsylvania Clean Streams Law
K – Existing Salt Storage and Distribution Sites	Various	Salt Storage and Distribution Piles	Pennsylvania Clean Streams Law
L – Land Transportation and Petroleum Stations and Terminals	4011, 4013	Railroad Transportation	40 CFR § 122.26(b)(14)(viii)
	4111-4173	Local and Highway Passenger Transportation	
	4212-4231	Motor Freight Transportation and Warehousing	
	4311	United States Postal Service	
	5171	Petroleum Bulk Stations and Terminals	
M – Asphalt Paving, Roofing Materials and Lubricants	2951, 2952	Asphalt Paving and Roofing Materials	40 CFR § 122.26(b)(14)(ii)
	2992, 2999	Miscellaneous Products of Petroleum and Coal	
N – Glass, Clay, Cement, Concrete and Gypsum Products	3211	Flat Glass	40 CFR § 122.26(b)(14)(ii)
	3221, 3229	Glass and Glassware, Pressed or Blown	
	3231	Glass Products Made of Purchased Glass	
	3241	Hydraulic Cement	
	3251-3259	Structural Clay Products	
	3261-3269	Pottery and Related Products	
	3271-3275	Concrete, Gypsum, and Plaster Products	
	3281	Cut Stone and Stone Products	
3291-3299	Abrasive, Asbestos, and Miscellaneous Nonmetallic Mineral Products		
O – Automobile Salvage Yards	5015	Automobile Salvage Yards	40 CFR § 122.26(b)(14)(vi)
P – Scrap and Waste Recycling Facilities	5093	Scrap Recycling and Waste Recycling Facilities except Source-Separated Recycling	40 CFR § 122.26(b)(14)(vi)
	5093	Source-Separated Recycling Facility	
Q – Textile Mills, Apparel and Other Fabric Products	2211-2299	Textile Mill Products	40 CFR § 122.26(b)(14)(xi)
	2311-2399	Apparel and Other Finished Products Made from Fabrics and Similar Materials	
	3131-3199	Leather and Leather Products	
R – Printing and Publishing	2711-2796	Printing, Publishing, and Allied Industries	40 CFR § 122.26(b)(14)(xi)

PAG-03 Appendix	SIC Code	Industrial Activity	Source
S – Rubber, Miscellaneous Plastic Products and Miscellaneous Manufacturing Industries	3011	Tires and Inner Tubes	40 CFR § 122.26(b)(14)(xi)
	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	
	3081-3089	Miscellaneous Plastics Products	
	3931	Musical Instruments	
	3942-3949	Dolls, Toys, Games, and Sporting and Athletic Goods	
	3951-3955 (except 3952)	Pens, Pencils, and Other Artists' Materials	
	3961, 3965	Costume Jewelry, Costume Novelties, Buttons, and Miscellaneous Notions, Except Precious Metal	
	3991-3999	Miscellaneous Manufacturing Industries	
T – Leather Tanning and Finishing	3111	Leather Tanning and Finishing	40 CFR § 122.26(b)(14)(ii)
U – Fabricated Metal Products	3411-3499	Fabricated Metal Products, Except Machinery and Transportation Equipment, and Coating, Engraving, and Allied Services.	40 CFR § 122.26(b)(14)(xi)
	3511 - 3599	Industrial Machinery and Equipment	
	3911-3915	Jewelry, Silverware, and Plated Ware	

If the SIC code characterizing the primary industrial activity is not listed above and/or industrial activities are not similar to those above, but all other eligibility requirements for PAG-03 General Permit coverage are met, DEP may allow PAG-03 coverage under Appendix J; otherwise, the facility will need to apply for individual permit coverage.

Unless otherwise specified in the PAG-03 General Permit, the discharge of stormwater associated with industrial activity into a storm sewer prior to discharge to surface waters does not alleviate the requirement to apply for NPDES permit coverage or No Exposure Certification, regardless of whether a permit has been issued to cover stormwater discharges from the storm sewer. For example, an industrial site whose activities fall into the definition of stormwater associated with industrial activity and discharges stormwater to a municipal separate storm sewer system (MS4) permitted by DEP cannot claim that their stormwater discharges are covered by the MS4's NPDES permit; separate coverage for the industrial site is required (unless otherwise specified in PAG-03). However, stormwater discharges to a separate or combined sanitary sewer system do not require independent permit coverage.

The NOI form (3800-PM-BCW0083b) must be completed by all persons seeking new, renewed or amended coverage under the PAG-03 General Permit. In addition, the NOI must be completed by all persons seeking new or renewed No Exposure Certification approval from DEP (except those sections of the NOI that do not apply to No Exposure).

**Deadlines for NOI.** Persons seeking new coverage under the PAG-03 General Permit must submit an administratively complete and acceptable NOI at least 60 days prior to the planned date for commencing any new discharge. Persons authorized to discharge stormwater under an individual NPDES permit who are seeking coverage under this General Permit may continue to discharge in accordance with the individual permit while their NOI and associated documents are being reviewed by DEP.

**Where to Submit the NOI.** Each NOI is to be submitted to the DEP regional office that has jurisdiction over the county where the facility is located. One copy may be submitted electronically (see DEP's website for electronic submission options), otherwise submit one (1) original and two (2) copies via mail. A list of regional offices is available on DEP's website, [www.dep.pa.gov](http://www.dep.pa.gov) (select "Regional Resources"). If notified in writing by DEP, applicants should submit the NOI electronically.

**Discharges Not Authorized by the PAG-03 General Permit.** The following discharges are not authorized under this General Permit, and DEP may deny coverage under this General Permit when one or more of the following conditions exist:

1. Stormwater discharges that, individually or in combination with other similar discharges, are or have the potential to be a contributor of pollution, as defined in the Pennsylvania Clean Streams Law, which are more appropriately controlled under an individual permit. (25 Pa. Code § 92a.54(e)(1))
2. The discharger is not, or will not be, in compliance with any one or more of the conditions of the General Permit. (25 Pa. Code § 92a.54(e)(2))
3. Stormwater discharges proposed by a person responsible for other activities regulated by DEP who has failed and continues to fail to comply or has shown a lack of ability or intention to comply with a regulation, permit, schedule of compliance or order issued by DEP. (25 Pa. Code § 92a.54(e)(3))
4. Stormwater discharges that contain pollutants for which a change has occurred in the availability of demonstrated technology or practices for the control or abatement of the pollutants. (25 Pa. Code § 92a.54(e)(4))
5. Stormwater discharges for which categorical point source effluent limitations are promulgated by the U.S. Environmental Protection Agency (EPA) and other sector-specific prohibited discharges identified in the appendices to this General Permit. (25 Pa. Code § 92a.54(e)(5))

**NOTE** – A facility is not eligible for PAG-03 if its stormwater discharges are subject to any of the following EPA effluent limitation guidelines (ELGs) for discharges to surface waters contained in 40 CFR: Part 411 (Subpart C), Part 418 (Subpart A), Part 423, Part 429 (Subpart I), Part 436 (Subparts B, C, or D), Part 443 (Subpart A), Part 445 (Subpart A), and Part 449.

6. Stormwater discharges that are not in compliance or will not result in compliance with an applicable effluent limitation or water quality standard. (25 Pa. Code § 92a.54(e)(6))
7. Stormwater discharges from a facility for which an individual permit is required for other point source discharges, and issuance of both an individual permit and authorization for coverage under a General Permit for the facility would constitute an undue administrative burden on DEP. (25 Pa. Code § 92a.54(e)(7))
8. Stormwater discharges that DEP determines require an individual NPDES permit to ensure compliance with the Federal Clean Water Act, the Pennsylvania Clean Streams Law or DEP regulations. (25 Pa. Code § 92a.54(e)(8))
9. Stormwater discharges directly to surface waters classified as High Quality Waters (HQ) or Exceptional Value Waters (EV) under 25 Pa. Code Chapter 93 (relating to Water Quality Standards). (25 Pa. Code § 92a.54(e)(9))

**NOTE** – Discharges to surface waters upstream of HQ or EV waters (i.e., which eventually flow into HQ or EV waters) may be eligible for PAG-03 coverage if the discharge existed at the time of the HQ or EV designation by DEP. If the discharge is proposed to upstream waters after an HQ or EV designation has been made, an individual NPDES permit is required for the discharge so that a site-specific anti-degradation analysis can be completed.

10. Stormwater discharges containing toxic or hazardous pollutants as defined in sections 307 and 311 of the Clean Water Act (33 U.S.C. §§ 1317 and 1321), or any other substance which, because of its quantity, concentration or physical, chemical or infectious characteristics, may cause or contribute to an increase in mortality or morbidity in either an individual or the total population, or pose a substantial present or future hazard to human health or the environment when discharged into surface waters. (25 Pa. Code § 92a.54(a)(5))
11. Stormwater discharges that individually or cumulatively have the potential to cause or contribute to a violation of an applicable water quality standard established under 25 Pa. Code Chapter 93 (relating to water quality standards) or cause significant adverse environmental impact. (25 Pa. Code § 92a.54(a)(7))
12. Stormwater discharges to impaired waters (with or without an approved Total Maximum Daily Load (TMDL)) where the discharges contain or are expected to contain parameters at concentrations that have the potential to cause or contribute to the impairment, and stormwater discharges that are subject to a Wasteload Allocation (WLA) in a TMDL.

13. Stormwater discharges that would adversely affect a listed endangered or threatened species or its critical habitat. (25 Pa. Code § 92a.12(c))
14. Stormwater discharges from a facility covered by an individual permit when coverage under the General Permit would result in less stringent effluent limitations or terms and conditions.
15. Non-stormwater discharges and stormwater discharges containing pollutants that are intentionally introduced by the permittee, unless specifically authorized by DEP.
16. Stormwater discharges associated with construction activity as defined in 40 CFR § 122.26(b)(14)(x) or 40 CFR § 122.26(b)(15); stormwater discharges associated with mineral extraction activity as defined in 40 CFR § 122.26(b)(14)(iii); and stormwater discharges associated with treatment works treating domestic sewage as defined in 40 CFR § 122.26(b)(14)(ix).
17. Stormwater discharges that occur at new or existing facilities with cooling water intake structures as defined at 40 CFR §§ 125.81 and 125.91, respectively.
18. Stormwater discharges where one or more of the sector-specific discharge prohibitions apply, as identified in the appendices to the General Permit.

**NOTE** – If NPDES permit coverage is required for stormwater associated with mining activities, the operator should submit an NOI for GP-104 NPDES permit coverage to the appropriate DEP district mining office. Non-mining industrial activities that are located at mining sites may be covered by the PAG-03 General Permit except as follows, which should apply for GP-104 permit coverage:

- Asphalt plants located within a permitted mine site that direct all drainage to the permitted mine site. (If the mine closes and the asphalt plant wishes to continue to operate, the operator would need to apply for PAG-03 General Permit coverage or an individual NPDES permit).
- Asphalt plants located outside but contiguous to a permitted mine site that direct all drainage to the permitted mine site.

**NOI Fee.** A check or money order in the amount of \$500.00 must be included with each NOI for new or amended coverage. Renewal NOIs do not require an NOI fee. The check must be made payable to the “Commonwealth of Pennsylvania” and must be dated within 10 days of the NOI submittal date. Facilities that are exempt in accordance with 25 Pa. Code § 92a.26(i) are not required to submit the fee. **The NOI fee of \$500 must also be submitted by persons seeking No Exposure Certification approval from DEP.**

In addition, for those covered by the PAG-03 General Permit (i.e., not those with No Exposure Certification approval), a fee of \$500, which is an annual installment of the NOI fee, must be submitted to DEP’s Bureau of Clean Water by May 1 each year. The annual installment of the NOI fee is not required if: 1) the permittee submits a Notice of Termination (3800-PM-BCW0410) as required by Part B I.B.5 of this permit that is approved by DEP by the date the payment is due; or 2) the permittee is exempt under 25 Pa. Code § 92a.26(i). The annual installment of the NOI fee is required in all other circumstances. **The first annual NOI installment fee required under the PAG-03 General Permit is due May 1, 2022.**

**Amending Coverage.** Existing PAG-03 permittees must submit an NOI, including the NOI fee of \$500, to DEP to amend coverage under the general permit anytime changes are proposed at a facility that are likely to result in increases in stormwater quantity (volume) or quality (pollutant concentrations or loads) that are discharged to surface waters, or anytime permittees request to modify sampling requirements. Permittees must receive approval from DEP prior to implementing the changes. Examples of these types of changes include, but are not limited to:

- Identification of new stormwater outfalls, not previously disclosed to DEP;
- Requests to modify the representative outfall(s) in which stormwater samples will be collected and analyzed;
- The addition of new impervious surfaces in the drainage area of stormwater outfalls\*;
- The storage of new bulk chemicals, materials or wastes in the drainage area of stormwater outfalls that are exposed to precipitation or runoff\*;

- An alteration to the site that would allow stormwater from off-site to flow onto the site\*.
- A change of activity at the facility that would change or add a new applicable Appendix to the General Permit coverage.

\* Permittees should contact DEP to discuss the specific circumstances for these proposed changes. Notification when these changes are proposed is a requirement of the General Permit. DEP will decide on a case by case basis whether the proposed change requires an amendment to PAG-03 coverage.

**Act 14 Notification.** New dischargers (all dischargers applying for first time coverage, except facilities seeking No Exposure Certification) shall submit the following information to comply with Act 14 of the Commonwealth's Administrative Code (effective April 17, 1984):

1. A copy of your correspondence notifying your intentions to the municipality(ies) and the county(ies) in which the permitted activity will occur.
2. Evidence that the municipality(ies) and county(ies) have received your notification. Acceptable forms of this evidence include certified mail receipt or written acknowledgment of the notification from the municipality(ies) and county(ies).

## NOI – GENERAL INFORMATION

**Unless otherwise noted in these instructions, applicants seeking No Exposure Certification approval must complete the NOI (3800-PM-BCW0083b) in its entirety, and also attach the No Exposure Certification application form (3800-PM-BCW0083e).**

**Related ID#s.** If known, record the ID numbers of any of the parameters listed at the top of the form. These are numbers used by DEP's data system. In general, these ID numbers will be known only if the applicant or facility has been issued approvals or permits from DEP previously. If unknown, leave the fields blank.

**Facility Status.** To characterize the status of the facility for which approval is sought through the NOI, check the appropriate box corresponding to:

- "New" (new facility without PAG-03 coverage and No Exposure Certification approval);
- "Existing with PAG-03" (existing facility with PAG-03 coverage);
- "Existing with No Exposure" (existing facility with No Exposure Certification approval);
- "Existing without prior coverage" (existing facility without prior PAG-03 coverage or No Exposure Certification approval); or
- "Existing with individual permit" (existing facility with an individual NPDES permit).

If the facility has existing PAG-03 coverage, enter the permit number (e.g., "PAR123456"). If the facility has existing No Exposure Certification approval, enter the No Exposure ID No. recorded on DEP's approval letter (e.g., "NOEX123456"). If the facility has existing individual NPDES permit coverage, enter the permit number (e.g., "PA0123456").

**Type of Approval.** Check the box corresponding to "PAG-03 Coverage" if the applicant is seeking coverage under the PAG-03 General Permit, and check the box for "New" (new or existing facility that does not have PAG-03 coverage), "Renewal" (existing facility seeking to renew PAG-03 coverage) or "Amendment" (existing facility seeking to amend PAG-03 coverage) to characterize the type of NOI being submitted.

Check the box corresponding to "No Exposure Certification" if the applicant is seeking a No Exposure Certification approval and check the box for "New" (new or existing facility that does not have prior No Exposure Certification approval) or "Renewal" (existing facility seeking to renew No Exposure Certification approval) to characterize the type of approval desired.

**NOTE** – An applicant may select only "PAG-03 Coverage" or "No Exposure Certification" but not both.



**NOTE** – For transfers of General Permit coverage and No Exposure Certification approval, complete the Application for NPDES or WQM Permit Transfer form (3800-PM-BCW0041b).

**Brief Description of Primary Industrial Activities.** In the space provided enter a brief description of the primary industrial activities occurring on-site. Attach additional pages as needed.

**SIC Code(s).** Enter the 4-digit primary Standard Industrial Classification (SIC) code characterizing the primary industrial activity at the facility as well as any secondary SIC Codes that may be applicable.

**PAG-03 Appendix.** Identify the Appendix in the PAG-03 General Permit that applies to the primary SIC Code as well as any appendices that apply to secondary SIC Codes. Permittees are subject to the requirements of all appendices, and the BMPs contained therein, that are applicable to any class of industrial activities present on the site. If applying for No Exposure Certification, enter “N/A” in this field.

**NOTE** – The applicant must also identify the applicable PAG-03 Appendix in the Stormwater Quality Information section of the NOI. It is possible that more than one Appendix could apply to a permittee’s coverage under the PAG-03 General Permit if there are co-located industrial activities at the same site with different classifications.

**NOTE** – DEP may determine that an appendix or appendices that are different from those reported in the NOI are more appropriate for the applicant’s discharges and may approve coverage under the General Permit subject to compliance with those appendices.

**NAICS Code(s).** Enter the 6-digit primary North American Industrial Classification System (NAICS) code characterizing the primary industrial activity at the facility as well as any secondary NAICS Codes that may be applicable.

The following websites provide crosswalks between SIC and NAICS codes:

[www.bls.gov/ppi/additional-resources/sic-publication-structure-and-comparable-naics-indexes-in-the-ppi.htm](http://www.bls.gov/ppi/additional-resources/sic-publication-structure-and-comparable-naics-indexes-in-the-ppi.htm)

<http://www.naics.com/naicswp2014/wp-content/uploads/2014/10/NAICS-to-SIC-Crosswalk.pdf>

**NOI – CLIENT/OPERATOR INFORMATION**

**DEP Client ID#.** DEP-wide unique identification number assigned by DEP to the client after client information is entered into DEP’s data system. This one number identifies the client regardless of the program with which the client is working. If known, enter the Client ID#. Otherwise, skip to the next request for information.

**Client Type / Code.** Enter the code that represents the type of client acting as the responsible authority for the permitted activity. The list of Client Codes is included below

Government		Non-Government		Individual	
AUTH	Authority	ASSOR	Association/Organization	INDIV	Individual
CNTY	County	LLC	Ltd. Liability Company		
FED	Federal Agency	LLP	Ltd. Liability Partnership		
MUNI	Municipality	NPACO	Non-Pennsylvania Corporation		
NONPG	Non-PAG Govt	OTHER	Other (Non-Govt)		
OTHG	Other (Govt)	PACOR	Pennsylvania Corporation		
SCHDI	School District	PARTG	Partnership-General		
STATE	State Agency	PARTL	Partnership-Limited		
		SOLEP	Sole Proprietorship		

**NOTE** – If two individuals’ names are listed as the clients on the application, the Client Type / Code of “Partnership/General” should be used.

**Organization Name or Registered Fictitious Name.** Clients other than individuals must provide the name under which they conduct the activity or business for which the permit or other authorization will be issued.

Individuals should complete the “Organization Name” if they conduct their business or activity under a name other than their own (for example, “Jones Construction Company,” rather than “Mary Jones”).

For partnerships, list the business name of the partnership as it appears on legal partnership papers.

If the applicant is an individual(s) or partnership, also provide the appropriate information on the individual name lines.

Registered Fictitious Names should list the owner of the fictitious name, as well as the fictitious name in the following format: Owner of the fictitious name d/b/a Registered Fictitious Name.

**Employer ID#.** Also referred to as “Federal Tax ID#.” The Employer ID# (EIN) aids DEP in identifying the organization and prevents duplicate data entry from occurring. This information is required.

**Dun & Bradstreet ID#.** If known, supply the applicant’s Dun & Bradstreet Identification Number. This information is optional.

**Individual Last Name, First Name, MI, Suffix.** This information must be provided for applicants who are individuals or partnerships.

**Additional Individual Last Name, First Name, MI, Suffix.** This information, where applicable, must be provided for additional applicants who are individuals or partnerships.

**Mailing Address.** The mailing address of the client identified above (this should *not* include locational data that is not appropriate for a mail piece). In addition to the street number and name, PO Box#, RR#, Box# or Highway Contract# designations, use any appropriate designation and number to further define the mailing address of the applicant.

e.g.,	APT	(Apartment)	DEPT	(Department)	RM	(Room)
	BLDG	(Building)	FL	(Floor)	STE	(Suite)

**City, State, ZIP+4, Country.** Enter an appropriate city, borough or town designation (do not enter a township designation in this area). Do *not* use abbreviations for the city name. Use the two-character abbreviation for the state. Include the four-digit extension to the ZIP code. If other than USA, provide country.

**Client Contact Information.** Clients that are organizations must provide the name of a person representing the client (organization). This client contact must be an employee of the organization and must be located at the mailing address of the client and may receive correspondence on behalf of the client. Include the individual’s name, title, daytime phone number and e-mail address. DEP will use this contact information for maintaining client data. This individual should be a high-level employee such as CEO, VP, Operations Manager, etc., or someone capable of answering questions regarding the organization such as EIN, fictitious name ownership, address data, related organizations, corporate changes, etc. Project contact information should be entered in the Site Contact found in the Site Information section.

## NOI – SITE INFORMATION

**DEP Site ID#.** DEP-wide unique identification number assigned to the site after site information is entered into DEP’s computer system. This one number identifies the site regardless of the program with which the applicant is working. If known, enter the Site ID#. Otherwise, skip to the next request for information.

**Site Name.** The name of the site at the specific physical location. Do not use abbreviations, acronyms, etc.

**Number of Employees Present at Site.** Identify the actual number of employees present at the site.

**Description of Site.** Provide a written description of the proposed site. Attach additional pages as needed.

**County, Municipality, State.** Indicate the county(ies) and municipality(ies) in which the site is located. Check the appropriate box to identify the type of municipality entered (city, borough, township). Include the two-character abbreviation for the state.

**Site Location.** Provide the physical address of the location where the permitted activities will occur. No PO Box Numbers will be accepted for site location information. Provide the city (or municipality), state and the ZIP+4, if known.

**Detailed Written Directions to Site.** When providing written directions, do not use PO Box addresses. Include landmarks and approximate distances from the nearest highway. Attach additional pages as needed.

**Site Contact Information.** Provide the name of the person who is responsible for environmental matters at the site. Include the individual's name, title, firm, mailing address, daytime phone number and email address (optional).

**Site-to-Client Relationship.** Enter the relationship code that best describes how the client is related to the activity or operation at the site for which the permit or other authorization is being sought. The list of Site-to-Client Relationship Codes is included below.

Code	Type
OWN	Owner
AGENT	Agent for the Owner or Operator
OWNOP	Owner/Operator
LESSE	Lessee

Code	Type
LESOP	Lessee/Operator
CONTR	Contractor for the Owner or Operator
OPR	Operator
OTHER	Other (Explain)

**Site Plan & Map.** Attach a site plan that identifies structures, facilities, outdoor raw material, product and waste storage areas, drainage areas, discharge points (outfalls) associated with industrial activity, property boundaries and waters of the Commonwealth. Also attach a topographic map with facilities and outfalls identified. For discharges to storm sewers, identify both the location of the discharge to the storm sewer as well as the location where the storm sewer outlets to surface waters. DEP's eMAP application (<https://gis.dep.pa.gov/emappa>) or other websites with topographic maps may be used.

## NOI – FACILITY AND DISCHARGE INFORMATION

- 1. Site Area.** Report the total area of the site in square feet (sf) and the percent pervious and impervious surfaces.
- 2. Facility Latitude and Longitude.** Provide the latitude and longitude coordinates at the geographic center of the facility or site. Indicate the Horizontal Reference Datum used to determine the coordinates by checking the box for North American Datum of 1927 ("NAD of 1927"), North American Datum of 1983 ("NAD of 1983"), World Geodetic System of 1984 ("WGS of 1984") or "Unknown".
- 3. PPC Plan.** Attach a copy of the facility's latest Preparedness, Prevention and Contingency (PPC) Plan to the NOI, consistent with current site activities, unless the applicant is seeking No Exposure Certification and a PPC Plan is not required (see the No Exposure Certification Instructions, 3800-PM-BCW0083f). Check the box to indicate that the PPC Plan is attached and report the date of the latest update to the plan. Existing facilities must identify the cause of any on-site leaks or spills that have occurred within the past five years, the substances released, measures taken to remediate the incident(s) and preventative measure(s) taken to reduce the possibility of future incidents.

**NOTE** – The PPC Plan should be developed consistent with DEP's "Guidelines for the Development and Implementation of Environmental Emergency Response Plans" and its Stormwater Addendum (DEP ID No. 400-2200-001). Submission of a "Stormwater Pollution Prevention Plan" or "Spill Prevention, Control, and Countermeasure Plan" that has been completed to satisfy another regulatory program is acceptable if it is consistent with DEP guidance.

**NOTE** – DEP may accept electronic PPC Plan submissions. Contact the appropriate DEP regional office for instructions prior to submission of your NOI if your preference is to submit the PPC Plan electronically.

- 4. Non-Stormwater Discharges.** Identify and describe all non-stormwater discharges that are expected to occur during the five years following permit coverage or No Exposure Certification approval. List each type of non-stormwater discharge anticipated, the outfall that is expected to receive the discharge, and the expected frequency and volume of discharges. Attach additional pages as needed. If no non-stormwater discharges are anticipated in the five years following coverage or approval, check the appropriate box.

**NOTE** – If an applicant indicates there will be non-stormwater discharges, the applicant is not eligible for No Exposure Certification approval unless those non-stormwater discharges are authorized, as identified in Part C I.B of the PAG-03 General Permit.

5. **Inspection and Maintenance.** For new discharges, describe the frequency at which outfalls will be inspected and any planned maintenance activities. For existing discharges, report current practices for outfall inspections and routine maintenance. Also identify whether on-site personnel or contractors perform these activities. Attach additional pages as needed.

6. **Outfall Locations and Receiving Waters Table.** List all stormwater discharge points (outfalls) and provide the information requested below. Attach additional pages as necessary to report all outfalls. You may attach your own page(s) provided it contains all information requested in this table.

- **Outfall No.** – Provide a 3-digit identification number (numeric only) for each outfall (discharge point) discharging stormwater associated with industrial activity from the facility, starting with 001 and continuing with 002, 003, etc. If there are more outfalls than space allows, attach an additional sheet. If coverage under the PAG-03 General Permit is approved, the outfalls identified in the NOI are authorized to discharge under the General Permit.

Include an asterisk next to the Outfall ID Number if the outfall is new. An outfall is new if the permittee has existing PAG-03 coverage and the outfall has not been previously reported to DEP on an NOI and is being reported in an NOI for an amendment of coverage. Attach a site plan to the NOI showing the location of the new outfall.

**NOTE** – Outfalls should include all engineered structures, drainageways and areas of concentrated flow where runoff leaves a site.

- **Latitude / Longitude** – Report the latitude and longitude coordinates for the outfall (end of pipe, channel or other conveyance, prior to mixing with receiving waters), using the same method as for No. 2, above.
- **Name of Receiving Waters** – Specify the name of the receiving waters for each outfall, as specified in 25 Pa. Code Chapter 93 or as otherwise known locally.
- **Chapter 93 Classification** – Report the existing use of the receiving waters under Chapter 93. Existing uses (e.g., HQ-CWF) may differ from designated uses (e.g., CWF). The applicant should consult DEP’s existing use website and if an existing use is listed for the receiving waters, it should be reported on the NOI (visit [www.dep.pa.gov](http://www.dep.pa.gov), select “Businesses”, “Water”, “Bureau of Clean Water”, “Water Quality”, “Stream Redesignations”, and “Statewide Existing Use Classifications”). If no existing use is available on DEP’s website, the designated use under Chapter 93 is the existing use. Designated uses can be searched online in the *Pennsylvania Code* by visiting [www.pacodeandbulletin.gov](http://www.pacodeandbulletin.gov) (Title 25, Chapter 93) or using DEP’s eMAP application (<https://gis.dep.pa.gov/emappa>).

**NOTE** – If the facility discharges to HQ or EV waters, DEP cannot approve coverage under the PAG-03 General Permit or No Exposure Certification.

- **Impaired?** Check the box if the receiving waters are “impaired” (i.e., not attaining water quality standards or existing uses) according to DEP’s latest published Integrated Water Quality Monitoring and Assessment Report (“Integrated Report”) (visit [www.dep.pa.gov](http://www.dep.pa.gov), select “Businesses”, “Water”, “The Bureau of Clean Water”, “Water Quality”, and “Integrated Water Quality Report”).
- **TMDL?** Check the box if there is an approved Total Maximum Daily Load (TMDL) for the receiving waters. DEP’s website includes a listing of all approved TMDLs ([www.ahs.dep.pa.gov/TMDL](http://www.ahs.dep.pa.gov/TMDL)). Additionally, DEP’s eMAP application (<https://gis.dep.pa.gov/emappa>) may be used to determine both impairments and TMDLs.

7. **Additional Outfall Details Table.** List all stormwater outfalls in the same order as No. 6, above, and provide the information requested below. Attach additional pages as necessary to report all outfalls. You may attach your own pages(s) provided it contains all information requested in this table.

- **Outfall No.** – List outfalls in the same order as No. 7, above.
- **No Exposure (Exp.)?** – Check the box if the listed outfall discharges stormwater consistent with a “No Exposure” condition.

No Exposure means that all industrial materials and activities (in the drainage area of the outfall) are protected by a storm resistant shelter to prevent exposure to rain, snow, snowmelt, and/or runoff, with certain exceptions. Industrial materials and activities include, but are not limited to, material handling equipment or activities, industrial machinery, raw materials, intermediate products, by-products, final products, or waste products. Material handling activities include the storage, loading and unloading, transportation, or conveyance of any raw material, intermediate product, final product or waste product. (See the instructions to the No Exposure Certification application, 3800-PM-BCW0083e, for additional information).

By checking the box, the applicant is certifying that a No Exposure condition exists within the drainage area for the particular outfall. Under the PAG-03 General Permit, “No Exposure Outfalls” do not need to be monitored for pollutants listed in the appendices. If that condition were to change, the permittee must begin complying with the monitoring requirements of the applicable appendix.

**NOTE** – Applicants seeking No Exposure Certification approval are expected to indicate no exposure for all listed outfalls.

- **Non-stormwater (SW)?** – Check the box if the listed outfall receives (or the applicant anticipates it will receive within the five years following permit coverage or No Exposure Certification approval) any authorized non-stormwater discharges (refer to PAG-03 General Permit and the “Scope” section of these NOI instructions for authorized non-stormwater discharges). If there are or will be any non-stormwater discharges that are not authorized by the PAG-03 General Permit, do not check the box but attach an explanation of such discharges to the NOI.
- **Sampling?** – Check the box if the listed outfall has been sampled for analysis of pollutant concentrations within the past two years (existing discharges only).
- **Representative (Rep.) Outfall** – Applicants may group outfalls based on industrial activities occurring within the drainage areas of those outfalls and, if it is determined by the applicant that the drainage areas and quality of stormwater discharges are substantially identical, select one outfall to represent others in the group. Enter the representative outfall number, if applicable. For example, if Outfalls 001, 002 and 003 all have drainage areas characterized by unloading of the same raw materials and the applicant has reason to believe that the quality of stormwater discharging to Outfalls 001, 002 and 003 are substantially identical, the applicant may select Outfall 001 as representative of Outfalls 002 and 003. The permittee would then monitor stormwater discharges for pollutants in the applicable PAG-03 appendix for Outfall 001 only. In this example, for the NOI the “Rep. Outfall” column would remain blank for Outfall 001 and contain “001” for Outfalls 002 and 003 (see below).

Outfall No.	No Exp.?	Non-SW?	Sampling?	Rep. Outfall
001	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
002	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	001
003	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	001

- **Drainage Area (DA) (sf)** – Report the drainage area of the outfall in square feet.
- **Percent Impervious (% Imp.)** – Enter the percentage of the outfall’s drainage area that is impervious surface.
- **Description of Materials/Activities in Drainage Area Exposed to Precipitation** – Enter a characterization of the drainage area for each outfall, identifying all existing and proposed activities including material storage and utilization. Alternatively, if this information is contained in the PPC Plan, the applicant may refer to the appropriate page(s) of the PPC Plan. Attach additional pages with this information to the NOI if necessary.
- **Description of BMPs in Drainage Area to Control Pollutants in Stormwater** – Identify and describe all best management practices (BMPs) currently in place within the drainage areas of each outfall to control pollutants in stormwater. Alternatively, if this information is contained in the PPC Plan, the applicant may refer to the appropriate page(s) of the PPC Plan. Attach additional pages with this information to the NOI if necessary.

- 8. Discharges to Storm Sewers.** Check the appropriate box to indicate whether any of the outfalls identified in Nos. 6 and 7 above discharge to a storm sewer system (Yes or No). If Yes, indicate whether the storm sewer is also a municipal separate storm sewer system (MS4) (Yes or No), identify the name of the storm sewer owner/operator and list all outfall numbers that discharge to the storm sewer. (If unsure whether the storm sewer is also classified as an MS4, contact the municipality in which the facility is located). If there are no discharges to storm sewers, check the box for “No”, leave the MS4 question blank and enter, “N/A” for the remaining questions.

**NOTE** – For new discharges to MS4s, the applicant must provide, as an attachment to the NOI, evidence that the owner/operator of the MS4 has received notification of the applicant’s intent to discharge into the MS4 as well as the actual notification to the MS4. An example of evidence would be a copy of the return receipt for registered mail.

## NOI – STORMWATER QUALITY INFORMATION

**This section is applicable only to existing facilities applying for new PAG-03 General Permit coverage and existing facilities that are required to submit an NOI to renew PAG-03 General Permit coverage. This section is not applicable to facilities seeking new or renewed No Exposure Certification (existing dischargers seeking No Exposure Certification should only complete the “Stormwater Quality Information” table required in Form 3800-PM-BCW0083e) or to new facilities applying for new PAG-03 General Permit coverage.**

For each stormwater outfall that will be monitored in accordance with the applicable PAG-03 appendix, complete the information requested in Nos. 1, 2 and 3 in this section. Identify the Outfall No. at the top of each page. (Example – if there are three outfalls, the NOI should include three completed Stormwater Quality Information pages). Also identify the PAG-03 Appendix that applies to the outfall based on the industrial activities within the outfall’s drainage area.

- 1. Pollutant Concentration Data.** List all pollutants analyzed in stormwater discharges over the previous two years and summarize the average and maximum concentrations determined through chemical analysis of the pollutants. Attach additional pages as necessary to report data for all pollutants. Report average and maximum concentrations obtained through grab samples and composite samples separately. Include units following each reported result (e.g., “mg/L”, “S.U.”, etc.). Enter the number of storm events in which samples were collected for the reported data. Identify the quantitation limit (QL) (i.e., laboratory reporting limit) used by the laboratory for each pollutant. Applicants with new discharges (i.e., has not yet commenced) may leave this table blank.

At least one result for each pollutant in the applicable appendix must be reported for each representative outfall. For outfalls that do not typically discharge samples may be taken at the basin inflow structure or from sheet flow during a representative storm event as described above. Valve-controlled structures should be sampled in accordance with Part C.V.A, paragraph 2 of the PAG-03 General Permit.

To calculate statistics for reporting results in the table, use DEP’s publication, *Discharge Monitoring Reports: A Guide to Electronic and Paper DMR Reporting* ([3800-BK-DEP3047](#)).

- 2. Suspected Pollutants.** Identify all pollutants that have not been analyzed within the past two years, but the applicant has reason to suspect the presence of the pollutants in stormwater discharges to the outfall. For example, if pesticides are used within the drainage area of an outfall, identify the primary ingredient(s) of the pesticides. Specify the applicant’s rationale for each pollutant selection. Applicants with new discharges may not leave this table blank. Attach additional pages as necessary to report all suspected pollutants.

## NOI – EXISTING PERMITS

List all permits that have been issued for this facility by DEP or EPA. The type of permit includes any NPDES and Water Quality Management (WQM) permits, Earth Disturbance permits and any other environmental permits. Provide the issued permit number, the issue date and the name of the agency which issued the permit.

## NOI – COMPLIANCE HISTORY

Check appropriate box to indicate if the facility owner or operator was/is in violation of any DEP regulation, permit, order or schedule of compliance at this or ANY OTHER facility within the past five years. If the answer is “No,” no further information is needed in this area. If the answer is “Yes,” list each permit, order or schedule of compliance and

provide compliance status of the permitted facility or operation. If needed, use additional pages to provide ALL information.

## NOI – CERTIFICATION

**This section is applicable only to applicants applying for PAG-03 General Permit coverage. Applicants applying for No Exposure Certification approval are required to provide certification on the No Exposure Certification application (3800-PM-BCW0083e).**

The applicant must certify that the information contained in the NOI is true, accurate and complete and agree to abide by the terms and conditions of the General Permit. In addition, the responsible official's signature also verifies that the facility is eligible for the General Permit and BMPs are or will be implemented to ensure that water quality standards and effluent limits are attained.

### **The NOI shall be signed as follows:**

*For individually owned operations* - the owner of the facility must sign the NOI.

*For a Corporation* - by a responsible corporate officer. For purposes of this section, a responsible corporate officer means a principal executive officer of at least the level of vice president or an authorized representative, if the representative is responsible for the overall operation of the facility from which the discharge described in the NOI originates.

*For a Partnership or Sole Proprietorship* - by a general partner or the proprietor, respectively.

*For a Municipality* - state, federal, or other public agency - by either a principal executive officer, ranking elected official or other authorized employee. For purposes of the NOI, a principal executive officer of a federal agency includes:

1. The chief executive officer of the agency, or
2. A senior executive officer who has responsibility for the overall operations of a principal geographic unit of the agency (e.g., Regional Administrator of EPA).

## APPLICANT'S CHECKLIST

To ensure the NOI is complete, DEP provides a checklist (3800-PM-BCW0083c). This checklist must be returned with the completed NOI.