

(Date)

(Permittee Contact Name)

(Permittee Name)

(Permittee Mailing Address)

(Permittee City, State and Zip)

(Co-Permittee Name and Address if Applicable)

Re: Failure to Resubmit Notice of Termination

(Site Name)

(NPDES / E&S / ESCGP) Permit No. (Permit No.)

(Site Municipality), (Site County) County

Dear (Mr./Ms.) (Permittee Contact Last Name):

On (Date), the (Department of Environmental Protection (DEP) OR _____ County Conservation District (District)) notified you that the Notice of Termination (NOT) that you submitted for termination of the above-referenced permit was denied and requested submission of a revised NOT by (Date). According to our records, you have not submitted a revised NOT for review and approval.

DEP's regulations at 25 Pa. Code § 102.7(a) require submission of an NOT upon permanent stabilization of a site and installation of erosion and sediment control (E&S) best management practices (BMPs) and post-construction stormwater management (PCSM) stormwater control measures (SCMs). While you submitted an NOT, the NOT could not be approved for reasons set forth by (DEP OR the District) in the denial letter (enclosed). Under the regulations a permittee is expected to submit an NOT and obtain NOT approval. Failure to do so may constitute a violation and subject you to civil penalty liability.

In addition, in accordance with 25 Pa. Code § 102.7(c), until your NOT is approved you remain responsible for compliance with the permit including long-term operation and maintenance of all PCSM SCMs on the project site and are responsible for violations occurring on the project site.

If the project is complete, the deficiencies identified in the NOT denial letter have been addressed, and the area has been stabilized, please submit the revised NOT to the District within 15 days from the date of this letter. Otherwise, please respond to this letter within 15 days with a list of deficiencies identified in the NOT denial letter that have not been addressed along with a schedule to address them.

The NOT instructions, form, and checklist are available in [DEP's eLibrary](#).

(OPTIONAL PARAGRAPH 1)

In addition, according to our records your permit coverage has expired. We recommended

that you cease any further earth disturbance activities with the exception of the installation of E&S BMPs and stabilization activities since you do not have a permit. Operating without a permit or failing to comply with conditions of the permit or any regulatory requirements are violations that could lead to enforcement action including civil penalties.

(END OPTIONAL PARAGRAPH 1)

If you have questions or if you recommend that we communicate with a different party on this matter, please contact me by e-mail at (e-mail address) or by telephone at (Telephone No.) and refer to Permit No. (Permit No.).

Sincerely,

(DEP/CCD Reviewer)

(Title)

(DEP/CCD Office Name)

cc: (Co-Permittee Name(s), if applicable)
(Consultant Name)
(DEP Permits Section Chief (if sent by CCD))
(Municipality)

Enclosure: NOT Denial Letter

<<Permittee Contact Name>>

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bcc: File
(bcc information)

(Reference Initials)