

State of Hawaii Department of Health Clean Water Branch	Do NOT submit this document.
Guidelines for CWB NOI Form B (CWBNOI_B.pdf)	
Guidelines for Notice of Intent for Hawaii Administrative Rules, Chapter 11-55, Appendix B, National Pollutant Discharge Elimination System (NPDES) Notice of General Permit Coverage (NGPC)	

For coverage under a specific NPDES General Permit, the following items are required to be submitted to the Clean Water Branch (CWB):

- A. **CWB NOI General Form** (CWBNOI_General.pdf) with Certifying Person’s original signature [via “Submit via Email” button and hard copy]
- B. **General Permit Specific CWB NOI Form B** (CWBNOI_B.pdf) [via “Submit via Email” button and hard copy]
- C. **All applicable attachments** [via hard copy]
- D. **\$500 Filing Fee** [Check made payable to “State of Hawaii”]
- E. **Additional copies as required for Islands other than Oahu** [see Notes V.D. and V.E. of the General Guidelines]

TABLE OF CONTENTS

<u>Note</u>	<u>Page</u>
General Instructions	2
1. Quantity of Storm Water Discharge	2
2. Non-Storm Water Information	2
3. Location Map	2
4. Flow Chart	3
5. Existing or Pending Permits, Licenses, or Approvals	3
6. North American Industrial Classification System (NAICS) United States Structure Codes	3
7. Facility Site Map	3
8. Storm Water Pollution Control Plan (SWPCP)	3
9. Multiple Outfall or Discharge Point Information	4
10. Physical Storm Water Runoff Quality	4
11. Water Quality Parameters	4
12. Toxic Parameters	5
13. Additional Information	6

General Instructions - This is a fillable Adobe Acrobat form. Please:

1. SAVE the blank form file in Adobe Acrobat Reader 8.0 or newer. If the form is completed while open in the web browser, it will NOT be saved and data will be lost.
2. Insert the required information - The NGPC Renewal Information is required for an Existing Facility with an NGPC. If this is for an Existing Facility without an NGPC or a New Facility, skip this item.
3. Save the completed form
4. Submit with "Submit via Email" button. Please insert the NGPC File No. or New Project Name in the subject line (remove the text within the parentheses).
5. Print with "Print Form" button
6. Submit with the CWB NOI General Form, attachments, and \$500 Filing Fee. Please see Note V - Inquiries and Submittals and Note VI - Filing Fee of the General Guidelines for more submittal information.

1. Quantity of Storm Water Discharge

- a. Enter the storm water runoff quantity calculated while the representative sample was taken or
- b. Estimate the storm water runoff from the facility, assuming a representative rainfall event (0.1 inch).

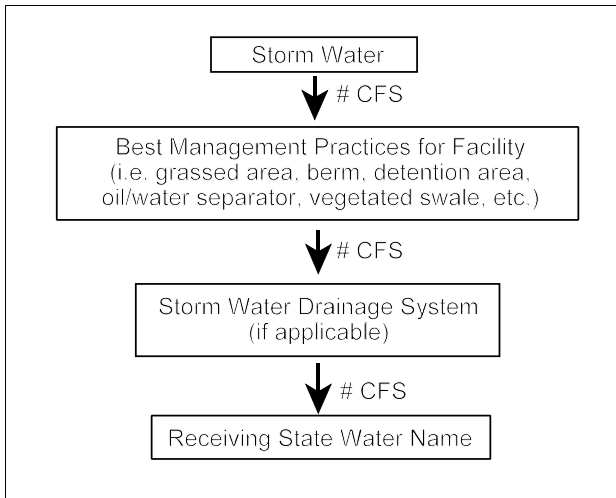
2. Non-Storm Water Information

Only storm water runoff from an industrial activity is covered by this General Permit. Discharge of treated effluent or process wastewater into receiving State waters may require a separate NPDES permit. Provide information on any non-storm water (i.e., treated effluent, process wastewater, equipment/vehicle washwater, irrigation water, water used for dust control, etc.) that may be generated by the facility. Provide the non-storm water handling methods to prevent discharge to State waters.

3. Location Map

- a. Provide a location map on 8-1/2 by 11 inches sized paper showing the island on which the facility is located and the approximate location of the facility.
- b. Provide a topographic map on 8-1/2 by 11 inches sized paper or folded to 8-1/2 by 11 inches showing at least one mile beyond the facility's property boundaries and the receiving State water(s). The map should also include the discharge point(s) where the storm water runoff exits the facility and discharges to the receiving State water(s) and, if applicable, the locations where the storm water runoff enters into a storm drainage system/structure.
- c. If there is more than one (1) discharge point into a drainage structure and/or State receiving water, provide identification numbers and coordinates for each discharge point.

4. Flow Chart



An example of a line drawing indicating how the storm water flows through the facility and the approximate amount of flow is shown. Indicate any treatment system(s) or erosion control(s) used. The quantity of discharge contributed by each source (i.e., storm water from four different drainage areas) may be estimated if no data is available.

5. Existing or Pending Permits, Licenses, or Approvals

- a. Indicate any additional NPDES Permit number and/or NGPC File number which is associated with this facility.
- b. Provide any Department of the Army (DA) file number associated with the facility.
- c. Provide the Section 401 Water Quality Certification (WQC) file number associated with the DA Permit.
- d. Provide the RCRA Permit number for any hazardous wastes stored or used at the facility.
- e. For SARA Facilities, indicate the chemicals and their quantities on site.
- f. Others (i.e., Underground Injection Control file number).

6. North American Industrial Classification System (NAICS) United States Structure Codes

See Note 1 of the General Guidelines.

7. Facility Site Map

Attach a site map on 8-1/2 by 11 inches sized paper or folded to 8-1/2 by 11 inches which has labeled the information requested in Item 14.a. (i.e., aggregate stockpile - raw material, cold-plane material stockpile - waste materials, etc.). If any items are not applicable, indicate as "n/a" in the adjacent text field and list reason.

8. Storm Water Pollution Control Plan (SWPCP)

Choose one (1) of the options for the submittal of the SWPCP.

Section 6 of HAR, Chapter 11-55, Appendix B indicates the SWPCP requirements. Portions of this section list the applicable items required in the SWPCP and procedures for maintaining, updating, and revising the SWPCP.

Section 7 of HAR, Chapter 11-55, Appendix B indicates the additional conditions to be submitted in the SWPCP for facilities which are subject to Superfund Amendments and Reauthorization Act (SARA) Section 313 requirements.

9. Multiple Outfall or Discharge Point Information

If your facility has two or more outfalls or discharge points which convey substantially similar storm water runoff discharges, you may request permission from the Director of Health to sample and analyze effluent from only one outfall or discharge point and state that the results of the analyses apply to other substantially similar discharges. If your request is granted by the Director of Health, identify which outfall or discharge point you did test and describe why the outfalls or discharge points which you did not test are substantially similar to the tested outfall or discharge point.

10. Physical Storm Water Runoff Quality

Check the box for parameters which are believed to be ABSENT based on the test results or your best estimate. Provide an explanation for why each unchecked parameter is believed to be present in the discharge, as applicable.

11. Water Quality Parameters

- a. All of the parameters must be tested and reported. Provide a copy of the laboratory data sheets with Quality Assurance/Quality Control and Chain of Custody documents, as applicable.
- b. In cases when the test results are not available at the time of NOI submission due to a lack of a representative storm event for sampling, leave the table blank and check the box.

- i. Representative Storm as defined in HAR, Section 11-55-01:

""Representative storm" means a rainfall that accumulates more than 0.1 inch of rain and occurs at least seventy-two hours after the previous measurable (greater than 0.1 inch) rainfall event."

- ii. A sample may be collected if there was no discharge of storm water runoff from the facility to State waters during the storm event which occurred within the previous seventy-two hours. (i.e., On Monday a storm event occurred at ABC, Inc., however there was no discharge of storm water to State waters. Samples may be collected during Thursday's storm event discharge.)
 - iii. If the sample collected during a representative storm is insufficient to test for all the parameters specified in this item, another sample may be collected at the next representative storm event and be tested for the remaining parameters. The test results shall be submitted to the Department within 30 days of the sampling.

- c. Test results shall be obtained from a representative sample. "Representative sample" as defined in HAR, Chapter 11-55, Appendix A, Section 14(a):

"As used in this section, a representative sample means that the content of the sample shall:

- (1) Be identical to the content of the substance sampled at the time of the sampling;
 - (2) Accurately represent the monitored item (for example, sampling to monitor final effluent quality shall accurately

represent that quality, even though the sampling is done upstream of the discharge point); and

- (3) Accurately represent the monitored item for the monitored time period (for example, sampling to represent monthly average effluent flows shall be taken at times and on days that cover significant variations). Representative sampling may include weekends and storm events and may mean taking more samples than the minimum number specified elsewhere in the applicable general permit.

The burden of proving that sampling or monitoring is representative is on the permittee."

- d. One test result may be reported for Salinity, Chloride, or Conductivity.
- e. The test results shall be reported to the nearest decimal place or whole number as shown in the parentheses following each parameter. For example, "Temperature (0.1 °C)" - Temperature shall be reported to the nearest tenth of a centigrade and "Ammonia Nitrogen (1 µg/l)" - Ammonia Nitrogen shall be reported to the nearest whole microgram per liter.
- f. Indicate the test method used for each parameter. The test methods that may be used are promulgated in 40 CFR Part 136 and, when applicable, listed in the references of chemical methodology for seawater analyses (see HAR, Chapter 11-54, Section 10(b)). If a test method has not been promulgated for a particular parameter, you may apply for approval of an alternate test procedure by following 40 CFR Section 136.4.
- g. The detection limit of the test methods used shall reflect the applicable numerical limitations as specified in HAR, Chapter 11-54 and shall be indicated.
 - i. The test method indicated shall have the detection limit below and closest to the numerical limit specified in HAR, Chapter 11-54. For situations where the numerical limitation is below the detection limit of the test methods, use the test method which has the detection limit closest to the numerical limitation.
 - ii. If the test result is not detectable, indicate that the test result is "N.D." or "not detected."
- h. Provide the specific numeric criteria for the receiving water from the "geometric mean not to exceed the given value" column of the applicable table in HAR, Section 11-54-5.2(b)(1), (d)(1), or (d)(2) or Section 11-54-6(a)(3), (b)(3), or (c)(3). The analysis shall include an explanation and evaluation of the storm water discharge quality data collected with respect to the applicable specific numeric criteria for the receiving water(s) specified under HAR, Chapter 11-54.

12. Toxic Parameters

- a. Test and report on the parameters which are believed to be present in the effluent. For example, if a tank containing a petroleum product leaked, you should expect that petroleum product to be present in the storm water runoff. Provide a copy of the laboratory data sheets with Quality Assurance/Quality Control and Chain of Custody documents, as applicable.
- b. The parameters are categorized into Metals, Organonitrogen Compounds, Pesticides, Phenols, Phthalates, Polynuclear Aromatic Hydrocarbons, Volatile Organics, and Others and are listed alphabetically. A Glossary of Chemicals is listed in Note 2 of the General Guidelines.

- c. Fill in each space to indicate that each parameter has been considered. If a parameter does not apply to the activity, enter "N/A" for "not applicable" in the "Test Result" column to show that the parameter was considered. In cases when test results are not available at the time of the NOI submission due to a lack of a representative storm event for sampling, complete the columns for Test Method, Method Detection Limit, and HAR, §11-54-4(b)(3) for parameters believed to be present. If the Test Result column is left blank, the CWB will consider the parameter to be present and test results will be required.
- d. The test results shall be reported in micrograms per liter.
- e. Indicate the test method used for each parameter. The test methods that may be used are promulgated in 40 CFR Part 136 and, when applicable, listed in the references of chemical methodology for seawater analyses (see HAR, Chapter 11-54, Section 10(b)). If a test method has not been promulgated for a particular parameter, you may apply for approval of an alternate test procedure by following 40 CFR Section 136.4.
- f. The detection limit of the test methods used shall reflect the applicable numerical limitations as specified in HAR, Chapter 11-54 and shall be indicated.
 - i. The test method indicated shall have the detection limit below and closest to the numerical limit specified in HAR, Chapter 11-54. For situations where the numerical limitation is below the detection limit of the test methods, use the test method which has the detection limit closest to the numerical limitation.
 - ii. If the test result is not detectable, indicate that the test result is "N.D." or "not detected."
- g. Provide the specific numeric criteria for the receiving water (freshwater or saltwater) from the "acute" column of the table in HAR, Section 11-54-4(b)(3).

13. Additional Information

Any other site-specific information pertaining to the facility may also be provided in this section. Additional sheets may be attached with reference to this item.