



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

**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 K** (CWBNOI\_K.doc) [via 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]

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- General Instructions - This is an MSWord form. Please:
- 1. 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.
  - 2. Save
  - 3. Print
  - 4. 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.

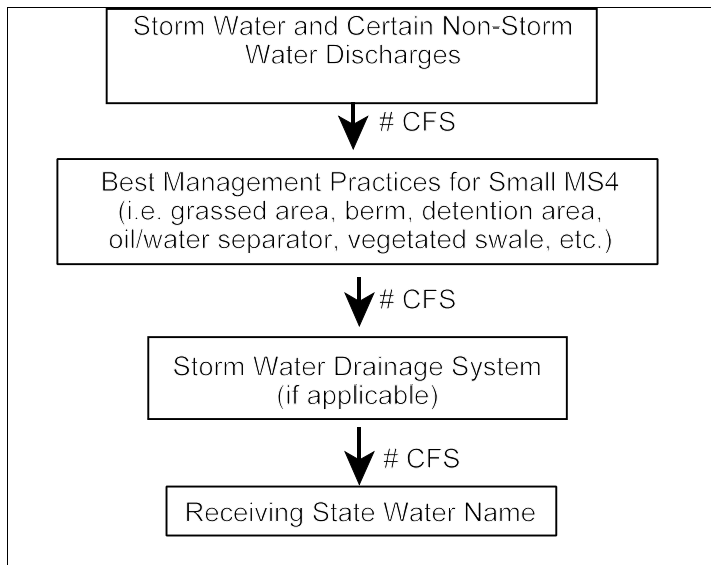
- 1. **Non-Storm Water Discharge Information**  
  
Provide information on all non-storm water discharges generated at the facilities or projects along the Small MS4, including a description of the wastewater (i.e., washdown waters, vehicle washwater, process wastewater, etc.), quantity generated, frequency of discharge (i.e. once/day, etc.), and disposal method (Small MS4, sanitary sewer, drywell, retention pond, etc.).

Only storm water runoff and certain non-storm water discharges are covered by this General Permit. Discharge of treated effluent or process wastewater into State waters may require a separate NPDES permit.

2. Location Map

- a. Provide a location map on 8-1/2 by 11 inches sized paper showing the island on which the Small MS4 is located and the approximate location of the Small MS4.
- 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 Small MS4's property boundaries and the receiving State water(s). The map should also include the discharge point(s) where the Small MS4 discharges to the receiving State water(s) and, if applicable, the locations where the Small MS4 enters into another 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.

3. Flow Chart



An example of a line drawing indicating how the storm water and certain non-storm water discharges flow through the Small MS4 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.

4. 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).

5. Small MS4 System 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 shows the information requested in this item. If any items are not applicable, indicate them by number in this item.

6. Storm Water Management Plan (SWMP)

Section 6 of HAR Chapter 11-55 Appendix K indicates the special conditions for the SWMP. Portions of this section list the applicable items required in the SWMP and procedures for maintaining, updating, and revising the SWMP.

- a. For a proposed facility which is a new discharger, submit a SWMP which meets the applicable requirements as specified in Section 6 of HAR, Chapter 11-55, Appendix K with CWB NOI Form K or within 120 days of the date of NGPC issuance or applicant claimed automatic coverage. The SWMP shall be implemented within 180 days after submittal.
- b. For an existing facility which is renewing the NGPC, submit the existing or updated SWMP which meets the applicable requirements as specified in Section 6 of HAR, Chapter 11-55, Appendix K, with CWB NOI Form K. The facility shall continue to implement its SWMP.

7. 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.