

***"HOW TO FILE A COMPLETE
NOTICE OF INTENT"***

For

NPDES General Permit No.1
for "Storm Water Discharge
Associated With Industrial Activity"

or

NPDES General Permit No.2
for " Storm Water Discharge
Associated with Industrial Activity
for Construction Activities"

or

NPDES General Permit No.3
for "Storm Water Discharge Associated with
Industrial Activity for Asphalt Plants,
Concrete Batch Plants, Rock Crushing Plants
and Construction Sand and Gravel Facilities"

In accordance with the Clean Water Act, all industrial facilities that discharge storm water meeting the definition of storm water associated with industrial activity must apply for coverage under a National Pollutant Discharge Elimination System (NPDES) permit.

These instructions are provided to assist activities that need to notify the Iowa Department of Natural Resources (IDNR) of their storm water discharge to be covered under Iowa's NPDES General Permit No.1, General Permit No.2, or General Permit No. 3.

The instructions are the same for all general permits. When a discharger provides a complete Notice of Intent to the IDNR, its storm water discharges will be subject to the terms and conditions of the appropriate general permit unless notified by the IDNR.

A pollution prevention plan is required for all storm water permits. The plan should be completed before submittal of the Notice of Intent. The plan should be kept on-site at the facility or construction site that generates the storm water discharge. Do not send the pollution prevention plan with the Notice of Intent.

To file a complete Notice of Intent you must provide the following items:

1. The completed Form 1415 entitled "*Notice of Intent for NPDES Coverage Under General Permit*",
2. Proof of Public notification from the two newspapers in the area with the highest circulation and,
3. Permit fee.

Each of these items are discussed in detail on the back side of this page.

Mail - the completed Notice of Intent with the two proofs of public notification and permit fee to the following address. Do not send the Pollution Prevention Plan with your Notice of Intent. Do not send the Notice of Intent separately from the proofs of public notification.

January 2003

IOWA DEPARTMENT OF NATURAL
RESOURCES
ENVIRONMENTAL PROTECTION DIVISION
WASTEWATER PERMITS SECTION
502 E. 9TH STREET
DES MOINES, IOWA 50319-0034



Storm Water Coordinator
Department of Natural Resources
502 E. 9th Street
Des Moines, Iowa 50319-0034

1. Notice of Intent for NPDES Coverage Under General Permit No.1, General Permit No.2, or General Permit No.3. (Form 1415)

Form 1415 provides the Iowa Department of Natural Resources with information to ensure that the storm water discharge will be covered under the appropriate general permit.

In filling out the form, type or print legibly and complete both sides of the form.

Permit Information and Fee Options

Give permit information on which General permit you are applying for and select a fee option.

Facility or Project Information

Enter the official or legal name of the facility or site.

Enter the complete street address (if no street address exists, provide a geographic description (e.g., Intersection of 5th Street and 2nd Avenue), city, county, state, and zip code. Do not use a P.O. Box number.

For General Permits No. 1 and No. 3 provide a four-digit SIC code that best represents the principal products or activities provided by the facility.

Contact Information

Provide the legal name of a contact person, firm, public organization, or any other entity that owns or operates the facility or site. The name of the operator may or may not be the same as the name of the facility. The operator is the legal entity that controls the facility's operation. Provide a mailing address (P.O. Box numbers may be used). Include the city, state, zip code, and a telephone

number for a contact person. All correspondence relating to the storm water permit, including the storm water permit will be sent to this address.

Facility Location or Location of Construction Site

Give the location by ¼ Section location (i.e. NW), Section Number, Township, Range. The location information can be obtained from United States Geological Survey (USGS) quadrangle or topographic maps, by calling 1-(888) ASK-USGS.

Owner Information

Enter the name and full address of the owner of the facility, include a telephone number.

Outfall Information

Provide an estimated start date the discharge is to commence, the name of the receiving water(s), and check compliance conditions (all of compliance conditions listed must be met for the Notice of Intent to be considered completed).

General Permits No.2 and No.3

For construction sites that need a storm water discharge permit, in addition to the information required above, include a brief description of the project, estimated timetable for major activities, and an estimate of the number of acres of the site on which soil will be disturbed.

For General Permit No. 3, identify if the facility is a portable plant.

Certification

The completed form must be signed by a qualified official. A qualified official is any of the following: owner,

principal executive officer of at least the level of vice-president, general partner, general contractor (for construction sites), principal executive officer or ranking elected official (for publicly owned facilities).

The Notice of Intent will be returned and no permit issued if information on the form is incomplete.

2. Proof of Public Notification

Iowa law requires dischargers to make public notice for seeking coverage under a general permit. The public notice must be published at least one day at your own expense in two different newspapers with the largest circulation in the area where the discharge is located.

The wording to use in the public notice is specified as a rule of the IDNR and is included as a separate page for your convenience. This wording contains the minimum information that must be provided in the public notice. Dischargers may add more information to the notice if they choose.

To determine which newspapers have the largest circulation ask your local newspaper or call the Iowa Newspaper Association (INA) at (515) 244-2145 for circulation information. You can contact the individual newspapers directly or place your public notice order through the INA. The INA is located at 319 E. Fifth Street, Des Moines, Iowa 50309.

When your Notice of Intent is sent to the IDNR, you must enclose a clipping of each public notice with the names of the newspaper and date published, or an affidavit from each newspaper with the clippings attached to

demonstrate your public notification requirement.

3. Fees

There is a permit fee for each general permit. The fee schedule is the same for General Permit No.1, No.2, or No.3.

The applicant has the option of paying an annual permit fee or a multi-year permit fee.

Option 1. You may choose to submit an annual permit fee of \$150 each year. A bill will be mailed to you each year. Failure to pay will void coverage under the general permit.

Option 2. Multi-year provides for coverage under the general permit until the permit expires on October 1, 2007.

4-year Permit Fee	\$450
3-year Permit Fee	\$300

Coverage provided by the 5-year, 4-year, and 3-year permit fees expires no later than the expiration date of the general permit.

IMPORTANT - The storm water permit will not be issued unless the two proofs of public notice and permit fee accompany the completed Notice of Intent.

If you need assistance contact the IDNR at (515) 281-6782 or (515) 281-7017.