



County of Santa Clara  
Clean Water Program

Phone: (408) 299-5737

Fax: (408) 279-8537

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# FILING A NOTICE OF INTENT

REQUIREMENTS FOR DISCHARGES OF  
STORM WATER RUNOFF ASSOCIATED  
WITH CONSTRUCTION ACTIVITY

as required by the:

STATE WATER RESOURCES CONTROL BOARD  
ORDER NO. 99 - 08 -DWQ NATIONAL POLLUTANT  
DISCHARGE ELIMINATION SYSTEM (NPDES)  
GENERAL PERMIT NO. CAS000002

EFFECTIVE DATE: 3/10/2003 AND THEREAFTER

These requirements apply to all projects proposed after  
3/10/2003 which disturb a land area of one acre or more.  
Disturbance includes grading, filling, grubbing, clearing,  
vegetation removal, building, demolition, etc.

This is a statewide requirement.

Please download the Statewide General Construction Permit  
and NOI Forms from the SWRCB web site:

[www.swrcb.ca.gov/stormwtr/construction.html](http://www.swrcb.ca.gov/stormwtr/construction.html)

4/14/2003, 8/13/2003, 10/19/2005

County of Santa Clara  
DEVELOPMENT SERVICES OFFICE  
70 West Hedding St., 7th Floor East Wing  
San Jose, CA 95110

**Clean Water Program  
Office of Development Services  
COUNTY OF SANTA CLARA**

**FILING A NOTICE OF INTENT (NOI) WITH THE SWRCB**

**WHO:** The State Water Resources Control Board (SWRCB) has adopted new regulations that apply to all construction projects that will result in soil disturbance (clearing, grading, grubbing, etc.) of **ONE ACRE OR MORE**. **THIS IS A STATEWIDE REQUIREMENT.**

**WHEN:** The regulations apply to construction activity of **ONE ACRE OR MORE** of land disturbance occurring on or after **3/10/2003**. Effective 3/10/2003, the County will require evidence of compliance with the NPDES General Construction Permit prior to issuance of building permits, construction permits, and grading permits for all construction activity that disturbs **ONE ACRE OR MORE** of land area.

**WHAT:** In order to protect water quality, the State of California has adopted a National Pollutant Discharge Elimination System (NPDES) General Permit for Storm Water Discharges Associated with Construction Activity ("Construction General Permit"). For projects of one acre or more of disturbed area, it is the responsibility of the property owner to obtain coverage under this General Permit prior to commencement of construction activities. To obtain coverage, the landowner must submit the following to the SWRCB:

- 1) A Notice of Intent (NOI) form,
- 2) A location map
- 3) A Storm Water Pollution Prevention Plan (SWPPP)
- 4) A fee (payable to the SWRCB)

**NEW REQUIREMENT:**

Building, Demolition, Construction, and Grading Permit applicants whose projects exceed the **ONE ACRE** of disturbed area threshold must submit a certification of filing an NOI to the Land Development Engineering section of the office of Development Services prior to building or grading or construction permit issuance. (Please note: 1 acre =43,560 sq. ft.)

Additional information and forms regarding the General Construction Permit is available on this web site:

**[www.swrcb.ca.gov/stormwtr/construction.html](http://www.swrcb.ca.gov/stormwtr/construction.html)**

For NPDES Storm Water Discharge Permit questions, the contact person is:

Steve Homan, Coordinator

**Clean Water Program**

Telephone: (408) 299-5737

Email address: [steve.homan@pln.co.santa-clara.ca.us](mailto:steve.homan@pln.co.santa-clara.ca.us)

**Clean Water Program  
Development Services Office  
COUNTY OF SANTA CLARA**

**DISTURBED AREA CERTIFICATION  
(SUBMIT WITH BUILDING PERMIT APPLICATION)**

\_\_\_\_\_ Name of Applicant  
\_\_\_\_\_ Building or Grading Plan Check #  
\_\_\_\_\_ Related Planning Office File #  
\_\_\_\_\_ Street Address of Bldg. Site  
\_\_\_\_\_ City (of Site Location)

**(I). I HEREBY CERTIFY THAT THE LAND AREA TO BE DISTURBED FOR THE PROPOSED CONSTRUCTION PROJECT REFERENCED ABOVE FALLS INTO THE CATEGORY INDICATED BELOW: Please circle (A) or (B) below:**

- (A) One acre or more of land disturbance. (NOI filing **IS** required)
- (B) Less than one acre of land disturbance on a parcel of one acre or more, OR the lot or parcel is less than one acre; therefore the Statewide NPDES Storm Water Discharge Permit for Construction Related Activities does not apply. (NOI filing **IS NOT** required)

\_\_\_\_\_  
**Signature of Property Owner, Engineer, or Architect**                      **Title & Lic.**  
**Date**\_\_\_\_\_

**(II). IF YOU CIRCLED (A) ABOVE, YOU MUST SIGN THE SECTION BELOW:**

Since my project includes one acre or more of disturbed area, I hereby certify that I have filed or will file the NOI, the \$700 fee, the location map, and a Storm Water Pollution Prevention Plan with the State Water Resources Control Board, prior to commencing construction.

\_\_\_\_\_  
**Signature of Property Owner, Engineer, or Architect**                      **Title & Lic. #**  
**Date**\_\_\_\_\_



State Water Resources Control Board

### NOTICE OF INTENT

TO COMPLY WITH THE TERMS OF THE  
GENERAL PERMIT TO DISCHARGE STORM WATER  
ASSOCIATED WITH CONSTRUCTION ACTIVITY (WQ ORDER No. 99-08-DWQ)



#### I. NOI STATUS (SEE INSTRUCTIONS)

MARK ONLY ONE ITEM	1. <input type="checkbox"/> New Construction	2. <input type="checkbox"/> Change of Information for WDID#	<input type="text"/>
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#### II. PROPERTY OWNER

Name		Contact Person		
Mailing Address		Title		
City	State	Zip	Phone	
Owner Type (check one) 1. <input type="checkbox"/> Private Individual    2. <input type="checkbox"/> Business    3. <input type="checkbox"/> Municipal    4. <input type="checkbox"/> State    5. <input type="checkbox"/> Federal    6. <input type="checkbox"/> Other				

#### III. DEVELOPER/CONTRACTOR INFORMATION

Developer/Contractor		Contact Person		
Mailing Address		Title		
City	State	Zip	Phone	

#### IV. CONSTRUCTION PROJECT INFORMATION

Site/Project Name		Site Contact Person		
Physical Address/Location		Latitude _____°	Longitude _____°	County
City (or nearest City)		Zip	Site Phone Number	Emergency Phone Number
A. Total size of construction site area: _____ Acres	C. Percent of site imperviousness (including rooftops): Before Construction: _____%		D. Tract Number(s): _____, _____	
B. Total area to be disturbed: _____ Acres (% of total _____)	After Construction: _____%		E. Mile Post Marker: _____	
F. Is the construction site part of a larger common plan of development or sale? <input type="checkbox"/> YES <input type="checkbox"/> NO		G. Name of plan or development:		
H. Construction commencement date: ____/____/____		J. Projected construction dates: Complete grading: ____/____/____    Complete project: ____/____/____		
I. % of site to be mass graded: _____				
K. Type of Construction (Check all that apply): 1. <input type="checkbox"/> Residential    2. <input type="checkbox"/> Commercial    3. <input type="checkbox"/> Industrial    4. <input type="checkbox"/> Reconstruction    5. <input type="checkbox"/> Transportation 6. <input type="checkbox"/> Utility    Description: _____    7. <input type="checkbox"/> Other (Please List): _____				

#### V. BILLING INFORMATION

SEND BILL TO: <input type="checkbox"/> OWNER (as in II. above)	Name	Contact Person	
<input type="checkbox"/> DEVELOPER (as in III. above)	Mailing Address	Phone/Fax	
<input type="checkbox"/> OTHER (enter information at right)	City	State	Zip

**VI. REGULATORY STATUS**

A. Has a local agency approved a required erosion/sediment control plan?.....  YES  NO  
Does the erosion/sediment control plan address construction activities such as infrastructure and structures?.....  YES  NO  
Name of local agency: \_\_\_\_\_ Phone: \_\_\_\_\_

B. Is this project or any part thereof, subject to conditions imposed under a CWA Section 404 permit of 401 Water Quality Certification?.....  YES  No  
If yes, provide details: \_\_\_\_\_

**VII. RECEIVING WATER INFORMATION**

A. Does the storm water runoff from the construction site discharge to (Check all that apply):  
1.  Indirectly to waters of the U.S.  
2.  Storm drain system - Enter owner's name: \_\_\_\_\_  
3.  Directly to waters of U.S. (e.g. , river, lake, creek, stream, bay, ocean, etc.)

B. Name of receiving water: (river, lake, creek, stream, bay, ocean): \_\_\_\_\_

**VIII. IMPLEMENTATION OF NPDES PERMIT REQUIREMENTS**

A. STORM WATER POLLUTION PREVENTION PLAN (SWPPP) (check one)  
 A SWPPP has been prepared for this facility and is available for review: Date Prepared: \_\_\_/\_\_\_/\_\_\_ Date Amended: \_\_\_/\_\_\_/\_\_\_  
 A SWPPP will be prepared and ready for review by (enter date): \_\_\_/\_\_\_/\_\_\_  
 A tentative schedule has been included in the SWPPP for activities such as grading, street construction, home construction, etc.

B. MONITORING PROGRAM  
 A monitoring and maintenance schedule has been developed that includes inspection of the construction BMPs before anticipated storm events and after actual storm events and is available for review.  
If checked above: A qualified person has been assigned responsibility for pre-storm and post-storm BMP inspections to identify effectiveness and necessary repairs or design changes.....  YES  NO  
Name: \_\_\_\_\_ Phone: \_\_\_\_\_

C. PERMIT COMPLIANCE RESPONSIBILITY  
A qualified person has been assigned responsibility to ensure full compliance with the Permit, and to implement all elements of the Storm Water Pollution Prevention Plan including:  
1. Preparing an annual compliance evaluation.....  YES  NO  
Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
2. Eliminating all unauthorized discharges.....  YES  NO

**IX. VICINITY MAP AND FEE (must show site location in relation to nearest named streets, intersections, etc.)**

Have you included a vicinity map with this submittal? .....  YES  NO  
Have you included payment of the annual fee with this submittal?.....  YES  NO

**X. CERTIFICATIONS**

"I certify under penalty of law that this document and all attachments were prepared under my direction and supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine or imprisonment. In addition, I certify that I have read the entire General Permit, including all attachments, and agree to comply with and be bound by all of the provisions, requirements, and prohibitions of the permit, including the development and implementation of a Storm Water Pollution Prevention Plan and a Monitoring Program Plan will be complied with."

Printed Name: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_



**Winston H. Hickox**  
*Secretary for  
Environmental  
Protection*

# State Water Resources Control Board

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## Division of Water Quality

1001 I Street • Sacramento, California 95814 • (916) 341-5537  
Mailing Address: P.O. Box 1977 • Sacramento, California • 95812-1977  
FAX (916) 341-5543 • Internet Address: <http://www.swrcb.ca.gov>



**Gray Davis**  
*Governor*

To: Storm Water Permit Holder

RE: NOTICE OF TERMINATION OF COVERAGE UNDER THE GENERAL  
**CONSTRUCTION STORM WATER PERMIT (GENERAL PERMIT)**

In order for us to terminate your coverage under the General Permit, please complete and submit the enclosed Notice of Termination (NOT) your local Regional Water Quality Control Board (RWQCB). Refer to the last page of the NOT packet for RWQCB locations.

Please note that you are subject to the annual fee until you file a NOT and the RWQCB approves your NOT.

Should you have any questions regarding this matter, please contact your local RWQCB at the number listed on the back page of the NOT package, or the Storm Water Unit at (916) 341-5537.

Sincerely,

Storm Water Unit  
Division of Water Quality

Enclosure

## NOTICE OF TERMINATION

### OF COVERAGE UNDER THE NPDES GENERAL PERMIT NO. CAS000002 FOR DISCHARGES OF STORM WATER ASSOCIATED WITH CONSTRUCTION ACTIVITY

Submission of this Notice of Termination constitutes notice that the owner (and his/her agent) of the site identified on this form is no longer authorized to discharge storm water associated with construction activity by NPDES General Permit No. CAS000002.

**I. WDID NO.** \_\_\_\_\_

**II. OWNER**

COMPANY NAME \_\_\_\_\_ CONTACT PERSON \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_ TITLE \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

**III. CONSTRUCTION SITE INFORMATION**

**A. DEVELOPER NAME** \_\_\_\_\_ **CONTACT PERSON** \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_ TITLE \_\_\_\_\_

CITY \_\_\_\_\_ CA \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

**B. SITE ADDRESS** \_\_\_\_\_ **COUNTY** \_\_\_\_\_

CITY \_\_\_\_\_ CA \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

**IV. BASIS OF TERMINATION**

\_\_\_\_\_ 1. The construction project is complete and the following conditions have been met.

- All elements of the Storm Water Pollution Prevention Plan have been completed.
- Construction materials and waste have been disposed of properly.
- The site is in compliance with all local storm water management requirements.
- A post-construction storm water operation and management plan is in place.

Date of project completion \_\_\_\_\_

\_\_\_\_\_ 2. Construction activities have been suspended, either temporarily \_\_\_\_\_ or indefinitely \_\_\_\_\_ and the following conditions have been met.

- All elements of the Storm Water Pollution Prevention Plan have been completed.
- Construction materials and waste have been disposed of properly.
- All denuded areas and other areas of potential erosion are stabilized.
- An operation and maintenance plan for erosion and sediment control is in place.
- The site is in compliance with all local storm water management requirements.

Date of suspension \_\_\_\_\_ Expected start up date \_\_\_\_\_

\_\_\_\_\_ 3. Site can not discharge storm water to waters of the United States (check one).

\_\_\_\_\_ All storm water is retained on site.

\_\_\_\_\_ All storm water is discharged to evaporation or percolation ponds onsite.

\_\_\_\_\_ 4. Discharge of storm water from the site is now subject to another NPDES general permit or an individual NPDES permit.

NPDES Permit No. \_\_\_\_\_ Date coverage began \_\_\_\_\_

\_\_\_\_\_ 5. There is a new owner of the identified site. Date of owner transfer \_\_\_\_\_

Was the new owner notified of the General Permit requirements? YES \_\_\_\_ NO \_\_\_\_

**NEW OWNER INFORMATION**

COMPANY NAME \_\_\_\_\_ CONTACT PERSON \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_ TITLE \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

**V. EXPLANATION OF BASIS OF TERMINATION** (Attach site photographs - see instructions).

**VI. CERTIFICATION:**

I certify under penalty of law that all storm water discharges associated with construction activity from the identified site that are authorized by NPDES General Permit No. CAS000002 have been eliminated or that I am no longer the owner of the site. I understand that by submitting this Notice of Termination, I am no longer authorized to discharge storm water associated with construction activity under the general permit, and that discharging pollutants in storm water associated with construction activity to waters of the United States is unlawful under the Clean Water Act where the discharge is not authorized by a NPDES permit. I also understand that the submittal of this Notice of Termination does not release an owner from liability for any violations of the general permit or the Clean Water Act.

PRINTED NAME \_\_\_\_\_ TITLE \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE \_\_\_\_\_

**REGIONAL WATER BOARD USE ONLY**

This Notice of Termination has been reviewed, and I recommend termination of coverage under the subject NPDES general permit.

Printed Name \_\_\_\_\_ Region No. \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_



**INSTRUCTIONS FOR COMPLETING  
NOTICE OF TERMINATION  
FOR CONSTRUCTION ACTIVITY**

Who May File

Dischargers who are presently covered under NPDES General Permit No. CAS000002 for discharge of storm water associated with construction activity may submit a Notice of Termination when they meet one of the following criteria.

1. The construction project has been completed and the following conditions have been met: all elements of the Stormwater Pollution Prevention Plan have been completed; construction materials and equipment maintenance waste have been disposed of properly; the site is in compliance with all local storm water management requirements including erosion/sediment control requirements and the appropriate use permits have been obtained; and a post-construction storm water operation and management plan is in place.
2. Construction activities have been suspended, either temporarily or indefinitely and the following conditions have been: all elements of the Stormwater Pollution Prevention Plan have been completed; construction materials and equipment maintenance waste have been disposed of properly; all denuded areas and other areas of potential erosion are stabilized; an operation and maintenance plan for erosion and sediment control is in place; and the site is in compliance with all local storm water management requirements including erosion/sediment control requirements. The date construction activities were suspended, and the expected date construction activities will start up again should be provided.
3. Construction site can not discharge storm water to waters of the United States. Please indicate if all storm water is retained on site or if storm water is collected offsite.
4. Discharge of construction storm water from the site is now subject to another NPDES general permit or an individual NPDES permit. The general permit or individual permit NPDES number and date coverage began should be provided.
5. There is a new owner of the identified site. If ownership or operation of the facility has been transferred then the previous owner must submit a Notice of Termination and the new owner must submit a Notice of Intent for coverage under the general permit. The date of transfer and information on the new owner should be provided. Note that the previous owner may be liable for discharge from the site until the new owner files a Notice of Intent for coverage under the general permit.

Where to File

The Notice of Termination should be submitted to the Executive Officer of the Regional Water Board responsible for the area in which the facility is located. See Storm Water Contacts (<http://www.swrcb.ca.gov/stormwtr/contact.html>). If the Executive Officer, or his designated staff, agrees with the basis of termination, the Notice of Termination will be transmitted to the State Water Board for processing. If the Executive Officer, or his designated staff, does not agree with the basis of termination, the Notice of Termination will be returned. The Regional Water Board may also inspect your site prior to accepting the basis of termination.

## LINE-BY-LINE INSTRUCTIONS

All necessary information must be provided on the form. Type or print in the appropriate areas only. Submit additional information, if necessary, on a separate sheet of paper.

### SECTION I--WDID NO.

The WDID No. is a number assigned to each discharger covered under the General Permit. If you do not know your WDID No., please call the State Water Board or Regional Water Board and request it prior to submittal of the Notice of Termination.

### SECTION II--OWNER

Enter the owner of the construction site's official or legal name (This should correspond with the name on the Notice of Intent submitted for the site), address of the owner, contact person, and contact person's title and telephone number.

### SECTION III--CONSTRUCTION SITE INFORMATION

In Part A, enter the name of the developer (or general contractor), address, contact person, and contact person's title and telephone number. The contact person should be the construction site manager completely familiar with the construction site and charged with compliance and oversight of the general permit. This information should correspond with information on the Notice of Intent submitted for the site.

In Part B, enter the address, county, and telephone number (if any) of the construction site. Construction sites that do not have a street address must attach a legal description of the site.

### SECTION IV--BASIS OF TERMINATION

Check the category which best defines the basis of your termination request. See the discussion of the criteria in the Who May File section of these instructions. Provide dates and other information requested. Use the space under Explanation of Basis of Termination heading.

### SECTION V--EXPLANATION OF BASIS OF TERMINATION

Please explain the basis or reasons why you believe your construction site is not required to comply with the General Permit. To support your explanation, provide a site map and photograph of your site.

### SECTION VI--CERTIFICATION

This section must be completed by the owner of the site.

The Notice of Termination must be signed by:

For a Corporation: a responsible corporate officer

For a Partnership or Sole Proprietorship: a general partner or the proprietor, respectively.

For a Municipality, State, or other Non-Federal Public Agency: either a principal executive officer or ranking elected official.

For a Federal Agency: either the chief or senior executive officer of the agency.