ALABAMA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT (ADEM)

INSTRUCTIONS FOR COMPLETION OF NOTICE OF INTENT (NOI) FOR COVERAGE UNDER NPDES GENERAL PERMIT FOR STORMWATER DISCHARGES NOT AUTHORIZED BY AN EXISTING INDIVIDUAL NPDES PERMIT

ALG610000 (CONSTRUCTION) - Authorization Prefix ALR10

AND ALG490000 (NONCOAL MINING < 5 ACRES) - Authorization Prefix ALR32

If you have any questions, need assistance, or need additional forms or information, PLEASE contact the nearest ADEM office listed below:

Montgomery Branch Birmingham Branch		Mobile Branch	Decatur Section	
PO Box 301463 110 Vulcan Road		2204 Perimeter Road	400 Well Street	
Montgomery, AL 36130-1463	Birmingham, AL 35209-4702	Mobile, AL 36651-1131	PO Box 953	
Ph: (334) 213-4301	Ph: (205) 942-6168	Ph: (334) 450-3400	Decatur, AL 35602-0953	
Fax: (334) 213-4399	Fax: (205) 941-1603	Fax: (334) 479-2593	Ph: (205) 353-1713	
1751 Cong. W.L. Dickinson Dr.	bhamail@adem.state.al.us	mobilemail@adem.state.al.us	Fax: (205) 340-9359	
Montgomery, AL 36109-2608		dec	aturmail@adem.state.al.us	
mnps@adem.state.al.us				

ADEM Web Page: www.adem.state.al.us

Forms and other documents have been prepared using Microsoft Windows Office 95, Word 6.0 and Word 97 and printed using a Hewlett Packard (HP) 5SiMx print driver.

REQUIRED FORMS AND OTHER INFORMATION

- 1. Attach \$250 authorization/reauthorization processing fee (check or money-order).
- 2. ADEM NOI. Submittal of EPA forms I, 2C, 2D, & 2F may be required under certain circumstances. EPA forms 1, 2C, 2D, & 2F need not be completed for authorization under these NPDES General Permits provided proposed activities described in this NOI for this facility qualify for coverage under these permits and there are no process wastewaters which require coverage under an Individual NPDES permit.
- 3. 1" 2,000' scale site location map (7.5 minute series U.S.G.S. topographic map, $8\ 1/2\ X\ 11$ inch sheets or a map folded to a size of $8\ 1/2\ X\ 11$ inches)
- 4. A comprehensive Best Management Practices (BMP) Plan and Spill Prevention Control & Countermeasures (SPCC) Plan must be prepared, retained onsite, and be available for review by the Department upon request. You are not required to submit these documents unless specifically requested by the Department.

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5.	Any additional information relevant to the operation that is not addressed by the NOI that the
	Department would need to fully evaluate the facility.

6. Mail or deliver NOI with fee and additional information attached to the ADEM Montgomery Branch Office listed above.

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INSTRUCTIONS FOR ADEM NOI

Contact the Department <u>prior</u> to submittal if you have any questions or to request acceptable alternate content/format. Be advised that you are not authorized to commence regulated activity until this NOI can be processed and authorization to proceed is received in writing from the Department.

Complete and correct NOIs should be submitted at least 15 days prior to proposed date of coverage under the general permit. Incomplete or incorrect answers, or missing signatures will delay authorization. Incomplete or incorrect NOIs will be returned and cannot be processed until a corrected application is re-submitted.

Responses must be typewritten or printed legibly with black or blue ink (applications completed with pencil will not be accepted). Complete **all** questions. Answer "N/A" or "Not Applicable" or "None", where appropriate. If space is insufficient, continue on an attached sheet(s) as necessary. Please type or print in ink.

Part I - Applicant Information

Please provide facility/project name which is unique or different from applicant name.

A registered agent is a person/company that is retained by the permittee to perform various administrative functions, accept registered mail, act as a representative of the permittee when communicating with the Department, etc.

Part II - Legal Structure of Applicant

List only subcontractors responsible for excavation, grading, or other land disturbance activity or pollution abatement. Do not list painters, carpenters, electricians, etc. Only those subcontractors or potential subcontractors known at the time of application must be listed.

Part III – Violation History

Self-Explanatory.

Part IV – Proposed Schedule

Self-Explanatory.

Part V - Other Permits/Authorizations

Self-Explanatory.

<u>Part VI</u> – Activity description & Information

If the response to (c), (d), (e), or (f) is "yes", please be sure to address completely in the BMP plan & narrative description. Attach additional sheets as necessary.

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If the response to (c) is "yes" - the project will result in a discharge to coastal waters or is within the Alabama Coastal Area - the applicant may be required to apply for and obtain Coastal Zone Management Certification from the Department's Mobile Branch. Please contact the Mobile Branch listed at the top of the first page of these instructions.

If the response to (e) is "yes", identify the Municipal Separate Storm Sewer System (MS4) that will receive discharges from the proposed activity.

Part VII - Proposed Activity To Be Conducted

Response should reflect **all** activities conducted onsite.

Describe purpose or ultimate result of project, i.e. highway, shopping center, pipe line, golf course, etc.

Plans for watercourse filling, crossing, or alteration/diversion must be submitted to and processed by the Department on an individual basis. Please be advised that these activities generally are subject to separate permitting under Section 404 of the Clean Water Act as administered by the Mobile District or Nashville District U.S. Army Corps Of Engineers and Section 401 of the Clean Water Act as administered by ADEM.

If the Project involves wetland fill, placement of fill in other State or Federal waters, or dredging or other water bottom disturbance, proof of coordination with the Corps must be submitted to the Department.

<u>Part VIII</u> - Receiving Waters

List the exact name of the receiving stream(s) as found on the U.S.G.S. or TVA topographic map. You may use "UT" to designate unnamed tributary of a named creek. List the Latitude & Longitude in degrees, minutes, & seconds of the point where pollutants enter the receiving waters. List the distance from the disturbed area or associated treatment facilities to the receiving stream.. Instream treatment of pollutants is not authorized. A copy of representative runoff coefficients (RC) is included with the example NOI.

Part IX - Fuel - Chemical Handling, Storage & SPCC Plan

A written spill prevention control and countermeasures plan (may be part of the BMP plan) must be implemented for all facilities having fuel or chemical storage.

Part X – Map Submittal

Maps must show property lines and permit boundaries. The facility name and the name of the 7.5 minute series Topographic Quadrangle used must be indicated on the maps.

Part XI - Qualified Credentialed Professional Certification

Please submit the completed NOI with original signatures of a Qualified Credentialed Professional (See definition #20 in Part III of the example General Permit).

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Part XII - Other Responsible Officials

Self-Explanatory.

Part XIII - Responsible Official Signature

Please submit the completed NOI with original signatures of a responsible corporate official (RCO) according to ADEM Admin Code R. 335-6-6-.09.

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INSTRUCTIONS FOR PREPARING BMP PLAN FOR FACILITY OPERATIONS

An acceptable, comprehensive BMP plan, at a minimum, should address the following as appropriate:

Pre-construction planning. Effective BMPs are required to be fully implemented prior to or concurrent with predevelopment activities such as logging, brush clearing, pumping or ditching to drain ponded water, etc.;

Drainage from areas of ten (10) disturbed acres or larger depending on the soil type(s), slope, stability, etc. may be required to be controlled by construction of a designed sedimentation basin;

Include a detailed explanation of what will be done should sediment need to be removed from a sediment pond, other treatment structure, or other area used for disposal or storage of **any** materials;

Runoff coefficients, size of disturbed and impervious area (in acres), soil types and site topography, annual rainfall, expected rainfall amount (in inches) resulting from representative precipitation events which may occur during the life of the project and the corresponding water flow which would have to be treated by the treatment facilities;

General information, including number of employees or workers, hours of operation, etc;

Specify if the discharges from the site will drain to a public water supply impoundment or direct tributary thereon;

Location and plans for maintaining and storing inspection reports, sample monitoring results, rainfall data, maintenance logs, etc. which are required by the permit;

Specifications for haul road or access road designs;

Location, design, and maintenance requirements for treatment facilities and structures (i.e. silt fencing, staked hay bale rows, sediment ponds & traps, rock check dams, ditches, berms, etc.) and proposed Best Management Practices (BMPs) that will be implemented prior to or concurrent with disturbance activities to prevent/minimize discharges to the maximum extent practicable to State waters resulting from non-point sources of pollutants in stormwater run-off or from spills;

Plans for grading and stabilization of the disturbed area to include use of mesh or netting, mulch, seed mixtures, planting schedules, etc.;

Measures to ensure permanent revegetation or cover of all disturbed areas;

Location of vehicle & equipment maintenance, cleaning, and storage areas and specific BMPs to be implemented;

Location and operation of all portable facilities, i.e. office trailers, toilet facilities, employee break areas, etc.

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Location of material storage areas, i.e. topsoil piles, paints & solvents, pesticides/herbicides & fertilizers, soil conditioners, lubricating oils & anti-freeze, etc. and specific BMPs to be implemented;

Methods to keep mud and dirt off of paved county or state roads;

Location of buried water and sewer lines:

Information on potential groundwater impacts, i.e. pilings, deep excavation, disturbance near known recharge zones, groundwater levels, tunneling, etc.;

BMPs to be implemented to protect State waters during water acquisition/pumping from surrounding surface waters for dust suppression, concrete/cement, washdown water, etc.;

Address regular cleanup and proper disposal of floating or submerged trash and garbage originating at the site or resulting from the permittee's activities.;

Address the collection, storage, treatment and disposal of sewage and other putrescible wastes;

If fuel or chemicals are stored onsite, maintain onsite or have readily available sufficient oil & grease absorbing material and flotation booms to contain and clean-up fuel or chemical spills and leaks;

All construction and worker debris (e.g. trash, garbage, etc.) must be immediately removed and disposed of in an approved manner as required by State and federal laws and regulations. Also, soil contaminated by paint or chemical spills, oil spills, etc. must be immediately cleaned up or be removed and disposed of in an approved manner:

Appropriate measures to be taken to prevent the deposition of airborne pollutants such as spray paint, herbicides, excessive road dust, etc. from entering any waterbody;

Run-off from dust suppression operations. Please be advised that the use of used motor oil and other petroleum based or toxic liquids for dust suppression operations is prohibited;

All materials used as fill or for construction purposes must be non-toxic, non-acid forming and free of solid waste or other debris; and

No rubbish, trash, garbage, or other such materials shall be discharged into waters of the State of Alabama. Litter and refuse shall be disposed in a manner consistent with State and local regulations.

BMP Plan Format Outline

Pre-Construction Planning
Soil Type(s)
Topography
Existing

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Final

Precipitation information
Federal, state and local statutes affecting permit requirements
Material Needs
Planned construction phasing
Special requirements for sensitive areas

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Implementation

Specific instruction customized to the site for installing structural BMPs for each phase Specific instructions for implementing non-structural BMPs (i.e., seed mixtures, planting schedules, etc.)

Clear and detailed maintenance instructions

Monitoring effectiveness instructions

Completion

Guidance for determining when all construction has been complete and all areas of disturbance permanently stabilized

Instructions on how to terminate authorization from ADEM

Other

SPCC
Dewatering/water withdrawal
Tire washing
Chemical Management
Emergency Notification
Solid Waste Management

OTHER INFORMATION

General Permit coverage is required for discharges of stormwater from a variety of other industrial facilities/activities such as asphalt/cement plants, pipeline hydrostatic testing, recycling facilities, landfills, etc. Please contact the Department's Industrial Section, Water Division, at (334) 271-7700 for additional information.

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ALABAMA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT ADEM NPDES GENERAL PERMIT NOTICE OF INTENT (NOI)

<u>ALG610000</u> - CONSTRUCTION, EXCAVATION, CLEARING, DISTURBANCE, RECLAMATION, AND ASSOCIATED AREAS AND <u>ALG490000</u> - NONMETALLIC, NONCOAL MINING, QUARRYING, EXCAVATION, BORROWING, STORAGE, PROCESSING, RECOVERY AND ASSOCIATED AREAS LESS THAN FIVE ACRES

PLEASE READ THE ACCOMPANYING INSTRUCTIONS CAREFULLY BEFORE COMPLETING THIS FORM. COMPLETE ALL QUESTIONS. RESPOND WITH "N/A" AS APPROPRIATE. INCOMPLETE OR INCORRECT ANSWERS, OR MISSING SIGNATURES WILL DELAY AUTHORIZATION. IF SPACE IS INSUFFICIENT, CONTINUE ON AN ATTACHED SHEET(S) AS NECESSARY. PLEASE TYPE OR PRINT IN INK. I. APPLICANT INFORMATION Initial Authorization:

ALG610000 ALG490000 Reauthorization: ALR Company Name Facility/Project Name Responsible Official and Title **Facility Contact and Title** Mailing Address of Applicant Facility Street Address or Location Description City State Zip City State Zip Business Phone Number Fax Number **Facility Phone Number** Responsible Official Street/Physical Address & Phone Number Email Address Registered Agent Name, Address, & Phone Number II. LEGAL STRUCTURE OF APPLICANT Association ☐ Individual ☐ Single Proprietorship Partnership Corporation LLC Government Agency _____ Other (Y) (N) If not an Individual or Single Proprietorship, applicant is properly registered and in good standing with the Alabama Secretary of State's office. If "No", please explain: Parent Corporation and Subsidiary Corporations of Applicant, if any: Construction Contractor(s), If Known:

III. VIOLATION HISTORY

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Identify every Warning Letter, Notice of Violation (NOV), Administrative Order, Directive, or litigation filed by ADEM or EPA during the three year (36 months) period preceding the date on which this form is signed issued to the applicant, parent corporation, subsidiary, or LLC Member. Indicate the date of issuance, briefly describe alleged violations, list actions (if any) to abate alleged violations, and indicate date of final resolution:		
IV. PROPOSED SCHEDULE		
Anticipated Activity schedule: Commencement date:	Completion date:	
Area of the Permitted site: Total area in acres:	Disturbed area in acres:	

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V. OTHER PERMITS/AUTHORIZATIONS

v. Grand Administration of the control of the contr
List any other NPDES or other environmental permits, authorizations, or certifications that have been applied for or issued within the State by ADEM, EPA or other Agency to the applicant, parent corporation, subsidiary, or LLC member for $\underline{\text{this}}$ facility (include permit numbers):
VI. ACTIVITY DESCRIPTION & INFORMATION
County(s) Township(s), Range(s), Section(s)
Directions To Site
Yes No Is/will this facility: (a) an existing facility which currently results in discharges to State waters?
(b) a proposed facility which will result in a discharge to State waters? Yes No
(c) discharge to waters of or be located in the Coastal Zone? (d) be located within any 100 year floodplain?
(e) ☐ ☐ discharge to Municipal Separate Storm Sewer (MS4)? (f) ☐ ☐ be located on Indian/historically significant lands?
VII. PROPOSED ACTIVITY TO BE CONDUCTED - Check <u>All</u> that may apply
☐ Excavation ☐ Grading , Clearing, Grubbing, etc. ☐ Placement of Fill ☐ Blasting ☐ Reclamation of Disturbed Areas
☐ Pre-Construction Logging or Land Clearing ☐ Pre-Construction Ponded Water Removal ☐ Creek/Stream Crossings
☐ Dry Processing (Crushing, Screening, etc.) ☐ Waste Storing or Disposing of Construction Waste or Debris Onsite
☐ Asphalting/Concreting ☐ Herbicide/Fertilizer Application ☐ Waterbody Relocation or Other Alteration
☐ Construction Related Temporary Borrow Pits/Areas ☐ Other (Describe):
If applying for ALG490000: Dirt-Chert Sand-Gravel Shale-Clay Crushed-Dimension Stone Other
NOTE: Hydraulic mining, dredging, instream or between stream-bank mining, wet preparation, metallic ores mining, fuels mining, coal mining, or mining disturbances greater than five acres are not authorized under ALG490000. Coverage under an Individual NPDES permit must be obtained to conduct these activities.
Primary SIC Code Description
Secondary SIC Code Description
Narrative Description:
of the Activity

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VIII. RECEIVING WATERS

List name of receiving water(s), design run-off coefficient (RC) during construction, latitude and longitude (to seconds) of location(s) that run-off enters the receiving water, distance of receiving water from disturbed areas, number of disturbed acres, and the number of drainage acres which will drain through each treatment system or BMP.						
R	eceiving Water	RC	Latitude	Longitude	Distance	Disturbed
Draina	ige					
Acres						Acres
						
						
			·			
						

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IX. FUEL - CHEMICAL HANDLING, STORAGE & SPCC PLAN

IA. FUEL - CHI	EMICAL HANDLING, SI	ORAGE & SPCC PLAIN				
Will fuels, che	micals, or liquid waste b	e used <u>or</u> stored onsite?	☐ Yes	□ No If	f "yes", identii	fy and indicate amount
Capacity	Contents	Capacity	Contents	Capac	city	Contents
gallor	18	gallons			gallons	
gallor	ıs	gallons			gallons	
X. MAP SUBMI	ITTAL					
size of 8.5 by The topograph applicant, fact	application a 7.5 minute 11 inches (several pages hic or equivalent map(s) ility name, county, and ment, the topographic o	s may be necessary) of the same of the sam	the area extend on indicating to ction(s) where	ding to at least of the name of the the facility is lo	one mile beyon topographic n	nd property boundaries. nap, name of the
(c) all existic (e) perennia (g) all know (i) high ten (k) contour	ne of legal boundary of ng and proposed distural, intermittent, and ephorn facility dirt/improvesion power lines and ralines, township-range-sed and existing discharged	rbed areas (d nemeral streams (f) ed access/haul roads nilroad tracks section lines (l)	lakes, spring (h) all : (j) bui	of the facility discharge areas gs, water wells, surrounding un ldings and struc atterns, swales,	wetlands nimproved/im ctures	nproved roads
XI. QUALIFIEI	O CREDENTIALED PROF	ESSIONAL CERTIFICAT	ION			
A Comprehens	sive Best Management l s follows:	Practices (BMP) Plan m	ust be prepare	ed, signed, and	certified by a	qualified credentialed
and authorized documents #1, a permittee, disch permit requiren nonstructural B	related process wastewate #2, and other acceptable charges of pollutants can re- nents. The applicant has	er runoff has been prepare documents as indicated be assonably be expected to be been advised that approproved equivalent BMPs as	ed under my su elow. If the pla be effectively n riate pollution s described in t	pervision for this an is properly imp ninimized to the abatement/preve he proposed plan	s facility utilizing plemented and maximum exterention facilities in must be fully	maintained by the nt practicable according to and structural & implemented and regularly
	addresses implementation ol practices as provided in	1.1	licable effectiv	e BMPs utilizing	g good sedimen	t, erosion, and other
(1)	The Storm Water Management For Construction Activities - Developing Pollution Prevention Plans And Best Management Practices document, as amended, as adopted by the EPA					
(2)	The <u>Alabama Nonpoint Source Management Program Document</u> , as amended, as adopted by the Department and approved by EPA.					
(3)	Other listed appropriate	BMP manuals, plans, or	documents rev	riewed and speci	fically accepted	1 by the Department.
	,, ,,					

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Address	Registration/Certification
Name and Title (type or print)	Phone Number
Signature	Date Signed

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XII. OTHER RESPONSIBLE OFFICIALS	
Please list the name, phone number, and address making responsibility or authority for the facility	s of any other responsible official(s) of the applicant with legal or decision 7:
XIII. RESPONSIBLE OFFICIAL SIGNATURE	
proprietorship, a general member or partner, a ra	ial of the applicant who is the owner, the sole proprietor of a sole anking elected official or other duly authorized representative for a unit of level of vice-president for a corporation, having overall responsibility for the
supervision in accordance with a system designed information submitted. Based on my inquiry of manage the system or those persons directly response to the system of the s	at, the BMP Plan, and all attachments were prepared under my direction or ed to assure that qualified personnel properly gathered and evaluated the the qualified credentialed professional and other person or persons who consible for gathering the information, the information submitted is, to the best complete. I am aware that there are significant penalties for submitting false imprisonment for knowing violations.
prepared at my direction by a qualified credential #2, and other documents as indicated in XI, above direct supervision of, a qualified credentialed prestructural & nonstructural BMPs or Department must be fully implemented prior to and concurrenceded at the facility in accordance with good see	mize discharges of pollution to the maximum extent practicable has been aled professional for this facility utilizing effective BMPs from documents #1, re. I understand that regular inspections must be performed by, or under the ofessional and all appropriate pollution abatement/prevention facilities and approved equivalent BMPs identified by the qualified credentialed professional nt with commencement of regulated activities and regularly maintained as ediment, erosion, and other pollution control practices and ADEM mplement and regularly maintain BMPs for the protection of water quality may action.
relocation offsite of fill material, ALG610000 does R. 335-6-9. I also understand that coverage under	astruction General Permit ALG610000 allows for short-lived, limited removal or s not provide coverage for mining activities described in ADEM Admin. Code er the Noncoal Mining General Permit ALG490000 does not authorize mining ned/proposed mining sites greater than 5 acres must apply for and obtain mmencement of any land disturbance.
· ·	chis application have been tested or evaluated for the presence of non- n process wastewaters have been fully identified."
Name and Official Title (type or print) _	
Signature	Date Signed

Contact the Department <u>prior</u> to submittal with any questions or to request acceptable alternate content/format.

Be advised that you are not authorized to commence regulated activity until this NOI can be processed and authorization to proceed is received in writing from the Department.

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Unless required in writing by the Department, EPA forms 1, 2C, 2D, & 2F need not be completed for authorization under these NPDES General Permits <u>provided</u> proposed activities described in this NOI for this facility qualify for coverage under these permits and there are no process wastewaters which require coverage under an Individual NPDES permit.

Complete this form, attach additional information as necessary, enclose appropriate processing fee, and send to:

Field Operations Division Phone: (334) 213-4301 Alabama Department of Environmental Management Fax: (334) 213-4399

PO Box 301463

Montgomery, Alabama 36130-1463 Email: mnps@adem.state.al.us

Microsoft WORD 97, HP 5SiMx Print Driver Internet Web Page: www.adem.state.al.us

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