



Instructions for Completing the General Permit Registration Form for the Discharge of Stormwater Associated with Industrial Activity (issued August 23, 2010, effective October 1, 2011)

Use these instructions to complete the registration form for the General Permit for the Discharge of Stormwater Associated with Industrial Activity (DEP-PED-REG-014). These instructions are not a substitute for the requirements of any relevant statutes or regulations. You should review all applicable laws prior to completing the registration form. Remember, it is your responsibility to comply with all applicable laws.

A completed registration form must be submitted for each site conducting industrial activity regulated by this permit. Please note that the submission of a **permit transmittal form is not necessary**.

Introduction

The Water Permitting and Enforcement Division of the Department of Environmental Protection's (DEP) Bureau of Materials Management and Compliance Assurance uses both individual and general permits to regulate stormwater discharges. Individual permits are issued directly to an applicant, whereas general permits are permits issued to authorize similar activities by one or more registrants throughout a prescribed geographic area. Authorization of an activity under a general permit is governed by that general permit. A general permit sets terms and conditions for conducting an activity which, when complied with, are protective of the environment. General permits are a quicker and more cost effective way to permit specific activities for both the department and the applicant. Any questions regarding this general permit should be directed to 860-424-3018.

Who May Apply for General Permit Authorization?

Any person or municipality that discharges stormwater that comes into contact with an "industrial activity" as defined in Section 2 of the subject "*general permit*" must either register to obtain coverage or, if applicable, complete the No Exposure Certification for the Discharge of Stormwater Associated with Industrial Activity ("No Exposure Certification")(DEP-PED-REG-014NE), (see Section 3(d) of the *general permit*). When a facility is owned by one party but the regulated industrial activity is conducted by another party, it is the operator's responsibility to submit a Registration Form or the No Exposure Certification Form.

How to Apply

Your general permit registration must include the following:

- an original *General Permit Registration Form for the Discharge of Stormwater Associated with Industrial Activity* (DEP-PED-REG-14) that is electronically filled out, printed, and signed, and
- all necessary supporting documents attached (Attachments A-F), and
- the applicable fee, paid by check or money order, made payable to the "Department of Environmental Protection".

You must submit the above materials together as a package to:

CENTRAL PERMIT PROCESSING UNIT
DEPARTMENT OF ENVIRONMENTAL PROTECTION
79 ELM STREET
HARTFORD, CT 06106-5127

When submitting your general permit registration, label your supporting documents as directed on your registration form and always include, on each document, the registrant's name. When additional space is necessary to answer a question stated in the registration, please attach additional sheets to the Registration Form. Label each sheet with the registrant's name as indicated on the *Registration Form*, along with the corresponding part number and question number indicated on the general permit registration form. You should retain a copy of all documents for your files.

Important Note: When filling out the registration form, you will encounter required fields highlighted in yellow. If you skip any of these fields, an error message will pop up and you will be brought back to the blank field. You can fill in the field or skip to another section at this point. However, all required fields must be filled to generate a signature page necessary for submission of this registration.

Part I: Registration Type and Registration Deadlines

Select the appropriate box to specify if the registration is for a *renewal* of an existing authorization under this general permit, a *new* registration under the General Permit, a *replacement* of an existing individual permit or registration, or a *modification* of an existing authorization under the General Permit. If the registration is for a renewal, provide an existing permit number and select whether or not you are a new operator of the industrial activity. If your activity has been formerly licensed by an individual permit, registration or other authorization, or if you are applying for a renewal or modification of an existing general permit authorization, please identify the previous or existing permit/authorization/registration number in the space provided. Note that stormwater discharges are typically authorized by a 9 digit permit/authorization/registration number starting with one of the following prefixes: GSI, CT, SP, or UIC.

For your specific type of registration, select the appropriate associated deadline for registration from the options listed in the drop down menu. All existing registrants must reregister by June 1, 2011. New registrants, registrants replacing coverage by another permit, or registrants modifying a registration must register: 1) ninety (90) days *prior to the initiation of the industrial activity or prior to conducting the proposed activity if an electronically Pollution Prevention Plans is not available*, or 2) sixty (60) days *prior to the initiation of the industrial activity or prior to conducting the proposed activity if an electronically Pollution Prevention Plans is available*.

If there are any changes or corrections to your company/facility or individual name, mailing or billing address or contact information, please complete and submit the [Request to Change Company/Individual Information](#) to the address indicated on the form. For any other changes, you must contact the specific program from which you hold a current DEP license. If there is a change in ownership, please contact the Permit Assistance Office for questions concerning license transfers at 860-424-3003.

Part II: Fee

A registration fee must be submitted for each registration you are submitting. Refer to the criteria below to determine the appropriate fee for your activity.

- A fee of \$250.00 must be submitted for:
 - Municipalities (50% discount of \$500 fee per CGS section 22a-6)
- A fee of \$500 must be submitted if:
 - your company employs fewer than fifty (50) employees statewide (excluding seasonal employees employed no more than 120 days in a year) **or** has gross annual sales of less than five (5) million dollars, or
 - Federal, or state operated industrial activity, or
 - you are a small scale composting facility (as defined in Section 2 of the general permit).
- A fee of \$1000 must be submitted if:
 - your company employs fifty (50) or more employees statewide (excluding seasonal employees employed no more than 120 days in a year) **and** has gross annual sales of greater than five (5) million dollars.

The registration will not be processed without the fee. The registration fee is non-refundable and shall be paid by check or money order payable to the Department of Environmental Protection.

Part III: Registrant Information

1. Registrant/Client Name:

- Provide the full, legal company/firm name. If identifying an entity registered with the Secretary of the State, fill in the name exactly as it is shown on such registration and provide the Secretary of State Business ID Number. If identifying an individual, provide the full legal name (include title and suffix) in the following format: Title (Ms, Dr, etc.); First Name; Middle Initial; Last Name; Suffix (Jr, Sr., II, III, etc.) .
- Select one of the following “*Registrant Types*” from the drop down: Individual, Business Entity, Federal Agency,

State Agency, or Municipality.

- Select one of the following If you are “*Business Types*” from the drop down: Corporations, Limited Liability Companies-LLC, Limited Liability Partnerships-LLP, Limited Partnerships-LP, Partnerships (General Partnerships-GP), Statutory Trusts, other (if other, specify type in the space provided) or N/A (non-applicable).
 - Provide your Secretary of the State business ID number (if applicable). This information can be accessed at [CONCORD](#).
 - Provide the mailing address including the street address, city/town, state, and zip code.
 - Provide a business phone number where the registrant’s contact person can be contacted during the daytime business hours.
 - Provide the name and title of the specific individual (Contact Person) within the company whom DEP may contact.
 - Provide an accurate company email address. The email address may be used for future correspondence from the DEP to your business.
 - If applicable, provide an additional phone number, other than the one provided as the “Business Phone”, where the contact person can also be contacted.
2. Select all that apply for the registrant's interest in property or facility at which the proposed activity is to be located. Industrial activity operators are required to register for this permit.
 3. If applicable, provide specific contact information for billing matters.
 4. If applicable, provide specific information for primary or on-site contacts.
 5. If applicable, provide specific contact information for consultants you have authorized as a consultant, engineer, attorney or other individual to act for you during the processing of this registration. Select one of the following consultant types from the drop down: Architect, Attorney, Biologist, Consultant, Engineer, Professional Engineer, Environmental Consultant, General Contractor, Surveyor, or other (if other, specify type in the space provided).

Part IV: Site Information

DEP strongly encourages all registrants to conduct a review of the following including Coastal, Natural Diversity Data Base and Aquifer Protection information as soon as possible to resolve any outstanding issues, where feasible, before submitting their general permit registration to DEP to ensure a more timely and efficient review of their general permit registration.

1. Name of Site:

Select whether or not the name of your site is the same as the *Registrant/Client Name*. Provide the site name, if different than the Registrant/Client name. This should be the name by which the site is commonly known and/or uniquely identified. The information given as the “Street Address or Location Description should be the address of the property at which the activity/proposed activity takes place. Include the street address and municipality. If the property does not have a street number, describe the location in terms of the distance and direction from an obvious landmark such as an intersection with another roadway, a bridge, or a river. For example, “on River Street, approximately 1000 feet north of its intersection with Bear Swamp Road.”

2. SIC Code:

The Standard Industrial Classification Code (SIC) of the company determines in part whether the company is subject to this general permit. (For additional information, refer to the definition of “industrial activity” in Section 2 of the General Permit). Because this number was originally used for federal financial reporting, consult your company’s accounting department to determine your code. A search of the Internet will also produce lists of SIC codes (which are four characters long). Provide a description of your SIC code category. If an appropriate SIC code for your activity does not exist, provide a description of your activity instead.

3. Small Composting:

Select if you are a small scale composting facilities (**composting horse manure and bedding only**). If so, you are automatically required to submit a pollution prevention plan with the Registration Form.

4. Location of Salt De-icing Materials Storage:

- a. Select “yes” if your site is located in a 100 yr floodplain, as defined and mapped under 44 CFR 59.
- b. Select “yes” if your site is located within 250 feet of a well utilized for potable drinking water supply or within a Level A aquifer protection area as defined by mapping pursuant to section 22a-354c of the Connecticut General Statutes.
- c. Select “yes” if you are proposing to authorize a stormwater discharge from a **new** road salt or de-icing materials storage facilities at the site in question.

Note: If you answered “yes” to question 4c *and also answered “yes” to either* 4a and/or 4b, you are **not** eligible to register under this permit. No new road salt or de-icing materials storage facilities shall be located within a 100-year floodplain as defined and mapped for each municipality under 44 CFR 59 st seq. or within 250 feet of a well utilized for potable drinking water supply or within a Level A aquifer protection area as defined by mapping section 22a-354c of the Connecticut General Statutes. Call DEP staff at 860-424-3018 to discuss other permitting options.

5. Stormwater Exposure to Mercury and Polychlorinated Biphenyls (PCBs):

- a. Select yes if there is exposure or the potential for exposure of your stormwater discharge to mercury.
- b. Select yes if there is exposure or the potential for exposure of your stormwater discharge to Polychlorinated biphenyls (PCBs).

If you answered “yes” to questions 5a or 5b, you may be required to conduct additional monitoring. Refer to [Impaired Waters Monitoring Requirements Table](#) for specific monitoring information for your site. Monitoring requirements are listed by Watershed ID # for facilities discharging to fresh water locations and 305 b ID # for facilities discharging stormwater into an estuary or directly into Long Island Sound. Refer to Part V, section 3 of these instructions for information on how to find your ID #.

6. Discharges to Ground:

If you have any stormwater point sources discharges to the ground via an infiltration structure, fill out Table 4 in Part V of the Registration Form.

For additional information visit:

water.epa.gov/type/groundwater/uic/class5/types_stormwater.cfm#what_is_a_storm

7. Indian Lands:

Select the appropriate box to specify if the facility is or will be located on federally recognized Indian lands.

8. Coastal Management Act Consistency:

Activities within the state's coastal area must be consistent with the Connecticut Coastal Management Act, i.e., sections 22a-90 through 22a-112 of the Connecticut General Statutes (CGS). You may be required to complete a *Coastal Consistency Review Form* (DEP-APP-004) to demonstrate that the activity is consistent with the standards and policies of the Connecticut Coastal Management Act.

To determine whether this requirement pertains to you, you must first determine if your activity is, or is proposed to be, located in either the coastal area or the coastal boundary.

- The *coastal area*, as defined in CGS section 22a-94 (a), includes the land and water within the following towns: *Branford, Bridgeport, Chester, Clinton, Darien, Deep River, East Haven, East Lyme, Essex, Fairfield, Greenwich, Groton (City and Town of), Guilford, Hamden, Ledyard, Lyme, Madison, Milford, Montville, New London, New Haven, North Haven, Norwalk, Norwich, Old Lyme, Old Saybrook, Orange, Preston, Shelton, Stamford, Stonington (Borough and Town of), Stratford, Waterford, West Haven, Westbrook, and Westport.*

- The *coastal boundary*, as defined in CGS section 22a-94(b), is a designated region within the coastal area. It is delineated on DEP-approved coastal boundary maps which are available for review at the DEP Office of Long Island Sound Programs (OLISP), the DEP File Room, and municipal offices of towns located in the coastal area. Copies of these maps may also be purchased from DEP Maps and Publications. The map can also be viewed at: www.lisrc.uconn.edu/.

Activities within the coastal boundary-

If your activity is, or is proposed to be, located in the coastal boundary, and you are applying for a new authorization under a general permit, you must select “**yes**” in the registration form, complete a [Coastal Consistency Review Form](#) (DEP-APP-004) and submit it with your registration as Attachment B. For assistance in completing the form, or if you have questions on this process, call the Office of Long Island Sound Programs at 860-424-3034.

For renewals or modifications of existing authorizations for activities located within the coastal boundary, you are not required to submit a *Coastal Consistency Review Form* with your initial registration materials. However, DEP may notify you that submission of this form is required to process your registration depending upon the specific activities to be conducted and their potential impact on coastal resources.

Activities outside the coastal boundary but within the coastal area-

For general permit registrations for activities located outside of the coastal boundary, but within a town in the coastal area, you should select “**no**” in the registration form. You are not required to submit a *Coastal Consistency Review Form* with your initial registration materials. However, DEP may notify you that submission of this form is required to process your registration depending upon the specific activities to be conducted and their potential impact on coastal resources.

9. Endangered or Threatened Species:

Section 26-310(a) of the Connecticut General Statutes states that each state agency, in consultation with the DEP commissioner, shall conserve endangered and threatened species and their essential habitats, and shall ensure that any activity authorized, funded or performed by such agency does not threaten the continued existence of any endangered or threatened species or result in the destruction or adverse modification of habitat designated as essential to such species.

Refer to “Requests for Natural Diversity Data Base State Listed Species Reviews” located on the DEP website at: www.ct.gov/dep/nddbrequest to determine if your activity is located within an area identified as a habitat for endangered, threatened or special concern species. Select yes or no to identify if your site is within these areas. If you select “yes”, submit a CT NDDB response and copies of any other correspondence to and from the NDDB, including a copy of the completed *Request for NDDB State Listed Species Review Form* (DEP-APP-007) with your registration as Attachment C.

10. Aquifer Protection Areas:

Aquifer protection areas are defined in CGS section 22a-354a through 22a-354bb and are the areas that contribute water to public water supply wells. Many towns within the state are required to establish Aquifer Protection Areas. Level A areas are final, regulated areas under the aquifer protection program. Level B areas are preliminary approximations of aquifer protection areas that have not yet been mapped to final standards, so the shape of the area may change when final mapping is completed. Level B maps provide an approximation of the Aquifer Protection Areas. Please review the list of towns, available on the DEP website, to determine if your site location is within one of these towns. If yes, check the appropriate map, also available on the DEP website, to see if the site is within the area identified on a Level A or Level B map. If your site location is within an area identified in a Level A or Level B map, you must determine if your activity may be regulated either by the local aquifer protection agency or the DEP aquifer protection program.

The following DEP link, [DEP Aquifer Protection Program](#), provides the list of towns and maps and information to determine if your activity may be regulated either by the local aquifer protection agency or the DEP Aquifer Protection Program. For further assistance, you may call the Aquifer Protection Program at 860-424-3020.

- Select yes on the registration form if your site is within a town with Aquifer Protection Areas.
- Select yes on the registration form if your site is within Level A or B maps.

11. Conservation or Preservation Restriction:

Select the appropriate box based on whether or not the subject site has a conservation or preservation restriction. Use local land records to obtain this information.

PART V: Stormwater Discharge Information

Table 1 – Outfall Information

An outfall is each point source discharge of stormwater from your site.

Provide information about each stormwater outfall found on the Site Map required by Section 5(c) (2) (D) (i) of the general permit.

1. Outfall Number:

Each outfall should have a distinct number identifier and should be listed as designated in your Pollution Prevention Plan. The outfall numbers listed in a renewal of an existing registration should be identical to those listed in previous registrations. As each number is added to the first table, the numbers will auto-populate in to the subsequent tables.

a) Type:

From the dropdown menu available, select the type of conveyance: pipe, swale, or other (if other, specify the type in the space provided).

b) Pipe Material:

From the dropdown menu available, select the material of the conveyance: concrete, metal, and clay, plastic, other (if other, specify the material in the space provided) or not applicable. If your discharge is not conveyed through a pipe, select “not applicable” here.

c) Pipe Size:

From the dropdown menu available, please select the size of the conveyance: 4”, 6”, 8”, 10”, 12”, 14”, 15”, 18”, 24”, or other (if other, specify the size in the space provided) or not applicable.

d) Latitude/Longitude:

A decimal format is required here for this table. If the latitude and longitude numbers given are outside of Connecticut’s boundaries, an error message will appear. If you used another method besides CT ECO and need to convert coordinates from degrees, minutes, seconds format to decimal format, use the formula below.

degrees + (minutes/60) + (seconds/3600)

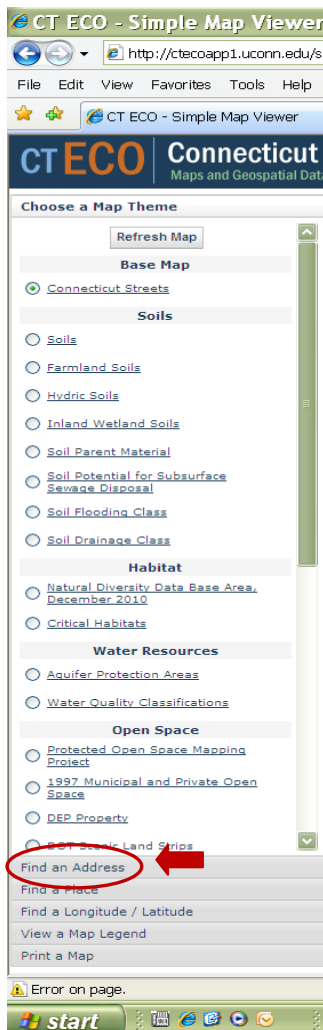
For example, to convert 42deg, 08min, 10sec into decimal format: $42 + (8/60) + (10/3600) = 42.1361$

Access the CT ECO webpage to find the latitude and longitude for each outfall at:

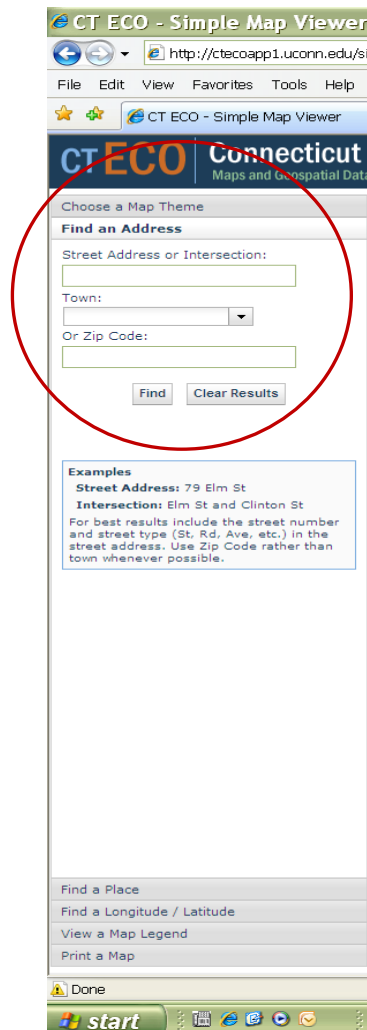
ctecoapp1.uconn.edu/simpleviewer/ezviewer.htm.

The following explains how to navigate CT ECO.

1. On this webpage, a map of Connecticut will appear on the screen. To the left of the map will be a large box that labeled at the top “Choose a Map Theme” (See Figure 1).
2. Under this map there are five grey boxes, click on the first box that reads “Find an Address”.
3. Fill in the address and town or zip code of the site location and select find (See Figure 2).



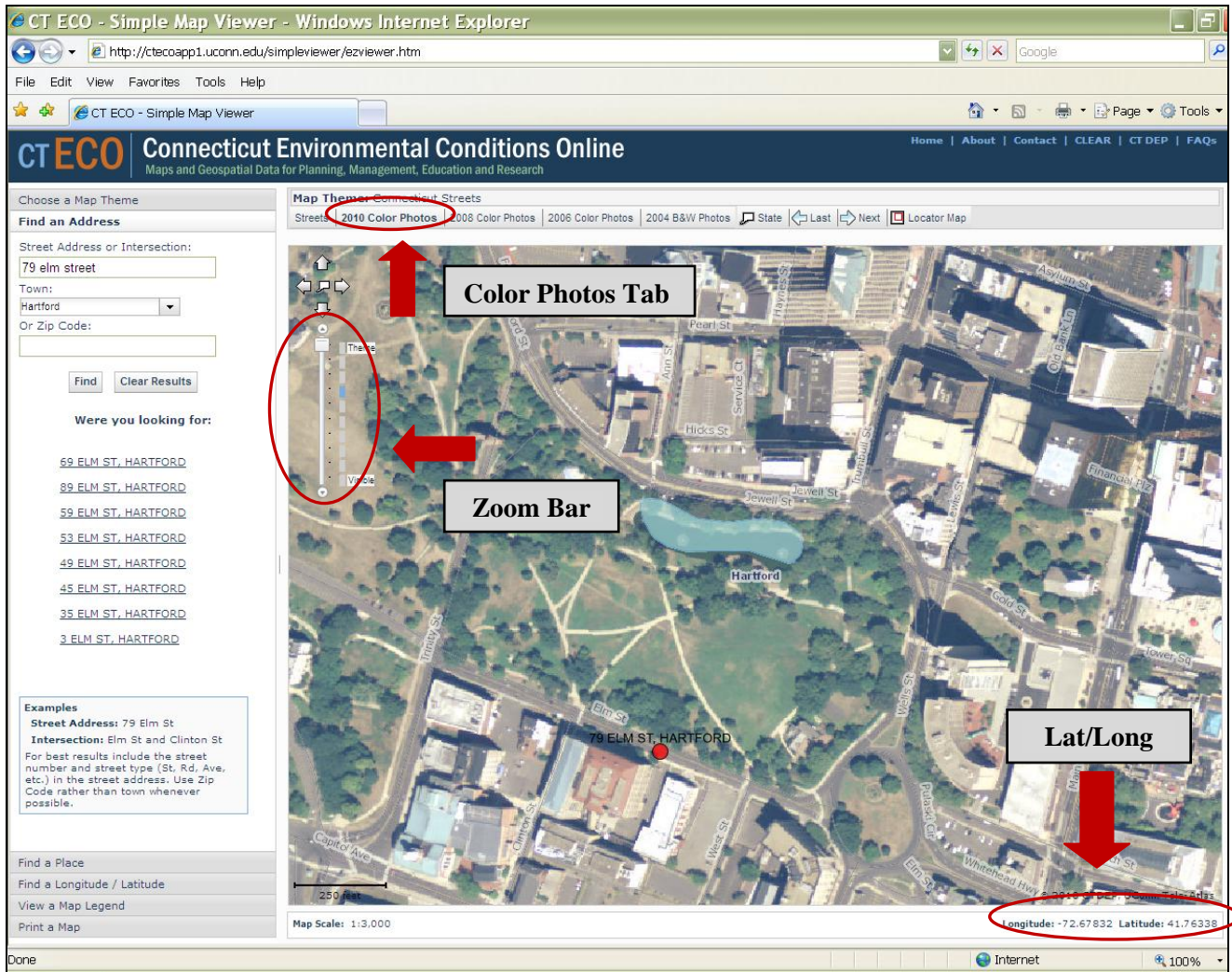
(Figure 1)



(Figure 2)

4. To find your outfall location, first select the “2010 Color Photos” tab located in the top left hand corner, under “Map Theme” and to the right of “Streets” tab (Figure 3).
5. Use the zoom bar located in the top left hand corner. To zoom in closer, move the white box upward and to zoom out, move it downward. Zoom in to map scale 1:3,000, so that you can approximate the location of your outfall(s).
6. Hold the cursor over each outfall location and note the latitude/longitude coordinates found at the bottom right hand corner of the page.

(Figure 3)



e) Select which method was used to obtain your latitude/longitude information: CT ECO, GPS, or other.

2. Table 2 – Discharges to Non-fresh Tidal Wetlands

Identify if your stormwater discharges within 500 feet of non-fresh tidal wetlands and, if necessary, that the appropriate stormwater retention on site is provided. Information about tidal wetlands can be found at: www.ct.gov/dep/cwp/view.asp?a=2698&q=322898&depNav_GID=1707.

Additional documentation as outlined in Section 5(a) (1) of the general permit must be submitted with your registration if the required stormwater retention cannot be achieved on site.

3. Table 3 - Receiving Waters

You must determine if your discharge is to impaired waters to meet the requirements of Sections 3(b) (9), 5(g), and 5(e) (1)(D) of the *general permit*. Instructions follow on how to fill out this section to determine your site's watershed and whether your stormwater discharges to impaired waters.

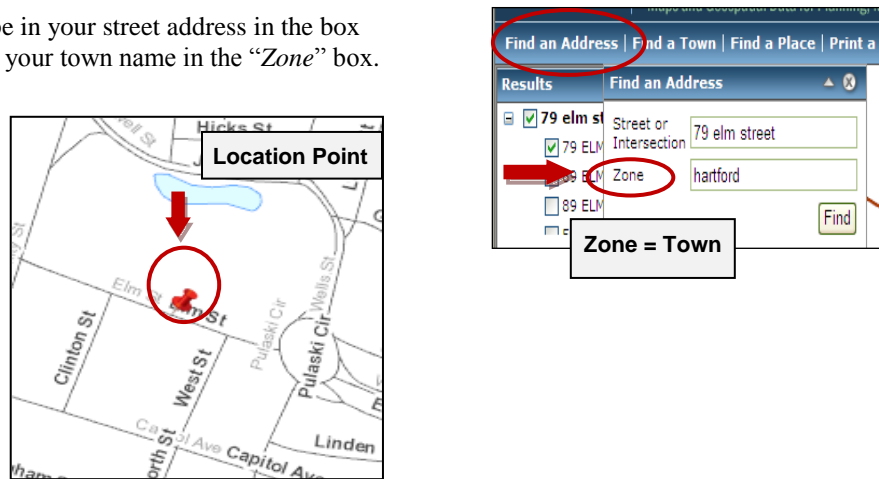
In the first column of the table, list the outfall number of the discharge and the location of your stormwater discharge.

- a) Select one of the following, a Municipal Separate Storm Sewer System (MS4) or wetlands/watercourse.
- b) To find the ID #'s asked for in section b of table 3, follow the instructions given below step by step. Each outfall number may have a different ID number. Each ID number will be based on your outfall location. Provide a **Watershed ID #** for facilities discharging to **fresh water** locations and a **305 b ID #** for facilities discharging stormwater into an **estuary or directly into Long Island Sound**.

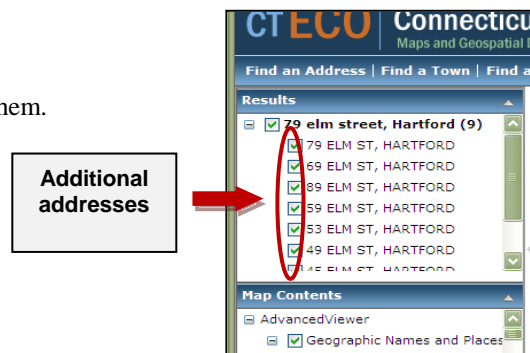
The following instructions identify how you can find your local Watershed ID Number and your 305 b ID #:

1. Go to the CT ECO website: www.cteco.uconn.edu/
2. Once on this website, look under the first column, CTMAPS, and select “Advanced Map Viewer”.
3. On the next screen, select your first option, “Open Advanced Map Viewer”. Once this button is selected, a map of Connecticut will open in your browser.
4. Select “Find an Address” and type in your street address in the box titled “Street or Intersection” and your town name in the “Zone” box.

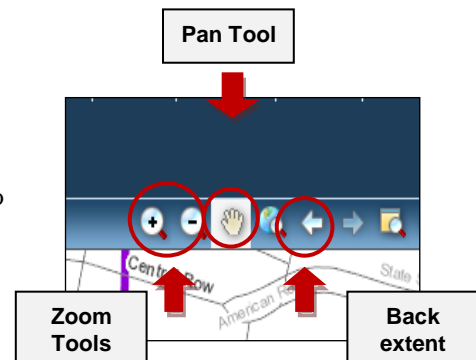
Once you select “Find”, CT ECO will place a red pushpin on the map at your location.



5. The “Results” section contains the results of your search. If other unwanted addresses show up on the list here, unselect them.

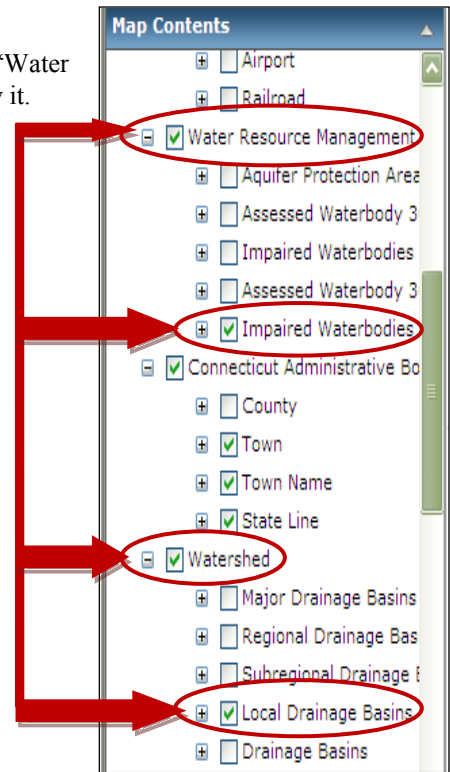


6. To adjust the map, use the “pan” and “zoom” tools in the top right corner of the page. Zoom in until local features are visible such as streets and roads. If you zoom too far select the “back extent” arrow to go back to the previous view. To move the map, use the pan tool to grab and adjust.



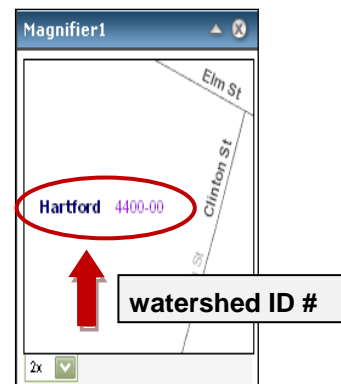
- In the “Map Contents” section on the left side of the screen, scroll down to “Water Resource Management” select this and “Impaired Waterbodies 2008” below it. Also scroll to find “Watershed”, select “Watershed” and “Local Drainage Basins” below that.

Select these 4 boxes



For facilities discharging to fresh water locations:

- Use the magnifier tool at the top of the page to help find the watershed ID number. Once you select the magnifier tool symbol, grab the top blue section of the box and drag the box so that it appears over your site, and then release.
- The hyphenated six digit purple number in the box is the watershed ID number that you will report on the registration form.



Report ID # in this section of the form

<p>What is the receiving water(s)/wetland(s) that discharges through the Municipal Separate Storm Sewer System?</p>	
<p>b) What is your watershed ID (freshwater) or 305b ID (Estuary)? (Section 3.b. of the instructions DEP-PED-INST-14 explains how to find this information)</p>	<p>c.1) Is water impaired?</p>
<p>[Redacted]</p>	<p><input type="checkbox"/></p>
<p>[Redacted]</p>	<p><input type="checkbox"/></p>
<p>[Redacted]</p>	<p><input type="checkbox"/></p>
<p>[Redacted]</p>	<p><input type="checkbox"/></p>

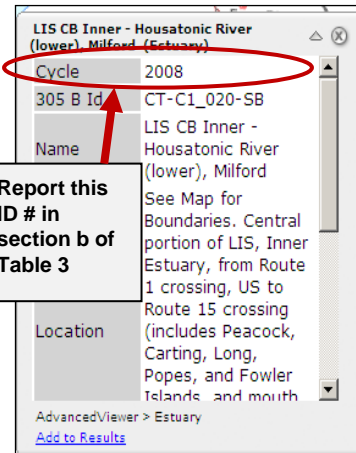
For facilities discharging into an estuary or directly into Long Island Sound:

1. Select the “Map Identify” tool in the top right corner.

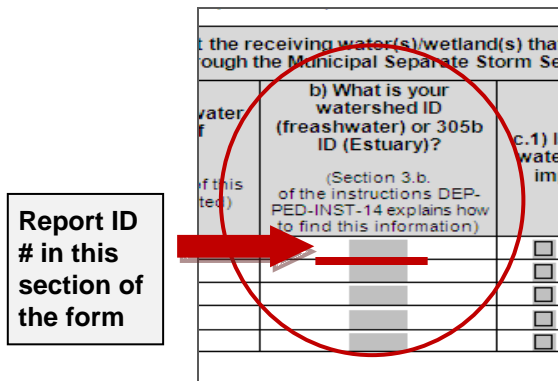


2. Select the cursor on the waterbody your stormwater discharges into. A grey box will appear.

3. Select the grey down arrow on the grey box to view all the information provided. If there are two grey arrows choose the one on the right, closest to the x. Your “305 b ID” number will be within this information. The 305 b ID number starts with CT followed by a ‘C’ for Central, a ‘E’ for East or a ‘W’ for West referring to the location along the shore. The numbers 1-4 after this letter indicate the location from shore: 1’s are estuaries, 2’s are shore locations, 3’s are midshore, and 4’s are offshore. Stormwater discharges will be close to shore, either a 1 or a 2.



4. This number will be used for Table 3, question b. of the registration form.



c.1 - c.2

To answer question c1-c2 on Table 3 of the registration form use the following list: [Impaired Waters Monitoring Requirements Table](#). This list is sorted by Waterbody ID (or 305 B ID) number. The 305 B ID is listed in its entirety. All the freshwater ID numbers start with CT followed by a four digit basin code then a hyphen; the other numbers represent stream and segment locations. Facilities discharging into impaired waterbodies may need to complete additional monitoring; information regarding this is available on the *Impaired Waters Monitoring Requirements Table*.

c.1

1. Scroll down the list to find your ID number. It may be listed more than once for different segments and different pollutants. If your waterbody is listed multiple times for different segments, try to determine which apply to your site by looking at the Waterbody Name in column ‘B’. Multiple stream segments along the same river frequently have the same impairments. If you have any questions please email Carol Papp at: carol.papp@ct.gov.
2. If your Waterbody ID or 305 B ID is not listed here then you do not discharge into a waterbody known to be impaired and you should select “NO” for c.1 and skip c.2. However, the first two rows on the list are TMDLs for Mercury and Nitrogen that apply to all surface water discharges anywhere in the state. All facilities that discharge stormwater to a surface water are subject to the requirements of these TMDLs.

c.2

1. Within column E, “Approved TMDL,” of the Impaired Waters Monitoring Requirements Table, confirm whether a Total Maximum Daily Load (TMDL) has been approved for your receiving waterbody.
2. If a TMDL has been approved under column E, select “YES” for c.2. or “NO” if it has not. Also if yes, column F (Impaired Waters Monitoring) lists what (if any) additional monitoring needs to be done to comply with the permit. Column G (Frequency) informs how often monitoring needs to be done. Many of the impairments listed are caused by pollutants that are already required monitoring at your facility. If your facility discharges into an impaired waterbody (a waterbody on this list) you can still receive an exemption from monitoring that pollutant however the exemption is different. Please refer to Section 5D of the Industrial Stormwater General Permit, Section 5(e) (D) (i) explains discharges to an impaired water **without** a TMDL and Section 5(e) (D) (ii) explains discharges to an impaired water **with** a TMDL.

4. Table 4

Table 4 must be filled out **ONLY** if you have a discharge to the ground via an infiltration structure. Provide information about any stormwater discharge(s) to the ground through Class V stormwater drainage wells. Note that this permit does not authorize discharges to the ground. This information is for informational purposes only. For additional information on Class V wells visit: water.epa.gov/type/groundwater/uic/class5/types_stormwater.cfm#what_is_a_storm

Part VI: Pollution Prevention Plan Availability

Indicate if the site Pollution Prevention Plan (“Plan”) required by Section 5(c) of the *general permit* is available for public viewing.

- If an electronic Plan exists, select the first box and provide an internet address (URL) for the Plan. Also, provide a valid email address of the contact person to which any questions on the Plan can be directed.
- If an electronic Plan does not exist, select the second box. If DEP receives a request to review your Plan, DEP staff will inform your site contact person by telephone, electronic mail, or mail.

Part VII: Confidential Information in the Pollution Prevention Plan

Indicate if you will be withholding certain confidential information from the public. You’ll find instructions for Plan confidentiality in Part VII of the Registration Form.

Part VIII: Registrant Certification

After the registration has been completed it must be reviewed for completeness and signed by both the registrant and the individual(s) who actually prepared the registration, (e.g. consultants, professional engineers, surveyors, soil scientists, etc.). By their signature, they certify that, to the best of their knowledge and belief, the information contained in the registration, including all attachments, is true, accurate and complete.

The certification of the registration package shall be signed as follows:

1. For an individual(s) or sole proprietorship: by the individual(s) or proprietor, respectively;
2. For a corporation: by a principal executive officer of at least the level of vice president, or his agent;
3. For a limited liability company (LLC): by a manager, if management of the LLC is vested in a manager(s) in accordance with the company’s “Articles of Organization”, or by a member of the LLC if no authority is vested in a manager(s);
4. For a partnership: by a general partner;
5. For a municipal, state, or federal agency or department: by either a principal executive officer, a ranking elected official, or by other representatives of such registrant authorized by law.

A registration will be considered insufficient unless all required signatures are provided.

Part IX: Supporting Documents

A list of attachments required to be submitted with this registration will be automatically generated based on the information you provide in the e-form and listed on the Supporting Documents/ Summary page. Each attachment on the list is required to be submitted with this registration form. When submitting any supporting documents, please label the documents as indicated below (e.g., Attachment A, etc.) and be sure to include the registrant's name as indicated on the registration form.

Attachment A: United States Geological Survey (USGS) Quadrangle Map

Submit, a 8 ½" x 11" copy of the relevant portion of a USGS Quadrangle Map, at a scale of 1:24,000, indicating the exact location of the project site and proposed activities.

The quadrangle name should be noted on the copy of the map submitted. See Figure [A] at the end of these instructions for an example of how a USGS map must be labeled when submitted.

DEP will use this map to enter your project location into its Geographic Information System (GIS). It is important that you accurately locate the project site and proposed activities because the GIS generates natural resource information relevant to your site. An inaccurate description of the project location may delay the processing of your registration.

Attachment B: Coastal Consistency Review Form

Activities within the state's coastal area which includes the coastal boundary must be consistent with the Connecticut Coastal Management Act (CGS sections 22a-90 through 22a-112). You may be required to complete a *Coastal Consistency Review Form* (DEP-APP-004) to demonstrate that the activity is consistent with the standards and policies of the Connecticut Coastal Management Act.

Attachment C: CT NDDDB Information

Submit copies of any correspondence provided to or received from the CT NDDDB program, including a copy of a completed *CT NDDDB State Listed Species Review Form* (DEP-APP-007) as explained in Part IV, Item 9 of these instructions.

Attachment D: Conservation or Preservation Restriction

If the property is subject to a conservation or preservation restriction, submit proof of a written notice of this registration to the holder of such restriction or a letter from the holder of such restriction verifying that this registration is in compliance with the terms of the restriction. Use local land records to obtain this information.

Attachment E: Tidal Wetlands

Submit documentation regarding discharges with 500 feet of a tidal wetland, which is not a fresh-tidal wetland.

Attachment F: Site Plan or Pollution Prevention Plan

Small scale composting facilities (composting horse manure and bedding only) are automatically required to submit a pollution prevention plan with the Registration Form. Other small scale composting facilities are not required to submit a Pollution Prevention Plan with the Registration Form.

Available Resources:

Below is a list of possible resources for specific information required for this registration. Be sure to also check the DEP website, www.ct.gov/dep and your local town hall or library for maps and other reference materials.

Both the DEP Maps and Publications 860-424-3555 and the DEP File Room 860-424-4180 are located on the store level at 79 Elm Street, Hartford, CT. Please call the appropriate office in advance for hours of operation.

For general assistance regarding stormwater and all wastewater discharges, contact the Water Permitting and Enforcement Division at 860-424-3018.

For the subject general permit, registration form, instructions and other required documents visit the DEP website at: www.ct.gov/dep/permits&licenses

- Coastal Boundary Areas: Town Hall and/or DEP Maps and Publications; "Coastal Boundary Map". Additional information: Office of Long Island Sound Programs: 860-424-3034
- Coastal Resource Maps: Town Hall and/or DEP Maps and Publications 860-424-3555
- USGS Topographic Quadrangle Map: (USGS) [Topographic Quadrangle Map: \(www.ct.gov/dep/gis\)](http://www.ct.gov/dep/gis); DEP Maps and Publications, 860-424-3555, or USGS Office, 303-202-4700, or US Geological Survey, Western Distribution Branch, Box 25286, Denver Federal Center, Denver, CO 80225 (sells USGS maps and publications) www.usgs.gov
- DEP's Environmental Equity Policy, Environmental Justice Program, Environmental Justice Public Participation Guidelines: 860-424-3044 www.ct.gov/dep/environmentaljustice
- Tidal Wetland Boundary Maps: DEP Maps and Publications 860-424-3555 www.ct.gov/dep/gisdata
- Coastal Policies and Use Guidelines (Planning Report 30): DEP OLISP 860-424-3034
- Wetlands of Connecticut: DEP Maps and Publications 860-424-3555
- National Wetland Inventory Maps: DEP Maps and Publications 860-424-3555
- 2002 Connecticut Guidelines for Soil Erosion and Sediment Control www.ct.gov/dep/soilerosionsedimentcontrol
- Drainage Basins: DEP Maps and Publications, "Natural Drainage Basins in Connecticut", 1988; www.ct.gov/dep/gis
- Land Conservation Areas: Town Hall and/or DEP Maps and Publications; "Open Space Map"
- State and federal statutes and regulations are available for review at various locations:

On the web:

- State Statutes: www.cga.ct.gov/asp/menu/Statutes.asp
- DEP website for Statutes and Regulations: www.ct.gov/dep/laws-regs
- US EPA website for Federal Laws, Regulations (Code of Federal Regulations; CFR), Policy, Guidance and Legislation: www.epa.gov/lawsregs

Book Format:

- State Library (Hartford)
- University Law Schools (UConn-Hartford, Yale)
- Superior Courthouse Libraries (located throughout the state)
- Town Halls and Libraries (statutes)

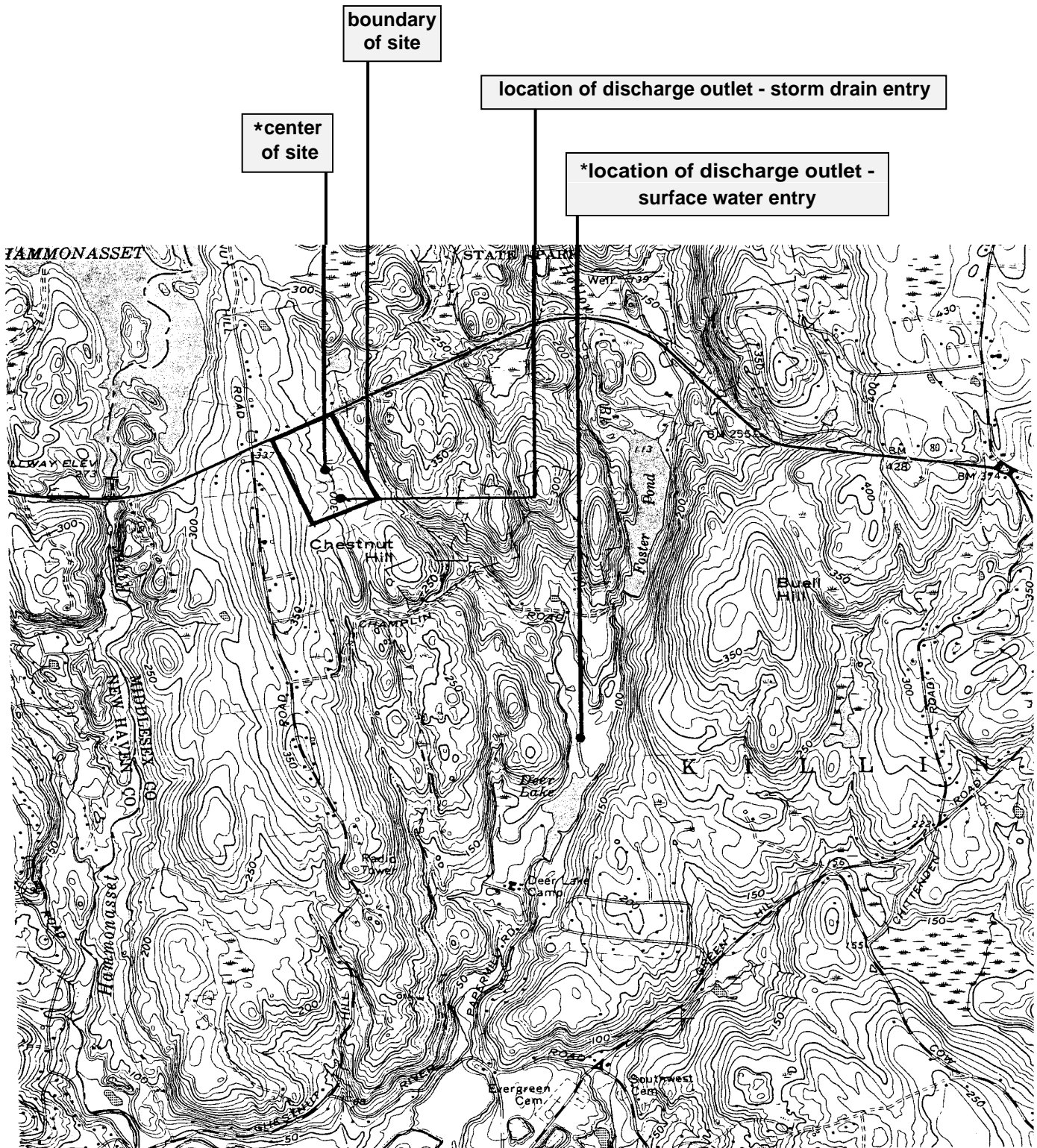
The Department of Environmental Protection is an affirmative action/equal opportunity employer and service provider. In conformance with the ADA, DEP makes every effort to provide equally effective services for persons with disabilities. Individuals with disabilities who need information in an alternative format to allow them to benefit and/or participate in the agency's programs and services, should call 860-424-3051 or 860-418-5937, or e-mail the ADA Coordinator, at dep.aoffice@ct.gov. Persons who are hearing impaired should call the State of Connecticut relay number 711.

Figure A: "ABC Manufacturing-Site and Stormwater Discharge Information"

USGS Quadrangle Map: Clinton

Map Scale: 1:24,000 (1"=2,000')

* Please include Latitude and Longitude for these locations in your application.



Complete URL Links Found in General Permit Registration:

Part I:

“My permit status”

www.ct.gov/dep/lib/dep/water_regulating_and_discharges/stormwater/Stormwater_Application_Report.pdf

DEP staff email address

DEP.stormwaterstaff@ct.gov

Request change

www.ct.gov/dep/cwp/view.asp?a=2709&q=324218&depNav_GID=1643

Part III:

1. The Secretary of the State - Concord

www.concord-sots.ct.gov/CONCORD/index.jsp

Part IV:

5 a. and 5b. Impaired Waters Monitoring Requirements Table.

Link for exposure to mercury and PCB

www.ct.gov/dep/lib/dep/permits_and_licenses/water_discharge_general_permits/Impaired_Waters_Monitoring_Requirements_Table.pdf

8. Coastal Boundary

www.lisrc.uconn.edu/

9. Endangered Species: Natural Diversity Data

www.ct.gov/dep/endangeredspecies

10. Aquifer Protection Areas

www.ct.gov/dep/aquiferprotection

Part V:

Table 1. d) Latitude and Longitude - CT ECO Simple Viewer

ctecoapp1.uconn.edu/simpleviewer/ezviewer.htm

Table 4. EPA Ground Water Class V

water.epa.gov/type/groundwater/uic/class5/types_stormwater.cfm#what_is_a_storm