



Salt Lake City Department of Public Utilities
Storm Water Division
1530 S. West Temple
Salt Lake City, Utah 84115

Stormwater Discharge Permit for Construction Activities
Notice of Intent
CITY-OWNED PROJECTS

Date Received (internal SLCDPU only): _____

Permit No. (PUT#) (internal SLCDPU only): _____

Expiration Date (internal SLCDPU only): _____

Notice of Intent (NOI) to be covered under a City Discharge Permit for Storm Water Discharges Associated with Construction Activities under the Salt Lake City Multiple Separate Storm Sewer System (MS4) UPDES Permit UTS000002. This permit is required for projects with a land disturbance of greater than or equal to one acre, including projects less than one acre of disturbance that are part of a larger common plan of development or sale which will collectively disturb at least one acre of land.

Storm Water Pollution Prevention Plan SWPPP requirements can be found in the UPDES Construction General Permit (U-CGP). A copy of the full U-CGP document and other resources may be downloaded at <https://deq.utah.gov/water-quality/general-construction-storm-water-updes-permits>.

Submission of this Notice of Intent constitutes the understanding that the party(s) identified in Section I of this form intend(s) to be **authorized under Salt Lake City's Storm Water Discharges Construction Activities permit (SW#) for one year; with a requirement for annual renewal to maintain coverage beyond the expiration date show on this form**. Becoming a Permittee obligates such discharger to comply with all the terms and conditions of Salt Lake City's Storm Water Ordinance Title 17.84 and the State of Utah (UPDES) Construction General Permit..

Ground disturbing and construction activities shall not commence until: (1) the Owner/Operator have received a SLC Construction Activities Permit (PUT#) with all fees paid, (2) Best Management Practices (BMPs) have been installed per the approved SWPPP, (3) a SWPPP Pre-Construction meeting with the SLCDPU Stormwater Quality (SWQ) Team has been completed, and (4) an initial inspection of the site's installed BMPs has been completed by SWQ staff which demonstrates full compliance with the project's SWPPP. To schedule the SWPPP Pre-Construction Meeting and Initial Inspection, please contact the SLCDPU SWQ Team at Stormwaterquality@slc.gov.

All fields must be legibly filled out in type or print in black/blue ink (refer to pages 3, 4, and 5 for details and instructions)

I. OWNER INFORMATION:

Name (Parcel Owner): _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Person (Owner Signatory): _____ Phone: _____

Email: _____

OPERATOR INFORMATION (if different from Owner):

Company (Operator): _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Person (Operator Signatory) _____ Phone: _____

Email: _____

If you have more co-permittees than space allows on this form, please use back of page.

II. SITE INFORMATION:

Name (Site/Project): _____

Address: _____

City: _____ State: _____ Zip: _____

Site Contact Person: _____ Phone: _____

Email: _____

III. SWPPP COORDINATOR:

Name of the contact person responsible for overseeing implementation and coordination of the SWPPP on behalf of the Owner/Operator if different from the Owner/Operator contact:

Name: _____ Company: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____



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IV. TYPE OF CONSTRUCTION

Identify the type of construction (check all that apply):

- ☐ Residential ☐ Commercial ☐ Industrial ☐ Road
☐ Bridge ☐ Utility ☐ Contouring, Landscaping
☐ Other: _____

V. BEST MANAGEMENT PRACTICES

Identify the best management practices (BMPs) proposed for the site and date of implementation:

- ☐ Silt Fences/Other ☐ Inlet protection ☐ Track out ☐ Sweeping
☐ Sediment ponds ☐ Berms/ditches ☐ Mulching/Geotextiles
☐ Seeding/preservation of vegetation ☐ Other: _____

Date of initial installation: _____

VI. ESTIMATED DATES OF CONSTRUCTION & AREA OF DISTURBANCE:

Start Date: _____

Estimated Completion Date: _____

Estimated area to be **disturbed** (in acres): _____

VII. STORM WATER POLLUTION PREVENTION PLAN: A storm water pollution prevention plan (*SWPPP*) is required to be developed, submitted, and approved before the *NOI* will be issued. Storm Water Pollution Prevention Plan *SWPPP* requirements can be found in the UPDES Construction General Permit for Construction Activities Permit (*U-CGP*). A copy of the UPDES permit may be downloaded from the internet at: <https://deq.utah.gov/water-quality/general-construction-storm-water-updes-permits>

Additionally, a *SWPPP* template has been provided by the state of Utah (DWQ) which meets the requirements of the *U-CGP*: <https://deq.utah.gov/water-quality/general-construction-storm-water-updes-permits>

☐ *SWPPP* on file with SLCDPU (if not, the *SWPPP* is not compliant until approved by SLCDPU)

VIII. RECEIVING WATERS OF THE STATE:

Identify the first downstream Waters of the State of Utah (which includes canals) that receive storm water discharges from the project's Construction activities:

- ☐ Emigration Creek ☐ Parleys Creek ☐ City Creek ☐ Jordan River-2 ☐ Jordan River-3
☐ Red Butte Creek ☐ Other: _____

Approximate distance from receiving waters identified: _____

****If the applicant is not certain of the receiving water, please contact stormwaterquality@slc.gov****



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IX. CERTIFICATION

I certify under penalty of law that I am duly authorized to sign this NOI, and that I have read and understand the Part 1 eligibility requirements for coverage under the U-CGP for storm water discharges from construction activities. I further certify that to the best of my knowledge, all discharges and BMPs that have been scheduled and detailed in a storm water pollution prevention plan will satisfy requirements of this permit. I understand that continued coverage under this permit is contingent upon maintaining eligibility as provided herein.

I certify under penalty of law that this document and all attachments were prepared under the direction or supervision of those who have placed their signature(s) below, 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 and imprisonment for knowing violations.

Operator: (name and signature of the **Operator** from first page)

Printed Name: _____

Signature: _____

Date: _____

Fee: Amount of Permit Fee Enclosed: \$ _____

Who must file for a Notice of Intent (NOI) form?

Operator: The party that has the day-to-day operational control of the project and site activities and ensures compliance with this permit.

Where to file Notice of Intent (NOI) form:

The NOI form must be submitted concurrently with the project SWPPP for review, approval, and processing. Please submit the NOI form with the SWPPP through the platform you are using for the SWPPP review: ProjectDox or the Public Utilities Public Access Portal. Instructions for fee payment will be provided upon receipt and processing of the NOI.

For questions or concerns, please email PUDevServ@slc.gov or call the Development Services office at **801-483-6727**.

Permit Application Fees: \$132

MAKE CHECKS PAYABLE TO: Salt Lake City Department of Public Utilities

Initial Inspection Fee: \$132.00

Re-Inspection Additional Fee: \$44.00

Annual Renewal Fee: \$132.00 (using supplied NOI-Renewal form)

****NOI-Renewal form can be downloaded from <https://www.slc.gov/utilities/stormwater/stormwater-2/>****



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Beginning of coverage:

Coverage under the SLC Storm Water Construction Activities Permit is immediate after a Public Utilities Permit (*PUT* number) is issued, application fees are paid, and this *NOI* is signed and included in the project's SWPPP, at which time this completed *NOI* form becomes your *Salt Lake City Storm Water Construction Activities Permit*.

Ground disturbing and construction activities shall not commence until:

- (1) the Operator has received an SLC Storm Water Construction Activities Permit Number (*PUT* #) and paid all assessed fees,
- (2) Best Management Practices (*BMPs*) have been installed per the approved SWPPP,
- (3) a SWPPP Pre-Construction meeting with the SLCDPU Stormwater Quality Team has been completed, and
- (4) an initial inspection of the site's installed *BMPs* has been completed which demonstrates full compliance with the project's SWPPP.

To schedule the Pre-Construction Meeting and Initial Inspection, please contact the SLCDPU Stormwater Quality team at Stormwaterquality@slc.gov.

A copy of the current *SWPPP*, *U-CGP*, State *NOI* and this City *NOI* shall remain on site throughout the course of the project.

Duty to Comply:

By accepting this Permit the Permittee(s) must comply with all conditions of the *UCGP* and this Permit. Any Permit noncompliance constitutes a violation and is grounds for escalating enforcement.

Inspections will be performed throughout the duration of the project. Penalties will be assessed for permit/ordinance violations, in compliance with Utah Code 19-5-108.3.

Notice of Termination (*NOT*):

Upon completion of construction activities, the site must be stabilized (see the *U-CGP* for final stabilization requirements) and post-construction *BMPs* installed according to the stamped engineering plans.

The *NOT* form must be completely filled out and submitted to SLCDPU, all fees and penalties must be paid, all temporary *BMPs* must be removed, and a final site inspection (scheduled with the SLCDPU stormwater quality inspector) must be completed before the project can be terminated.

Penalties for Violations of Permit Conditions:

Penalties will be determined using the:

- Administrative Fines Schedule (per Utah Code [19.5.108.3\(7\)\(a-h\)](#))



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Instruction for filling out the NOI**

SECTION I – PROJECT/SITE OWNER/OPERATOR INFORMATION

The Owner is typically the property owner: Salt Lake City Corporation. This section must be completely filled out with the legal name(s) of the person(s) that is responsible for the construction activity being performed; in most cases this will be the Project Manager.

The Operator is typically the general contractor responsible for day-to-day site operations including the implementation of the *SWPPP*, and coordination with the inspector(s).

SECTION II - PROJECT/SITE LOCATION INFORMATION

Enter the official or legal name and project number (if any) and complete street address, including city, state and ZIP code. If the project or site lacks a street address, indicate the approximate location providing the nearest cross street address.

SECTION III - TYPE OF CONSTRUCTION

Check each type of construction that applies to this application.

SECTION IV – BEST MANAGEMENT PRACTICES

Check each type of BMP that will be used to control storm water runoff at the job site.

SECTION V - ADDITIONAL INFORMATION REQUIRED

Enter the project start date and the estimated completion date for the entire development plan. Provide an estimate of the total area on which soil will be disturbed.

SECTION VI - CERTIFICATION

The operator must sign this form.

State statutes provide for severe penalties for submitting false information on this application form. City ordinance requires this application to be signed as follows:

For a corporation: by a responsible corporate officer, which means: (i) president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions, or (ii) the manager of one or more manufacturing, production, or operating facilities employing more than 250 persons or having gross annual sales or expenditures exceeding \$25 million, if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures;

For a partnership or sole proprietorship: by a general partner or the proprietor; or

For a municipality, state, federal, or other public facility: by either a principal executive officer or ranking elected official.