



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

**Industrial Activities Discharge Permit – Notice of Intent**

**Date Received** (internal SLCDPU only): \_\_\_\_\_

**PUT Permit No** (internal SLCDPU only): \_\_\_\_\_

**ALL NECESSARY INFORMATION MUST BE PROVIDED ON THIS FORM**

Notice of Intent (NOI) for Storm Water Discharges Associated with **Industrial Activities** Under the Salt Lake City Municipal Separate Storm Sewer System (MS4) UPDES Permit UTS000002 for all new and existing point source discharges of storm water to waters of the state that are associated with industrial activity identified under the coverage sections contained in Appendix I of the UPDES Multi-Sector Permit (MSGP) for Storm Water Discharges Associated with Industrial Activities.

Storm Water Pollution Prevention Plan (SWPPP) requirements can be found in the permit document for the UPDES MSGP for Storm Water Discharges Associated with Industrial Activities. (MSGP# \_\_\_\_\_). A copy of the UPDES permit may be downloaded from the internet at <https://deq.utah.gov/water-quality/general-multi-sector-industrial-storm-water-permit-updes-permits>.

Submission of this Notice of Intent (NOI) constitutes the understanding that the party(s) identified in Section I of this form intends to be authorized under Salt Lake City’s Storm Sewer Industrial Discharge (SSID) Permit. 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, the MS4 UPDES Permit issued to Salt Lake City (UTS000002), and the State of Utah UPDES Multi-Sector General Permit (MSGP) for Storm Water Discharges Associated with Industrial Activities, including annual inspections and maintenance of post construction BMPs (if such infrastructure exists at the facility).

**All fields must be eligibly filled out in type or print in black/blue ink  
(refer to pages 4, 5 and 6 for details and instructions)**

**I. OWNER INFORMATION:**

Name (Owner): \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Contact Email: \_\_\_\_\_

**OPERATOR INFORMATION:** (only fill out if Operator is different from Owner)

Name (Operator): \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

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

**II. SITE INFORMATION:**

Facility Name: \_\_\_\_\_  
 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: \_\_\_\_\_



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

**IV. SECTOR IDENTIFICATION:**

Standard Industrial Classification (SIC) or Designated Activity Code:

Primary: \_\_\_\_\_ Secondary: \_\_\_\_\_

Primary MSGP Sector Identification: \_\_\_\_\_

Secondary MSGP Sector Identification: \_\_\_\_\_

If there are any applicable Co-Located Sectors:

Co-Located Sector: \_\_\_\_\_ Co-Located SIC Code: \_\_\_\_\_

Co-Located Sector: \_\_\_\_\_ Co-Located SIC Code: \_\_\_\_\_

Co-Located Sector: \_\_\_\_\_ Co-Located SIC Code: \_\_\_\_\_

**V. STORM WATER POLLUTION PREVENTION PLAN:**

A storm water pollution prevention plan (SWPPP) is required to be developed, submitted, and approved before the SLC SSID Permit will be issued.

SWPPP on file with SLCDPU

**VI. RECEIVING WATERS OF THE STATE:**

Identify the Waters of the State of Utah identified under Salt Lake City's MS4 permit that receive storm water discharges near the industrial activities site:

Emigration Creek     Parley's Creek     City Creek     Jordan River

Red Butte Creek     Other: \_\_\_\_\_

Approximate distance from receiving water identified: \_\_\_\_\_

**VII. 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 MSGP for storm water discharges from industrial 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.*

*(signatory lines on next page)*

**Industrial activities exposed to storm water shall not commence until the Owner and Operator have received an SLC Storm Sewer Industrial Discharge Permit Number (SSID#) and Public Utilities Permit Number (PUT#), and Best Management Practices (BMPs) have been installed per the approved SWPPP.**



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

**Owner:** (print name and signature of the Owner from first page)  
 Printed Name: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

**Operator:** (print name and signature of the Operator from first page, if different from the Owner)  
 Printed Name: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

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

The owner or operator of an Industrial facility that has coverage under the UPDES Multi-Sector General Permit for Storm Water Discharges Associated with Industrial Activities; however, both must sign the NOI. Coverage under the UPDES MSGP is typically required for industrial facilities such as manufacturing facilities, mining operations, landfills, steam electric plants, automotive recyclers, waste and metal recycling, larger wastewater treatment plants, and transportation facilities. Coverage is usually based on the facility’s Standard Industrial Classification (SIC) code or activities on site.

- (a) Owner: The party that owns/leases the land on which the industrial activities occur and has ultimate control over the facility, OR
- (b) Operator: The party that has the day-to-day operational control of the facility and site activities and ensures compliance with this permit.

**Where to file Notice of Intent (NOI) form:**

*If submitting electronically:* Submit NOI form to [stormwaterquality@slcgov.com](mailto:stormwaterquality@slcgov.com) (a fee will be invoiced once the form is processed).  
*If submitting hardcopy:* Send NOI form to the following physical address (a fee will be invoiced once the form is processed):

**Salt Lake City Corporation  
 Department of Public Utilities  
 Attention: SLCDPU Contracts Office  
 1530 South West Temple  
 Salt Lake City, UT 84115**

**Permit Application Fees: \$132**

**ONLINE PAYMENT WILL BE AVAILABLE BY CREDIT CARD ONCE FORM IS PROCESSED; IF REMITTING PAYMENT WITH A CHECK AT THAT TIME, MAKE CHECKS PAYABLE TO:**

Salt Lake City Department of Public Utilities

**Initial Inspection Fee: \$132.00  
 Re-Inspection Additional Fee: \$44.00  
 Quinquennial (5-Year) Permit Renewal Fee: \$132.00**



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

**Beginning of coverage:**

Coverage under the SLC Storm Water Industrial Activities Permit is immediate after a *Public Utilities Permit* number (PUT#) is issued, application fees are paid, this *NOI* is signed and included in the facility's SWPPP, an SLC *Storm Sewer Industrial Discharge Permit Number* (SSID#) is issued, and a Salt Lake City Storm Water Industrial Activities Permit letter is issued and saved in the facility's SWPPP.

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, The State of Utah UPDES Multi-Sector General Permit for Storm Water Discharges Associated with Industrial Activities, and the MS4 UPDES Permit UTS000002 including annual inspections and maintenance of post construction BMPs.

A copy of the *SWPPP*, *MSGP*, State *NOI*, *City NOI* and the *SSID Permit Letter* shall remain on site throughout the course of the industrial activities at the subject facility.

**Duty to Comply:**

By accepting this Permit, the Permittee(s) must comply with all conditions of the *MSGP* and this Permit. Any Permit noncompliance constitutes a violation and is grounds for escalating enforcement including but not limited to penalties, permit termination, revocation, or denial for permit renewal.

**Notice of Termination (NOT):**

An *NOT* form must be completely filled out, and all fees and penalties must be paid when industrial activity permit coverage and associated industrial activities are terminated.

**Penalties for Violations of Permit Conditions:**

Penalties will be determined using the

- *Single Event Violation Codes* (refer to Attachment I).
- *Utah Water Quality Act Civil Penalty Determination Chart* (refer to Attachment II)



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

## **Instruction for filling out the NOI**

### **SECTION I - FACILITY OPERATOR INFORMATION**

The Owner is typically the property owner, developer or business owner. This section must be completely filled out with the legal name(s) of the person(s), firms(s), public or organization(s) that is responsible for the industrial activity being performed. The Operator is typically the facility manager responsible for day to day site operations including the implementation of the *SWPPP*, and coordination with the inspector(s). The owner and the operator of the facility may be the same.

### **SECTION II - FACILITY/SITE LOCATION INFORMATION**

Enter the official or legal name and complete street address, including city, state and ZIP code. If the facility or site lacks a street address, indicate the approximate location providing the nearest cross street address.

### **SECTION 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.

### **SECTION IV -SECTOR IDENTIFICATION**

Refer to the following website to determine what sector to categorize your industrial facility based on your SIC code. <https://deq.utah.gov/water-quality/explanation-of-standard-industry-classification-sic-codes-updes-permits>

### **SECTION V – STORM WATER POLLUTION PREVENTION PLAN**

Storm Water Pollution Prevention Plan *SWPPP* requirements can be found in the UPDES Multi-Sector General Permit (*MSGP*). A copy of the UPDES permit may be downloaded from the internet at: <https://deq.utah.gov/water-quality/general-multi-sector-industrial-storm-water-permit-updes-permits>.

#### **Additional Resources:**

- EPA Developing a Storm Water Pollution Prevention Plan Website: <https://www.epa.gov/npdes/stormwater-discharges-industrial-activities-fact-sheets-and-guidance>
- Utah Department of Water Quality SWPPP Template: <https://documents.deq.utah.gov/water-quality/stormwater/updes/DWQ-2019-001263.docx>

### **SECTION VI – RECEIVING WATERS OF THE STATE**

If your site's stormwater flows into a municipal storm drain system, you should determine the ultimate destination of that system's discharge. You may have to consult with the local agency responsible for the storm drain system to determine the waterbody to which you are discharging; contact [Stormwaterquality@slcgov.com](mailto:Stormwaterquality@slcgov.com) for such guidance.



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

**SECTION VII - CERTIFICATION**

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.

[Attachment I: SLCDPU Industrial Stormwater Regulator Fines Schedule]

[Attachment II: The Utah Water Quality Act (UAC R317-1.9) Civil Penalty Determination Flow Chart]



## EXPEDITED FINE SCHEDULE – Industrial SWPPP

SWPPP = Storm Water Pollution Prevention Plan

SEV #	PERMIT COVERAGE	1st Offense	2nd Offense	3rd Offense	Penalties after 3rd violation
1	Facility unpermitted for _____ months (# months unpermitted equals number of violations)	\$75.00 per month unpermitted			
<b>SWPPP REVIEW</b>					
2	SWPPP not prepared (If no SWMPPP, leave elements 3 - 22 blank, put "1" for deficiencies)	\$3,000.00	\$6,000.00	\$9,000.00	<b>Administrative Enforcement Actions (SLC Ordinance 17.87)</b>
3	SWPPP prepared after submitting NOI or commencement of facility operations	\$200.00 per month without prepared SWPPP			
4	SWPPP does not identify a specific individual(s) within the facility organization as members of a Storm Water Pollution Prevention Team.	\$75.00	\$150.00	\$225.00	<b>SLC Ordinance 17.87</b>
5	SWPPP does not list and identify all potential sources of pollution that may reasonably be expected to affect the quality of storm water discharges associated with industrial activity from the facility.	\$75.00	\$150.00	\$225.00	<b>SLC Ordinance 17.87</b>
<b>SWPPP does not have site description as follows:</b>					
6	Site Map is insufficient or inaccurate.	\$400.00	\$800.00	\$1,200.00	<b>SLC Ordinance 17.87</b>
7	SWPPP does not have an inventory of exposed materials. or an inventory of all the types of materials handled at the site that potentially may be exposed to precipitation.	\$75.00	\$150.00	\$225.00	<b>SLC Ordinance 17.87</b>
8	Sediment and Erosion Control. The plan does not identify areas that, due to topography, activities, or other factors, have a high potential for significant soil erosion, and identify structural, vegetative, and/or stabilization measures to be used to limit erosion.	\$100.00	\$200.00	\$300.00	<b>SLC Ordinance 17.87</b>
9	SWPPP does not: Describe all pollution control measures (e.g. BMPs), and show details and specifications for proper installation. (Include 0.5 for description and 0.5 for details & specifications for each BMP not provided in SWPPP).	\$75.00	\$150.00	\$225.00	<b>SLC Ordinance 17.87</b>
10	SWPPP does not identify and show locations of the source of non-storm water and discharge.	\$100.00	\$200.00	\$300.00	<b>SLC Ordinance 17.87</b>
11	SWPPP does not contain a preventive maintenance program with routine inspection and maintenance of storm water management devices.	\$100.00	\$200.00	\$300.00	<b>SLC Ordinance 17.87</b>

**RIGHT OF DISPUTE DISCLAIMER:** Responsible parties desiring to dispute any fines issued for violations enumerated on this document, must submit a written request to the Stormwater Quality Program Manager by emailing [Stormwaterquality@slcgov.com](mailto:Stormwaterquality@slcgov.com).





## EXPEDITED FINE SCHEDULE – Industrial SWPPP

SWPPP = Storm Water Pollution Prevention Plan

12	SWPPP does not describe inspection procedures including: inspectors, inspection schedules, inspection forms or checklists, and procedures for corrective action [each deficiency is one (1) violation].	\$50.00	\$100.00	\$150.00	<b>SLC Ordinance 17.87</b>
13	SWPPP does not describe the training of personnel responsible for conducting inspections, taking corrective action, applying or storing treatment chemicals, and those involved with design; installation; maintenance; and repair of storm water control measures.	\$100.00	\$200.00	\$300.00	<b>SLC Ordinance 17.87</b>
14	Facility employees and contractor personnel that work in areas where Section 313 water priority chemicals are used or stored shall be trained in and inform of preventative measures at the facility. Training shall be conducted at intervals specified in the plan but not less than once per year.	\$75.00	\$150.00	\$225.00	<b>SLC Ordinance 17.87</b>
15	Copy of permit and/or NOI not in SWPPP [each omission is (1) violation].	\$50.00	\$100.00	\$150.00	<b>SLC Ordinance 17.87</b>
16	SWPPP has not been updated to match corrections and modifications made on the site.	\$100.00	\$200.00	\$300.00	<b>SLC Ordinance 17.87</b>
17	Copy of SWPPP not retained on site	\$300.00	\$600.00	\$900.00	<b>SLC Ordinance 17.87</b>
17a	A SWPPP not made available upon request	\$100.00	\$200.00	\$300.00	<b>SLC Ordinance 17.87</b>
18	SWPPP not signed/certified	\$50.00	\$100.00	\$150.00	<b>SLC Ordinance 17.87</b>
19	SWPPP does not have a description of spill prevention and response procedures.	\$50.00	\$100.00	\$150.00	<b>SLC Ordinance 17.87</b>
20	SWPPP was not modified within 14 calendar days of knowledge of a release of hazardous substance in amount or equal to or in excess of a reporting quantity.	\$25.00	\$50.00	\$75.00	<b>SLC Ordinance 17.87</b>
21	SWPPP does not identify measures to prevent the reoccurrence of such releases and to respond to such releases.	\$25.00	\$50.00	\$75.00	<b>SLC Ordinance 17.87</b>

**RIGHT OF DISPUTE DISCLAIMER:** Responsible parties desiring to dispute any fines issued for violations enumerated on this document, must submit a written request to the Stormwater Quality Program Manager by emailing [Stormwaterquality@slcgov.com](mailto:Stormwaterquality@slcgov.com).





## EXPEDITED FINE SCHEDULE – Industrial SWPPP

SWPPP = Storm Water Pollution Prevention Plan

SEV #	PERMIT COVERAGE	1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense	Penalties after 3 <sup>rd</sup> Offense
<b>INSPECTIONS</b>					
22	Inspections (wet and dry weather) not conducted by qualified personnel.	\$40.00	\$80.00	\$120.00	SLC Ordinance 17.87
23	Incomplete site inspection reports. Does not include date, name, qualifications of inspector, weather information, location of sediment/pollutant discharge, BMP(s) requiring maintenance, BMP(s) that have failed, BMP(s) that are needed, corrective action required including changes/updates to SWMPPP and schedule/dates.	\$40.00	\$80.00	\$120.00	SLC Ordinance 17.87
24	Inspection reports not properly signed/certified [each failure to sign/certify as is one (1) violation]. Inspection reports fail to document maintenance of facility BMPs.	\$100.00	\$200.00	\$300.00	SLC Ordinance 17.87
<b>Compliance Monitoring Requirements</b>					
25	Comprehensive facility evaluations conducted by trained personnel not performed at a minimum annually.	\$150.00	\$300.00	\$450.00	SLC Ordinance 17.87
26	Quarterly visual storm water discharge reports are not maintained onsite or incomplete information.	\$100.00	\$200.00	\$300.00	SLC Ordinance 17.87
27	<b>Analytical Monitoring Requirements:</b> Monitoring not performed and reported as required by permit.	\$200.00	\$400.00	\$600.00	SLC Ordinance 17.87
<b>BEST MANAGEMENT PRACTICES</b>					
28	Failure to perform good housekeeping maintenance as required.	\$200.00	\$400.00	\$600.00	SLC Ordinance 17.87
29	Control measures are not properly installed and maintained.	\$100.00	\$200.00	\$300.00	SLC Ordinance 17.87
30	Litter, debris, and chemicals exposed to storm water are not prevented from becoming a pollutant source (e.g. screening outfalls, pickup daily, etc.).	\$200.00	\$400.00	\$600.00	SLC Ordinance 17.87

**RIGHT OF DISPUTE DISCLAIMER:** Responsible parties desiring to dispute any fines issued for violations enumerated on this document, must submit a written request to the Stormwater Quality Program Manager by emailing [Stormwaterquality@slcgov.com](mailto:Stormwaterquality@slcgov.com).



## EXPEDITED FINE SCHEDULE – Industrial SWPPP

SWPPP = Storm Water Pollution Prevention Plan

SEV #	PERMIT COVERAGE	1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense	Penalties after 3 <sup>rd</sup> Offense
<b>ADDITIONAL FACTORS</b>					
31	<p><b>Salt Storage:</b> Salt piles are not enclosed or covered to prevent exposure to precipitation. (Piles do not need to be covered where storm water from the pile is not discharged to waters of the State or piles located in areas where surface and/or ground waters are already high in concentrations of salt).</p>	\$200.00	\$400.00	\$600.00	<b>SLC Ordinance 17.87</b>
32	<p><b>Coal Pile Runoff:</b> Discharge composed of coal pile runoff is in excess of the maximum concentration of 50 mg/L total suspended solids at any time.</p> <p>pH of discharge found to be out of acceptable range of 6.5 to 9.0</p> <p>Permittee did not monitor storm water discharges containing coal pile runoff for pH and TSS (mg/l) at least annually.</p>	\$200.00	\$400.00	\$600.00	<b>SLC Ordinance 17.87</b>

**RIGHT OF DISPUTE DISCLAIMER:** Responsible parties desiring to dispute any fines issued for violations enumerated on this document, must submit a written request to the Stormwater Quality Program Manager by emailing [Stormwaterquality@slcgov.com](mailto:Stormwaterquality@slcgov.com).

# Utah Water Quality Act Civil Penalty Determination UAC R317-1.9

