

## Central Valley Regional Water Quality Control Board

### Change of Information and Request for Site Recharacterization Form Change of Information Request for Enrollees in the Statewide General Order WQ 2019-0001-DWQ

Enrollees under the *General Waste Discharge Requirements for Discharges of Waste Associated with Cannabis Cultivation Activities* (Statewide General Order), issued pursuant to California Water Code section 13263, should use this form to report or request changes to their enrollment information, including responsible party or contact information, or to request recharacterization of their cannabis cultivation site.

**What changes need to be made to update the enrollment? (Check all that apply):**

- Change Site Information (*Complete Section I*)
- Remove Responsible Party (*Complete Section II*)
- Add Responsible Party (*Complete Section III*)
- Change Mailing Address/Contact Information (*Complete Section IV*)

#### EXISTING PERMIT INFORMATION

\*Please note this section describes information on the **EXISTING** permit. If you have questions about the information currently on the existing permit, contact staff at [centralvalley.cannabis@waterboards.ca.gov](mailto:centralvalley.cannabis@waterboards.ca.gov)

WDID Number:	Assessor's Parcel Number(s):
--------------	------------------------------

### SECTION I. CHANGE TO SITE CHARACTERIZATION

**(Please Submit Updated Site Map with COI)**

Is the Cultivation Area changing? Yes    No			
Is the Disturbed Area changing? Yes    No			
Previous Cultivation Area:			
New Cultivation Area:			
Previous Disturbed Area:			
New Disturbed Area:			
Tier Designation Change:	Conditionally Exempt	Tier 1	Tier 2
Risk Designation Change:	High	Moderate	Low
Reason for Request:			
Add APN (must be contiguous with existing parcel(s) on NOA)			
New APN(s):			

## SECTION II. REMOVE RESPONSIBLE PARTY

Responsible Party Name to be Removed:	Previous Role (check all applicable): <b>Cultivator    Landowner    Third Party</b>		
Current Mailing Address:			
City:	State:	ZIP Code:	
Current Phone:			
Current Email:			

## SECTION III. ADD RESPONSIBLE PARTY

New Responsible Party Name:	Role (check all applicable): <b>Cultivator    Landowner    Third Party</b>		
Mailing Address:			
City:	State:	ZIP:	
Phone:			
Email:			

## SECTION IV. CHANGE TO MAILING OR BILLING ADDRESS

<b>Address Change</b> (check applicable): Operator Mailing      Landowner Mailing      Billing			
New Address:			
City:	State:	ZIP:	County:

## SECTION V. CERTIFICATION

I hereby certify, under penalty of perjury of the laws of the State of California, that the provided information is true. I am aware that there are significant penalties for submitting false information.

**When reporting a new operator, both the new and former operator must sign. When reporting a new landowner, both the new and former landowner must sign. When reporting a new third-party representative, both the new representative and person authorizing the representative must sign.**

Signature:	
Printed name:	Date:
Role (state whether previous or current and operator, landowner, or other – state what role, if “other”):	
Signature:	
Printed name:	Date:
Role (state whether previous or current and operator, landowner, or other – state what role, if “other”):	

The Central Valley Regional Water Quality Control Board (Central Valley Water Board) may require submission of personal identifying information pursuant to Water Code section 13260. The Central Valley Water Board may conduct follow-up inspections to verify that the information provided in this form is accurate. See the attached instructions for guidance on how to complete this form, including which provisions you are required to complete, and how to submit this form.

Information provided in this form is maintained by the Central Valley Water Board consistent with state law.

However, the Central Valley Water Board may be legally required to disclose personal identifying information under any of the circumstances described in Civil Code section 1798.24, including responding to a California Public Records Act request or a subpoena from a federal agency. Anyone submitting personal information to the Central Valley Water Board may request access to the Board’s records containing that information by contacting the Redding office (530)224-4845 or [centralvalley.cannabis@waterboards.ca.gov](mailto:centralvalley.cannabis@waterboards.ca.gov) or the Rancho Cordova office (916)464-3291 or [centralvalleysacramento@waterboards.ca.gov](mailto:centralvalleysacramento@waterboards.ca.gov).

**Instructions for Completing Change of Information and Request for Site  
Recharacterization Form for Cannabis Cultivation Activities Permitted Under the  
Statewide General Order WQ 2019-0001-DWQ**

To ensure that the Central Valley Water Board is able to promptly process your Change of Information and Request for Site Recharacterization Form (Form), please follow these instructions when completing Form.

Note that **reported** changes include changes to responsible party and contact information as reflected in Sections I, II, and III. The Central Valley Water Board will issue a revised Notice of Applicability (NOA), which is the document confirming your coverage under the Statewide General Order, and will update its database after the reported changes are accepted.

**Requested** changes include those material changes reflected in Section IV, such as increasing the disturbed area or cultivation area size. These changes must be approved by Central Valley Water Board staff *prior* to any implementation on the part of the Discharger(s). Central Valley Water Board staff will contact the applicant after receiving the request. If the request is approved, the Central Valley Water Board will issue a revised NOA and may impose conditions of implementation. Material changes may result in a different annual fee.

**EXISTING PERMIT INFORMATION:**

**WDID Number:** Waste Discharge Identification (WDID) Number is a number assigned to each enrolled site. Enter your WDID Number *exactly* as shown on your NOA, as listed in the upper right-hand corner of your NOA.

**Cultivation Site County and Assessor's Parcel Number(s):** Enter the assessor's parcel number(s) (APN) for the property where the cultivation site is located. The information must be the same as shown on the NOA.

**SECTION I. REQUEST FOR SITE RECHARACTERIZATION:** Complete this section if you are requesting a site recharacterization. Under the Statewide General Order, a responsible party must notify the Central Valley Water Board **before** making a material change in the activity, character, location, or volume of discharge. Any request for site recharacterization requires Central Valley Water Board approval and may result in additional fee and reporting requirements. A material change in the activity, character, location, or volume of discharge may result in the Central Valley Water Board terminating a Discharger's coverage under the Statewide General Order

**Change to Tier or Risk Designations:** Provide a detailed explanation of the requested change. Tier Designations are determined by the amount of **disturbed area** which is defined within Attachment A of the Statewide General Order. Risk Designations are based on the highest threat to water quality as detailed in the Statewide General Order.

**Add APN:** If you are adding an APN to the enrollment, the new APN must be contiguous with the existing parcel(s). If there are new Landowner(s) or new Responsible Party(s) for the additional APN, add their information to Section II and ensure the new party(s) sign in Section V. All APNs with disturbance related to cultivation activities must obtain regulatory coverage.

**Other:** Provide a detailed explanation of the requested change. Attach additional sheets if

needed. If you are unsure of the information that is needed, contact the appropriate office (listed below) prior to submitting this form.

**SECTION II. REMOVE RESPONSIBLE PARTY:** Complete this if you are removing a responsible party. If you need to remove more than one responsible party, please use this section twice.

**SECTION III. ADD RESPONSIBLE PARTY:** Complete this section if you are reporting a new responsible party. If you need to add more than one responsible party, please use this section twice.

**SECTION IV. CHANGE TO MAILING OR BILLING ADDRESS:** Complete this section if you are reporting a new mailing or billing address. Check the applicable box for the type of address you would like to update. If you need to add/remove more than one mailing or billing address, please use this section twice.

**SECTION V. CERTIFICATION:** *You must complete this section.*

The signature section must correspond to the nature of your request. If reporting a new operator, both the new and former operator must sign. If reporting a new landowner, both the new and former landowner must sign. If reporting a new third-party representative, both the new representative and person authorizing the representative must sign.

**SUBMITTING YOUR FORM:** Please submit your completed Form to the appropriate Central Valley Water Board office using the below contact information. The appropriate office is shown on your NOA.

Failure to fully and accurately complete this Form may delay processing your change of information or request for site recharacterization.

<b>Central Valley Regional Water Quality Control Board</b>	<b>Central Valley Regional Water Quality Control Board</b>
<b>Attn: Cannabis Permitting and Compliance Unit</b>	<b>Attn: Cannabis and Timber Harvest Unit</b>
<b>364 Knollcrest Dr., Suite 205</b>	<b>11020 Sun Center Drive, #200</b>
<b>Redding, CA 96002</b>	<b>Rancho Cordova, CA 95670-6114</b>
<b>(530) 224-4845</b>	<b>(916) 464-3291</b>
<a href="mailto:centralvalley.cannabis@waterboards.ca.gov">centralvalley.cannabis@waterboards.ca.gov</a>	<a href="mailto:centralvalley.cannabis@waterboards.ca.gov">centralvalley.cannabis@waterboards.ca.gov</a>