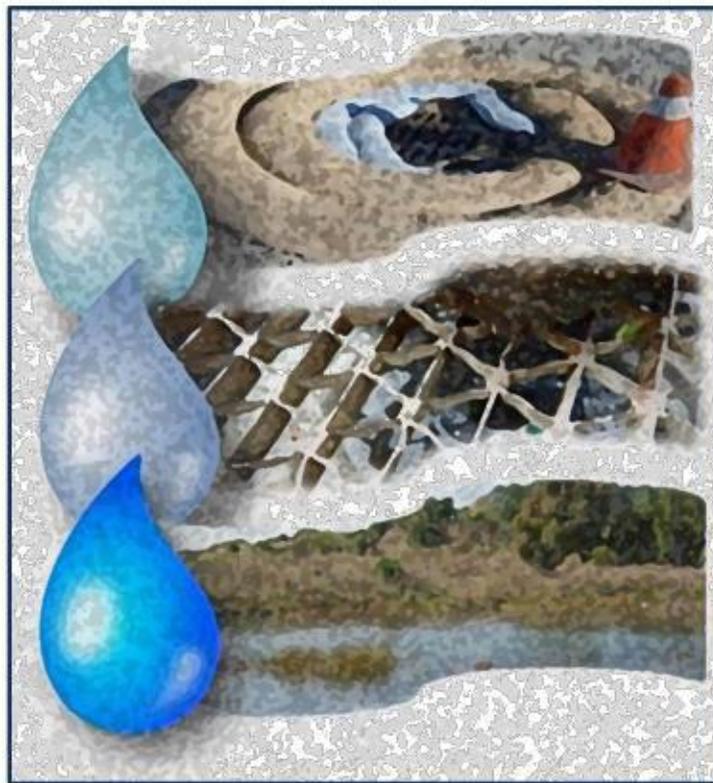


**STATEWIDE CONSTRUCTION STORMWATER GENERAL PERMIT
DISCHARGER'S GUIDE TO THE STORMWATER MULTIPLE
APPLICATION AND
REPORT TRACKING SYSTEM (SMARTS) DATABASE
NOTICE OF TERMINATION**



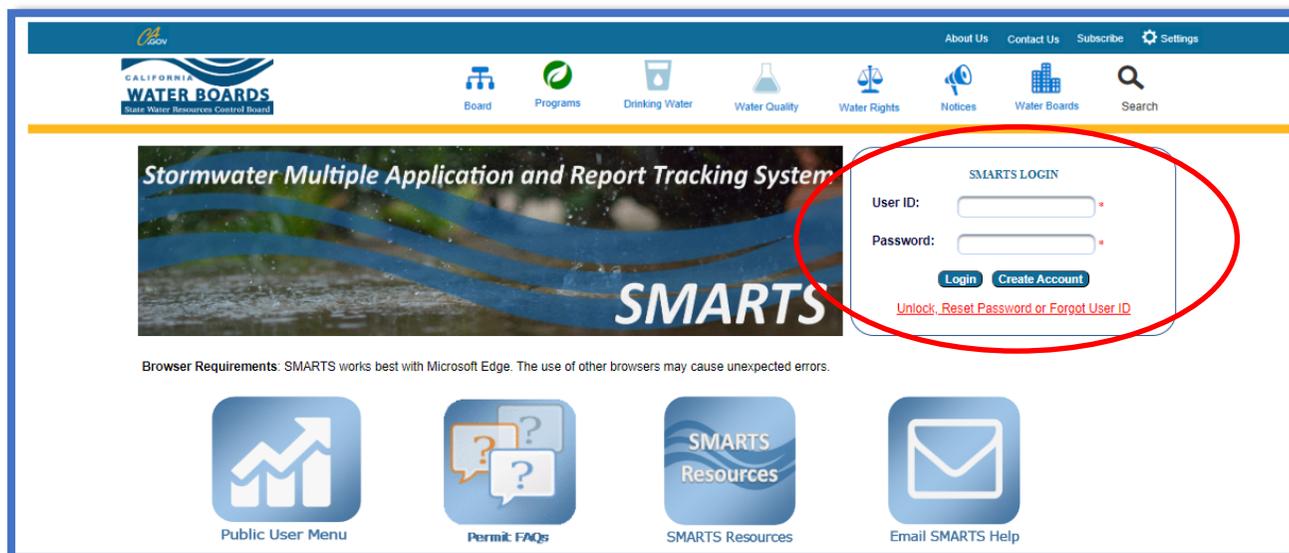
Last Revised: February 2024

Construction Stormwater General Permit Notice of Termination:

Dischargers with an active WDID number shall request termination of coverage under the Construction Stormwater General Permit (CGP) when: (a) a construction site is complete and final stabilization is achieved, (b) a construction site is suspended and final stabilization is achieved, (c) the property was transferred to a new Owner, (d) a site's conditions changed and are no longer subject to the CGP, or (e) the site is subject to another NPDES permit or Notice of Non-Applicability.

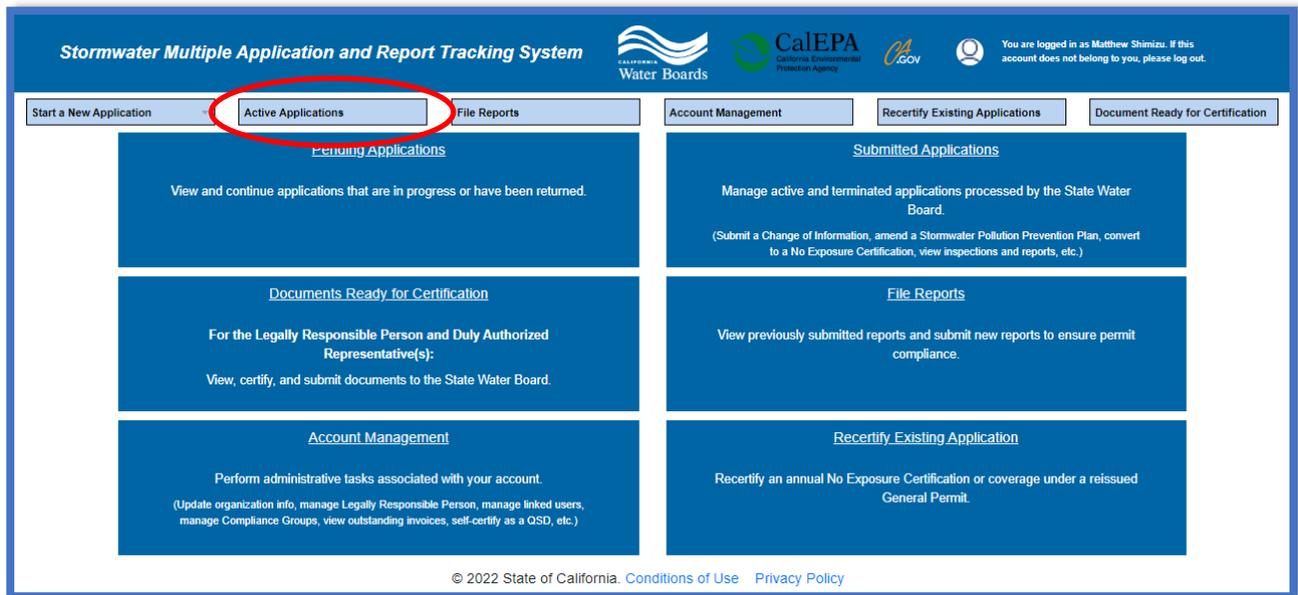
The CGP requires dischargers to electronically certify and submit a Notice of Termination (NOT) via SMARTS. Until a valid NOT is approved by the Regional Water Quality Control Board (Regional Water Board), the Discharger remains responsible for compliance with the CGP and payment of accrued annual fees. An NOT may only be certified by the Legally Responsible Person (LRP) or Duly Authorized Representative (DAR)¹ for the construction site. A Data Entry Person (DEP) may fill out the NOT; but does not have authority to certify.

1. Log into SMARTS: <https://smarts.waterboards.ca.gov>
Browser Requirements: SMARTS best works with Google Chrome or Microsoft Edge. Use of other browsers may cause unexpected errors.



¹ **NOTE:** DAR means “Duly Authorized Representative” or “Approved Signatory” (AS).

- From the main menu, select “Active Applications”.



- Locate the applicable “WDID/Application ID” number and click the “File NOT” link in the “NOT/LCTN” column.

Note: The NOT may also be accessed by opening the WDID Number and clicking on the “NOTs” tab.



4. NOT Form

Fill out the “NOT Form” tab.

Home > NOT

NOT ID: 567545 WDID: 5S34C402704 NOT Status: Not Submitted

NOT Form

NOT Attachments

Certification

Print

Status History

Return to NOI

Please verify that all required annual reports are submitted, as they must be submitted prior to NOT submission. Any outstanding required annual reports will prevent the NOT submission.

Select one of the following termination reasons:

Select a termination reason.

Select a termination reason.

All construction activities are completed and the final stabilization requirements are met.

All construction activities are suspended and the final stabilization requirements are met.

Site does not discharge stormwater to Waters of the United States.

Discharge of stormwater from the site is now subject to another NPDES permit.

Site is under new ownership.

Other

- Select the applicable reason for requesting termination of permit coverage and fill out the corresponding information.
- If selecting “Other”, provide an explanation of the basis or reason for requesting termination of permit coverage.
- Once the NOT form is complete, select “Save & Next”.

5. NOT Attachments

Upload photographs and any supporting documentation as required by the CGP (Order, Section III.H.2) by clicking “Upload Attachment”.

Home > NOT

NOT ID: 567545 WDID: 5S34C402704 NOT Status: Not Submitted

NOT Form

NOT Attachments

Certification

Print

Status History

Return to NOI

Upload Attachment

Files Uploaded

Attachment ID	File Type	File Title	File Description	Document Date	Part No.	Date Attached	Upload By	Delete
No records found.								

Continue

Fields marked with * are mandatory fields.

Note: Required documentation includes a final site map, QSP final inspection, a long-term maintenance plan, and the finalized post construction plan as applicable. The long-term maintenance plan and finalized post construction plan only pertains to traditional construction sites, not linear construction sites.

NOT ID: 567545 WID: 5S34C402704 NOT Status: Not Submitted

Attachment File Type: Photograph Attachment Title: File Description: Part No. of Document Date: File Name: Choose File No file chosen

Upload Files Cancel Add New Row

Files Uploaded

Attachment ID	File Type	File Title	File Description	Document Date	Part No.	Date Attached	Upload By	Delete
No records found.								

Continue

- **Attachment File Type:** Select “Photograph”, “Facility/Site Map”, “QSP Final Inspection”, “Post Construction” as applicable.
- **Attachment Title:** Enter the title of the document.
- Click **“Choose File”**: Locate the file on the computer and select it.
- **Upload Files:** Select “Upload Files” when all attachments are ready to be uploaded.

Note: The maximum file size is 100MB and the file name cannot be longer than 30 characters and does not contain any special characters or symbols.

After the file(s) are uploaded, select “Continue”.

Home > NOT

NOT ID: 567545 WID: 5S34C402704 NOT Status: Not Submitted

Upload Attachment

Files Uploaded

Attachment ID	File Type	File Title	File Description	Document Date	Part No.	Date Attached	Upload By	Delete
3505885	Photograph	Photo			/	01/09/2024	Matthew Shimizu	Delete

Continue

6. Certification

Select “Perform Completion Check”.

Home > NOT

NOT ID: 567545 WID: 5S34C402704 NOT Status: Not Submitted

NOT Form

NOT Attachments

Certification

Before certifying the Notice of Termination, the system must verify that all required sections have been completed. To perform this check, click the button below:

Perform Completion Check

Fields marked with * are mandatory fields.

The “Perform Completion Check” function provides the user with a notification of any errors that must be corrected prior to certification of the NOT (e.g., missing fields, missing documents, or missing reports). After the completion check errors are identified, select “Perform Completion Check” again. If no errors display, continue to certify the NOT.

Any user may perform this check, but if a Data Entry Person (DEP) performs the check, the system provides a “Notify LRP/DAR” button. Pressing the button notifies the LRP or DAR that the NOT is complete and requires their certification. The LRP or DAR should review the prepared NOT for accuracy prior certifying it.

LRP or DAR Certification

There are two options for the LRP or DAR to submit the NOT:

- a. The LRP or DAR may access the “Documents Ready for Certification” SMARTS menu option if notified by the DEP.
 - Select the NOT to certify by checking the box next to the NOT ID.
 - Check the box next to the certification statement, answer the security questions, and enter the user account password.
 - Click “Certify Selected” to submit the NOT.

Select	NOT ID	WIDD	Permit Type	Facility/Site Name & Address	Operator Name & Address	NOT PDF
<input type="checkbox"/>	827384	8 33C402800	Construction	Test Traditional NOI 1 1234 Test Street Riverside CA 92521	Test Org 1001 Street Sacramento CA 95814	NOT PDF

Certification & Submission Checklist
You can now certify the above documents by completing the form below:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision 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, to the best of my knowledge and belief, the information submitted is, 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. I am also aware that my user ID and password constitute my electronic signature and any information I indicate I am electronically certifying contains my signature. I understand that my electronic signature is the legal equivalent of my handwritten signature. My signature on this form certifies that my electronic signature is for my own use, that I will keep it confidential, and that I will not delegate or share it with any other person. Should I wish to delegate such authority, I will do so formally in writing and electronically notify the State Water Board using SMARTS of such delegation within 10 days of the delegation. I further certify that I will protect my electronic signature from unauthorized use, and that I will contact the State Water Board, within two business days of discovery, if I suspect that my electronic signature has been lost, stolen, or otherwise compromised.

Certified By
Certifier Name: Matthew Shimizu
Certifier Title: Scientific Aid
Date: 02/01/2024

Please answer your security question before certifying the document.

What was your 1st job?

Enter your password:

- b. If the NOT is not listed in the “Documents Ready for Certification” SMARTS menu option, the LRP or DAR may access the NOT directly.
- Log in and go to “Active Applications”.
 - Locate the WDID number and click on the “File NOT” link.
 - Go to the “Certification” tab and select “Perform Completion Check”.
 - After reading the certification statements check the boxes, answer the security questions, and enter the user account password.
 - Click “Certify NOT” to submit the NOT.

Home > NOT

NOT ID: 567545 WDID: 5S34C402704 NOT Status: Not Submitted - certification required

NOT Form
NOT Attachments
Certification
Print
Status History
Return to NOI

The application is complete. Continue to certify and submit the application to the Water Boards.

Certification & Submission Checklist

* I certify under penalty of law that this document and all attachments were prepared under the direction or supervision 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.

* I am also aware that my user ID and password constitute my electronic signature and any information I indicate I am electronically certifying contains my signature. I understand that my electronic signature is the legal equivalent of my handwritten signature. My signature on this form certifies that my electronic signature is for my own use, that I will keep it confidential, and that I will not delegate or share it with any other person. Should I wish to delegate such authority, I will do so formally in writing and electronically notify the State Water Board using SMARTS of such delegation within 10 days of the delegation. I further certify that I will protect my electronic signature from unauthorized use, and that I will contact the State Water Board, within two business days of discovery, if I suspect that my electronic signature has been lost, stolen, or otherwise compromised.

Certified By
Matthew Shimizu
Scientific Aid
01/09/2024

Please enter your password and answer to the security question before certifying this application.

What is your father's middle name?

Enter your password:

Certify NOT Certify Later

Certify Later adds the application to the Documents Ready for Certification where multiple applications may be certified at the same time.

Fields marked with * are mandatory fields.

7. A confirmation screen displays the details of the NOT certification. The user may download a copy of the NOT certification by selecting the “Download Copy of Record” buttons. The “Copy of Record” is a zip file that contains information pertaining to the submission. It contains a PDF summary of the submitted report and any uploaded attachments.

Home > NOT

NOT ID: 567545 WDID: 5S34C402704 NOT Status: Submitted to Waterboard

NOT Form
NOT Attachments
Certification
Print
Status History
Return to NOI

Application ID	567545
Permit Type	Construction
Submission/Certify Date	01/09/2024
Certifier Name	Matthew Shimizu
Certifier Title	Scientific Aid

Please print out this screen as proof of certification. If you need to correct any information, please contact the Regional Board representative. All records must be retained for 5 years from the date of the report or monitoring activity.

Download Copy of Record

Fields marked with * are mandatory fields.

8. After certification of the NOT, the Regional Water Board staff reviews the NOT and linked users are notified via email of the decision on the termination².

NOTE: It is the responsibility of the discharger to submit the NOT to request cancellation of permit coverage. For outstanding invoices, if the NOT is submitted within 90 days of the original invoice date, the invoice will be canceled upon approval by the local Regional Water Board. If the NOT is submitted after the 90-day grace period or is denied, the invoice is valid and payable in full.

Questions regarding the status of the termination, contact the local Regional Water Board. To determine the Regional Water Board, refer to the Waste Discharge Identification (WDID) number. The first one or two characters of the WDID serve as the identifier for the Regional Water Board the site is located within.

For example:

WDID 5S34C402704

WDID 4 19C402704

Search for the corresponding Regional Water Board on the Stormwater Contacts webpage. The specific Regional Water Board may also be found by going to the application's "Additional Site Information" tab.

Coordinate this identifier with the contact on our webpage:

http://www.waterboards.ca.gov/water_issues/programs/stormwater/contact.shtml

² **NOTE:** Per Order, Section III.H.7, NOTs will automatically be approved 30 days after submission if Regional Board staff do not take action on the NOT (e.g., approve, deny, return, accept for further review).