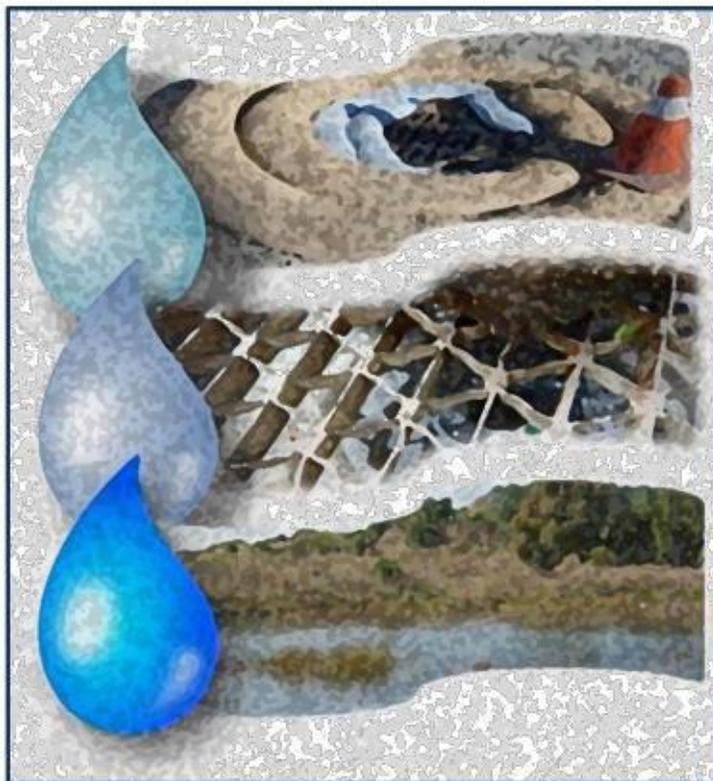




STATEWIDE CONSTRUCTION STORMWATER GENERAL PERMIT

DISCHARGER'S GUIDE TO THE STORMWATER MULTIPLE APPLICATION AND REPORT TRACKING SYSTEM (SMARTS) DATABASE

NOTICE OF INTENT



Last Revised: April 15, 2020

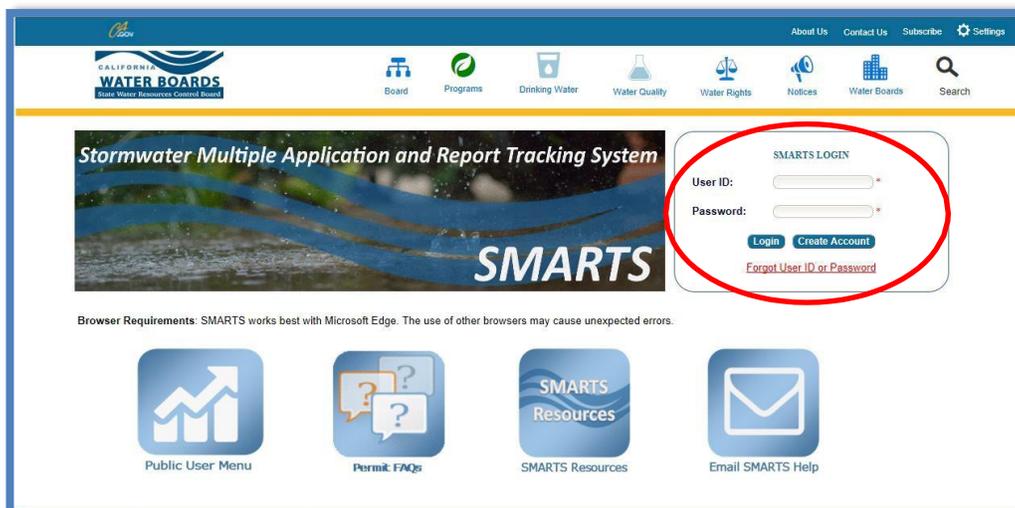
Construction Stormwater General Permit Notice of Intent:

Dischargers whose projects disturb one (1) or more acres of soil or whose projects disturb less than one acre but are part of a larger common plan of development, that in total disturbs one or more acres, are required to obtain coverage under the General Permit for Discharges of Stormwater Associated with Construction Activity: [Construction General Permit Order 2009-0009-DWQ](#) Construction activity subject to this permit includes clearing, grading and disturbances to the ground such as stockpiling, or excavation, but does not include regular maintenance activities performed to restore the original line, grade, or capacity of the facility.

1. Create a SMARTS account at [SMARTS](https://smarts.waterboards.ca.gov) (<https://smarts.waterboards.ca.gov>). Skip to Step 2 if you already have an individual account. Register as a Legally Responsible Person (LRP), Duly Authorized Representative (DAR) or Approved Signatory, or Data Entry Person (DEP). Please refer to the [Construction User Account Definitions](#) to understand eligibility of each user type.

Note: SMARTS accounts are specific to individuals, not to projects or organizations. Multiple users/SMARTS accounts can be linked to an application/project. However, sharing an account and access by a third-party individual is considered a violation under the Construction Stormwater General Permit.

2. Please have the Legally Responsible Person or Duly Authorized Representative log into [SMARTS](https://smarts.waterboards.ca.gov) (<https://smarts.waterboards.ca.gov>):



Note: SMARTS is most compatible with Microsoft Edge and Google Chrome. Use of other browsers such as Mozilla Firefox, Internet Explorer, or Safari will result in systematic errors.

3. On the Main Menu, click “Construction General Permit”:

The screenshot shows the SMARTS main menu. At the top, it says "Water Boards Storm Water Multiple Application & Report Tracking System". The user is logged in as "Chihal Kalita". Below the header, there is a "Select Program to Access" section with a list of links. The link "Construction General Permit" is circled in red. Other links include "Industrial General Permit", "Municipal Phase I Permit", "Municipal Phase II Permit", "Caltrans MS4 Permit", "Documents Ready for Certification", "Reports", "Manage Linked Users", "Outstanding Invoices", "Replace LRP", "Recertification", "Update User Profile", and "Public Search Menu". To the right, there is a table titled "Last 10 Records Previously Saved" with columns for Application ID, Permit Type, Document Type, Facility Name, and Status. At the bottom, there is a copyright notice for 2019 State of California.

4. Click on “New NOI/Waiver Application”:

The screenshot shows the "Construction Permit Menu" section of the SMARTS interface. The link "New NOI/Waiver Application" is circled in red. Below this link is a table titled "Applications You Are Associated With:" with columns for Application ID, Application Type, Status, Owner/Operator, Site/Facility, NOT, Hide, Delete, and Delink App. The table currently shows one application with Application ID "WDID". Below the table, there are navigation links: "Active NOIs", "Pending NOIs/NOTs/COIs", "Terminated NOIs", "Annual/Ad hoc Reports", "CBPELSG - QSD", and "Back to Main Menu". At the bottom, there is a copyright notice for 2019 State of California.

5. Click on “Construction Storm Water General Permit”:

The screenshot shows the "Start New Storm Water Application" page. It prompts the user to "Please click on the appropriate link to start an application". Below this, there is a "Select Permit Type" section with a list of links. The link "Construction Storm Water General Permit" is circled in red. Other links include "Caltrans Construction Projects", "Region 8 MS4 Capitol Improvement Projects", and "Lake Tahoe Construction Permit". At the bottom, there is a copyright notice for 2019 State of California.

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6. Select "Create New Organization" OR select an existing organization and press "Next":

Water Boards Storm Water Multiple Application & Report Tracking System

You are logged-in as: Chihai Kalita
If this account does not belong to you, please log out.

Help Logout

Navigate To: [Dropdown]

Construction

Please select the owner/operator of the new NOI from the following Businesses which you represent.

Select	Organization ID	Organization Name	Address	Business Type
<input checked="" type="radio"/>	0	Create New Organization	Create New Organization	

Back Next

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7. Enter details about the Business/Organization and press "Save":

Water Boards Storm Water Multiple Application & Report Tracking System

You are logged-in as: Chihai Kalita
If this account does not belong to you, please log out.

Help Logout

Navigate To: [Dropdown]

Organization/Business Details

Please enter the new Operator Details

Organization Name: [Text Field]

Foreign Address: Yes No

Address: [Text Field]

Address Line 2: [Text Field]

City/State/Zip: [Text Field] CA [Dropdown] [Text Field]

Business Type: Private Business [Dropdown]

Federal Tax ID: [Text Field] * Mandatory for Private Business.

Save

Fields marked with * are mandatory fields.

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Note: If no federal tax ID is currently available, enter the number 00-0000000 until the federal tax ID is available.

8. Enter information under each of the blue tabs circled in red below:

Water Boards Storm Water Multiple Application & Report Tracking System

You are logged-in as: Chihai Kalita
If this account does not belong to you, please log out.

Help Logout

Navigate To: [Dropdown]

Owner Information

The application is organized into different tabs. Please complete all applicable tabs before submitting the form. If you want to complete the application at a later time, please click on "Save & Exit".

WDID/App ID: - 515415 Owner: Test Certified Date:

Status: Not Submitted 1632 F St Davis CA 95616 Processed Date:

Order No: 2009-0009-DWQ Site: NOT Effective Date:

Permit Type: Construction - NOI Previous ID: -

Owner Info Developer Info Site Info Risk Addl. Site Info Post Construction Billing Info Attachments Certification Reports Inspections Print Status History Linked Users NOTs COIs

Property Owner Information

Owner Name:	Test	* 2	Contact First Name:		*
Street Address:	1632 F St	* 2	Contact Last Name:		*
Address Line 2:		2	Title:		
City/State/Zip:	Davis CA 95616	* 2	Phone:		* Ext: (999-999-9999)
Type:	Private Individual	? * 2	E-mail:		* (abc@xyz.com)
Federal Tax ID:		2			

Save & Exit Save & Continue

Fields marked with * are mandatory fields.

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Note: All sections with a red asterisk (*) must be completed.

Note: If the project qualifies for a Small Construction Rainfall Erosivity Waiver, you will be prompted to apply for the Waiver when filling out the “Site Info” tab. To qualify for the Waiver, the project’s R factor must be under 5. R factors are calculated using the United States Environmental Protection Agency’s [Rainfall Erosivity Calculator website](https://lew.epa.gov/) (<https://lew.epa.gov/>).

- Under the “Attachments” tab, upload a SWPPP tab containing a site map that fulfills the requirements in [Attachment B, Section J.2](https://www.waterboards.ca.gov/water_issues/programs/stormwater/docs/constpermits/draft_construction/att_b_prds.pdf) (https://www.waterboards.ca.gov/water_issues/programs/stormwater/docs/constpermits/draft_construction/att_b_prds.pdf) of the Construction Stormwater General Permit by pressing “Upload Attachment”:

The screenshot displays the 'Water Boards Storm Water Multiple Application & Report Tracking System' interface. At the top, it shows the user is logged in as 'Chihal Kalita'. Below this, there are application details including 'WDID/App ID: -515415', 'Status: Not Submitted', 'Order No: 2009-0009-DWQ', and 'Permit Type: Construction - NOI'. The 'Attachments' tab is highlighted in green in the navigation menu. The 'Upload Attachment' button is circled in red. Below the navigation menu, there is a table for attached files with columns for Attachment ID, Attachment For, File Type, File Title, File Description, File Size (Bytes), Document Date, Part No., Date Attached, Upload By, and Delete. The table currently shows 'No records found.'

Note: A SWPPP is a Storm Water Pollution Prevention Plan that must be developed by a Qualified SWPPP Developer (QSD).

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Select the correct Attachment File Type (SWPPP), provide an Attachment Title, and upload the file. Be sure to select “Upload File” before clicking “Save & Continue”:

Water Boards Storm Water Multiple Application & Report Tracking System

You are logged-in as: Chihal Kalita
If this account does not belong to you, please log out.

Help

Navigate To: [Dropdown]

Logout

Attachments

The application is organized into different tabs. Please complete all applicable tabs before submitting the form. If you want to complete the application at a later time, please click on "Save & Exit".

WDID/App ID: - 515415 Owner: Test Certified Date:
Status: Not Submitted Order No: 2009-0009-DWQ Site: 1632 F St Davis CA 95616 Processed Date:
Permit Type: Construction - NOI Previous ID: - NOT Effective Date:

Owner Info | Developer Info | Site Info | Risk | Add. Site Info | Post Construction | Billing Info | **Attachments** | Certification | Reports | Inspections | Print | Status History | Linked Users | NOTs | COIs

Please click on "Upload Attachment" button to upload the corresponding files.

Attachment File Type	Attachment Title	File Description	Part No.	Document Date	File Name
Select			Part [] of []	[]	Choose File No file chosen

Upload Files | Cancel | Add New Row

Attachments: The following are the current documents related to the NOI. Click on the Attachment ID to view them.

Attachment ID	Attachment For	File Type	File Title	File Description	File Size (Bytes)	Document Date	Part No.	Date Attached	Upload By	Delete
No records found.										

(1 of 1) | Display 10 per page

Save | Exit | **Save & Continue**

Fields marked with * are mandatory fields.

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10. Certify and submit the application under the “Certification” tab:

Water Boards Storm Water Multiple Application & Report Tracking System

You are logged-in as: Chihal Kalita
If this account does not belong to you, please log out.

Help

Navigate To: [Dropdown]

Logout

Certification

The application is organized into different tabs. Please complete all applicable tabs before submitting the form. If you want to complete the application at a later time, please click on "Save & Exit".

WDID/App ID: - 515415 Owner: Test Certified Date:
Status: Not Submitted Order No: 2009-0009-DWQ Site: 1632 F St Davis CA 95616 Processed Date:
Permit Type: Construction - NOI Previous ID: - NOT Effective Date:

Owner Info | Developer Info | Site Info | Risk | Add. Site Info | Post Construction | Billing Info | Attachments | **Certification** | Reports | Inspections | Print | Status History | Linked Users | NOTs | COIs

Perform the completion check to verify that all required information is completed. Click the button below to start completion check.

Perform Completion Check

The eAuthorization Form is required to be on file before the NOI can be processed and WDID number assigned. Please print the eAuthorization Form for the organization and mail the original signed copy to the Water Boards. [Print E Authorization Form](#)

Fields marked with * are mandatory fields.

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Note: Select the “Perform Completion Check” button. SMARTS will identify if there are any errors or missing information. If there are no errors, 1) check the box, 2) enter in your password, and 3) enter in your security answer.

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11. SMARTS will generate a fee statement and the application status will change from “Not Submitted” to “Submitted to the Water Board”:

Water Boards Storm Water Multiple Application & Report Tracking System

You are logged-in as: Chihai Kalita
If this account does not belong to you, please log out.

Help

Logout

Navigate To: [Dropdown]

Certification

The application is organized into different tabs. Please complete all applicable tabs before submitting the form. If you want to complete the application at a later time, please click on "Save & Exit".

WVID/App ID: 515415
Status: Not Submitted
Order No: 0000.0000.DW16
Permit Type: Construction - NOI

Owner: Test
Site: 1632 F St Davis CA 95616

Certified Date:
Processed Date:
NOT Effective Date:
Previous ID: -

Owner Info | Developer Info | Site Info | Risk | Addl. Site Info | Post Construction | Billing Info | Attachments | **Certification** | Reports | Inspections | Print | Status History | Linked Users | NOTs | COIs

Perform the completion check to verify that all required information is completed. Click the button below to start completion check.
Perform Completion Check

The eAuthorization Form is required to be on file before the NOI can be processed and WVID number assigned. Please print the eAuthorization Form for the organization and mail the original signed copy to the Water Boards. Print E Authorization Form

Fields marked with * are mandatory fields.

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12. Submit payment and wet-signed e-Authorization form to the Water Boards.

Note: Payment can be made by check, credit card, or electronic funds transfer.

Check: Please print out the Fee Statement and mail a check to one of the addresses listed at the bottom of the Fee Statement.

Credit Card: Payment by credit card will incur a 2.3% convenience fee. To pay by credit card please follow these instructions:

- Go to the [payment website](https://www.officialpayments.com/index.jsp) (https://www.officialpayments.com/index.jsp)
- Select the box that says “State Payments”
- For “State or Territory,” select “California”
- For “Payment Entity,” select “State Water Resources Control Board”
- For “Payment Type,” select “Application Fees”
- Click “Make a Payment”
- Under “SWRCB Application Fee Types,” select “Storm Water Application”
- Click “Search”
- Type your application ID number in the format of **SA#####** (i.e. SA123456) under “SWRCB Application Number” and the amount due under “Amount”
- Select “Add” on the left-hand side
- Click “View Cart”
- Enter in payment information

Note: The State Water Board must have a hard copy of the e-Authorization form on file with an original, wet signature. We do not accept photocopies, faxes, forms with electronic signatures, or electronic submissions. Once the State Water Board receives the form and enters it into SMARTS, you will receive an email notification

from do-not-reply@waterboards.ca.gov. The State Water Board must have the e-Authorization on file to process the application. The form can be mailed at the same time as check payments.

13. Once the State Water Board approves the application, SMARTS will issue a Waste Discharge Identification (WDID) number. The Legally Responsible Person and any other linked users will receive an email notification containing the Waste Discharge Identification number.