

5. Have any leaks or spills or other instances of stormwater contamination occurred at the site within the last three (3) years? No

Yes, please describe:

6. Are there other DEQ water quality permits issued for this site? No Yes, please describe the permits and provide the permit No(s):

Are you using any stormwater outfalls on site to discharge permitted wastewater? If so, describe:

C. LAND USE COMPATABILITY STATEMENT

Attach the *original* and complete Land Use Compatibility Statement (LUCS) signed by the local land use authority. The application will not be processed unless the local land use authority approves it and it meets statewide planning goals.

D. SIGNATURE OF LEGALLY AUTHORIZED REPRESENTATIVE

I hereby certify that the information contained in this application is true and correct to the best of my knowledge and belief. In addition, I agree to pay all permit fees required by Oregon Administrative Rules 340-45. This includes a compliance determination fee invoiced annually by DEQ to maintain the permit.

Name of Legally Authorized Representative (Type or Print)

Title

Signature of Legally Authorized Representative

Date

E. APPLICATION SUBMITTAL

The following application materials must be completed and submitted to the DEQ regional office or to a DEQ Agent (see instructions for list of DEQ regional office and Agents):

Signed Application form.

Land Use Compatibility Statement with signature of the local land use planning official.

Stormwater Pollution Control Plan and Checklist.

\$1,586 fee (includes \$782 for new permit application and \$804 for first year annual fee) to the appropriate DEQ regional office and make the check payable to DEQ. If you are sending your application to a DEQ Agent, check with the DEQ Agent for the appropriate fees and make check payable to the DEQ Agent.

Instructions for completing this form:

**Please answer all questions. An incomplete application will not be processed.
If the information requested is not applicable, please indicate as such.**

A. REFERENCE INFORMATION:

1. Enter the legal name of the applicant. This must be the legal Oregon name (i.e., Acme Products, Inc.) or the legal representative of the company if it operates under an assumed business name (i.e., John Smith, dba Acme Products). The name must be a legal, active name registered with the Oregon Department of Commerce, Corporation Division (503) 378-4752, (http://egov.sos.state.or.us/br/pkg_web_name_srch_inq.login), unless otherwise exempted by their regulations. The permit will be issued to the legal name of the applicant. Enter the common name of the facility or operation if different than the legal name.
2. Enter the physical location of the facility (not mailing address), including city, state, and zip code.
3. Enter the latitude and longitude of the approximate center of the facility or site in degrees/minutes/seconds to the nearest 15 seconds. Latitude and longitude can be obtained from United States Geological Survey (USGS) quadrangle topographic maps by calling toll-free at 1-888-ASK-USGS (1-888-275-8747) or by using DEQ's location finder web site at <http://www.deq.state.or.us/wq/wqpermit/permits.htm>. When using DEQ's location finder web site, if you do not know your address, go to "locate place" on the left side of the page and click on "latitude and longitude" and then click on "map it." To get the longitude and latitude to appear you may have to zoom in and re-center until you find the area. You may want to turn off DEQ interests to eliminate the yellow dots and you may want to turn on the Aerial Photos to help you locate the site (note that the aerial photos are over ten years old). The latitude and longitude will be indicated on the left side of the page. Instructions for obtaining latitude and longitude from topographic maps may be obtained at <http://www.deq.state.or.us/wq/pubs/guides/latlonginstr.pdf>.
4. Provide the primary Standard Industrial Classification (SIC) Code and Title for the facility. The SIC Code is a four digit number assigned to different businesses. The SIC Title corresponds to the Code and is a short description of activities that occur at a business. Typically, SIC Codes are used by the fire marshal or insurance companies. They are also used when filing taxes or registering as a corporation with the state. If you do not know your SIC Code and Title, try the OSHA Web Site at http://www.osha.gov/pls/imis/sic_manual.html or contact DEQ or Agent office for assistance.
5. Indicate if the applicant is the owner of the facility.
6. Enter the name, telephone number, and mailing address of the Legal Contact. The Legal Contact is the person that receives official correspondence from DEQ, such as renewal notices or notices of noncompliance, and may be contacted if there are questions about this application.
7. Enter the name, telephone number and mailing address of the Facility Contact if different from the Legal Contact. The Facility Contact is the person located at the facility that has specific knowledge of the facility or operation under permit (e.g., the treatment plant operator), and may be contacted if there are specific questions about this application.
8. Enter invoicing information for billing purposes if different from the Legal Contact (e.g., "Invoice To: Business Office - Accounts Payable").

B. STORMWATER DISCHARGE INFORMATION:

1. Briefly describe the activities at the site that have the potential to contaminate stormwater. Such activities include the storage of materials or equipment outside, unloading and loading activities, maintenance activities, etc.
2. Indicate where the stormwater runoff from the site goes to. If the stormwater discharges to a City storm drain system, provide the best estimate of the receiving stream in addition to checking the Municipal Storm Sewer box.
3. Indicate if any tests have been done on the facility's stormwater runoff associated with industrial activities on the site. If no stormwater data exists, you are not required to test stormwater for application purposes. Attach any sampling results that may be available.
4. The federal stormwater regulations (40 CFR 122.26(c)) require that your facility be investigated for the presence of non-stormwater discharges. Non-stormwater discharges are any discharges not associated with rain events such as discharges of wash water, boiler blowdown, non-contact cooling water, process wastewater, etc. Certain non-stormwater discharges are authorized under this permit (please see Schedule A, condition 5 of the permit).

Please describe the method used to evaluate your site for the presence of non-stormwater discharges. Methods may include conducting a visual inspection of activities at the site during periods of dry weather to determine if there is any unusual drainage off the site; inspecting site plans or testing drainage lines to confirm that drains being used for non-stormwater discharges are connected to sanitary sewer (sewage treatment plant); or some combination of the above. By signing the application, you certify that such an investigation has been performed. Indicate if any non-stormwater discharges were found during the investigation that are not authorized by this permit or any other existing DEQ permit. For example, if flow was

noted, describe the source of the non-stormwater discharge. At the time the application is reviewed, a determination will be made as to whether the non-stormwater discharge needs a permit.

5. Indicate if any leaks or spills of materials or wastes have occurred at the facility within the last three years.
6. Indicate if there are any other DEQ permits issued for this site. If so, please describe the permits and provide the permit numbers. Indicate if you are using any of the stormwater outfalls on site to discharge wastewater that is authorized under a different permit.

C. LAND USE COMPATABILITY STATEMENT:

Land Use Compatibility Statement (LUCS) must be signed by local planning official. If there are any conditions placed on the land use approval, the findings must be included. The LUCS form may be obtained from DEQ at: <http://www.deq.state.or.us/pubs/permithandbook/lucs.htm>.

D. SIGNATURE OF LEGALLY AUTHORIZED REPRESENTATIVE:

A legally authorized representative must sign the application. The following are authorized to sign the document:

- ◆ **Corporation** — President, secretary, treasurer, vice-president, or any person who performs principal business functions; or a manager of one or more facilities employing more than 250 persons or having gross annual sales or expenditures exceeding \$25 million that is authorized in accordance to corporate procedure to sign such documents
- ◆ **Partnership** — General partner *[list of general partners, their addresses and telephone numbers]*
- ◆ **Sole Proprietorship** — Owner(s) *[each owner must sign the application]*
- ◆ **City, County, State, Federal, or other Public Facility** — Principal executive officer or ranking elected official
- ◆ **Limited Liability Company** — Member
- ◆ **Trusts** — Acting trustee *[list of trustees, their addresses and telephone numbers]*

E. APPLICATION SUBMITTAL:

Please send the following completed application materials to the appropriate DEQ regional office or DEQ Agent office: **Application form; Stormwater Pollution Control Plan (SWPCP); SWPCP checklist; Land Use Compatibility Statement (LUCS), and fees.** For more information on preparing a SWPCP, please see DEQ’s guidance document, located at <http://www.deq.state.or.us/wq/stormwater/industrial.htm>. DEQ has entered into agreements with several local jurisdictions known as “Agents” to process the permit applications and administer the permits on DEQ’s behalf. If your project is located in one of these areas, please submit your application materials to the Agent, including two copies of the SWPCP.

DEQ REGIONAL OFFICES (see map on next page):		
DEQ Northwest Region 2020 SW 4 th Ave., Suite 400 Portland, OR 97201-4987 (503) 229-5263 or 1-800-452-4011	DEQ Western Region 165 East 7 th Avenue, Suite 100 Eugene, OR 97401 (541) 686-7838 or 1-800-844-8467	DEQ Eastern Region 700 SE Emigrant, Suite 330 Pendleton, OR 97801 (541) 276-4063 or 1-800-304-3513

AGENT OFFICES (for 1200-Z and 1200-COLS permits):		
City of Portland Bureau of Environmental Services Water Pollution Control Laboratory 6543 N. Burlington Ave. Portland, OR 97203-5452 Contact: Michael Pronold (503) 823-7584	Clean Water Services (includes all or part of Beaverton, Cornelius, Forest Grove, Hillsboro, Sherwood, Tigard, and Tualatin) 2550 SW Hillsboro Highway Hillsboro, OR 97123 Contact: Rick Fischl (503) 681-5134	City of Eugene 410 River Avenue Eugene, OR 97404 Contact: Jonathan Wilson (541) 682-8616

For the 1200-A permit: All mining operations are required to submit their application materials to the Department of Geology and Mineral Industries (DOGAMI), an Agent of DEQ. Please send your application materials to: Department of Geology and Mineral Industries, Mineral Land Regulation and Reclamation Program, 229 Broadalbin St. SW, Albany, OR 97321, (541) 967-2039. Batch plant operators (no mining activities at the site) should submit their materials to the DEQ regional office.

DEQ Offices

