



City of Hobart (COH) Project SWPPP - Storm Water Notice of Termination (NOT) Checklist/Notes

Prior to the closeout of the Project Storm Water Permit, Storm Water Permittees who are presently covered under the City of Hobart Storm Water Management Ordinance (Chapter 152) for Storm Water Discharges associated with land disturbing activity shall submit a Notice of Termination (NOT) when their facilities no longer have any storm water discharges associated with land disturbing activity as defined in Chapter 152 of the COH municipal code. The NOT shall be sent to the City of Hobart MS4 Coordinator or designated representative.

Project storm water closeout will pertain to all land disturbing activities in order to ensure the protection of the city's storm water drainage system, public health, water quality and aquatic life.

Please note:

The city reserves the right to develop or adopt other guidance documents to serve as design and implementation standards. Other guidance documents distributed by the City of Hobart, Indiana may need to be reviewed and considered when closing out the Project SWPPP.

It will be the full responsibility of the Project Permittee to ensure full compliance with Chapter 152 of the City of Hobart municipal code regarding the project storm water closeout prior to submitting a City of Hobart NOT.

Notice of Termination General Notes:

1. The City of Hobart MS4 Coordinator or designated representative will inspect the project site to evaluate the adequacy of the remaining storm water quality measures and compliance with the City of Hobart Storm Water NOT requirements. Final acceptance of site conditions (storm water infrastructure and post construction BMPs) shall be made by the City MS4 Coordinator or the City designated representative.
2. Final inspection of the project storm water infrastructure and post construction BMPs by the City of Hobart MS4 Coordinator with the Owner designated representative/s will consist of:
 - Evaluation of the installation of the Project storm water quality measures (BMPs) with the Project SWPPP
 - Installation of the project storm water infrastructure
 - Compliance with the City of Hobart Storm Water (Chapter 152) NOT requirements
3. If the project final inspection finds that the project site owner has sufficiently completed the installation of the entire project BMP's and the project storm water infrastructure, the Owner or designated representative is required to submit online to IDEM the CSGP (Construction Storm Water General Permit) NOT. Upon receipt of acceptance from IDEM, the project site owner shall no longer be responsible for compliance with the City of Hobart project construction storm water permit. However, the Owner will still be responsible for maintenance of the site storm water infrastructure and post construction BMPs as agreed upon between the City and the parcel owner through the parcel long term maintenance agreement.

4. If any of the Project Post Construction BMPs and storm water infrastructure are deemed to be insufficient, not appropriate and/or inconsistent with project construction plans and SWPPP (construction and post); final approval regarding the project storm water closeout will not be granted. The Project SWPPP and the Project Storm Water Permit shall be considered open and active until the final site conditions (storm water infrastructure and post construction BMPs) have been approved by the City MS4 Coordinator or designated representative.

Notes:

1. If the CSGP NOT is not submitted to IDEM by the Owner and/or Designated Representative, the project storm water permit will be considered active and all COH applicable storm water permit regulatory requirements will be enforced until the IDEM NOT process is completed and accepted by the city MS4 Coordinator.

Notice of Termination

shall be in accordance with the following requirements:

1. The project site owner shall plan an orderly and timely termination of the construction activities, including the implementation of post construction storm water quality measures that are to remain on the project site.
2. Pipes, channels, catch basins, water quality treatment devices and other infrastructure are clear of sediment, obstructions and debris and are designed and operating as appropriate for final site conditions as follows:
 - a. Slopes are permanently stabilized.
 - b. Temporary erosion prevention or sediment control devices (such as silt fence and staking, outlet protection and the like) have been removed (as appropriate) and any resulting soil disturbance stabilized.
 - c. Sediment has been removed and slopes stabilized for permanent flood control and water quality control practices.
 - d. Final grading of all storm water ponds is completed and stabilized.
 - e. If the ponds As-Builts indicate excess sediment, the excess sediment shall be removed so that actual volume is at least equal to designed volume and condition.
 - f. Other items as deemed to be important by the City MS4 Coordinator or its designate.
3. All land disturbing activities, including construction on all building lots, have been completed and the entire site has been stabilized (stabilization by vegetation shall be at least 70% coverage).
4. All public and common improvements, including infrastructure, have been completed and permanently stabilized.
5. The remaining acreage does not pose a significant threat to the integrity of the infrastructure, adjacent properties or water quality.
6. All permanent/post construction BMP's storm water quality measures have been implemented and are operational.
7. Maintain all erosion and sediment control measures that are to remain on-site as part of the construction plan.
8. Project As-Builts have been submitted to the City MS4 Coordinator for review and approval.
9. Other items as deemed to be important by the city or its designate.
10. If part of a larger common development, the remaining storm water quality measures shall be the responsibility of the individual lot owner or occupier of the property.

As-Builts Requirements

Prior to issuance of a use and occupancy permit or final release of bond(s), the as-built condition of critical storm water management facilities must be reviewed and approved.

The As-Builts shall at least contain the following; volume, capacity, slope, configuration, condition, “as-planted” plans and topographic information, as well as all pipe size, material, lengths, for all detention, retention and water quality practices shall be certified by a professional engineer licensed in the State of Indiana.

This information shall be provided to the city in the form of an as-built digital drawing or other electronic format accepted/required by the city for importation into the COH GIS. FYI, the COH GIS is ESRI based on ARC GIS PRO. Approved Digital File formats are:

- DWG, DXF, DBF, DWF
- SHP, SHX
- DGN

The as-built certification shall indicate if final conditions are consistent with, or exceed, SWPPP provisions.

If it is determined that information provided in the as-built drawing, certification, inspection or survey of the site do not meet or exceed SWPPP requirements, the city reserves the right to withhold certification of occupancy or final bond. Furthermore, other enforcement mechanisms, as identified within this chapter, may be applied to the person certifying the as-built information.

If upon inspection by the city or a designated representative it is determined that there is an item that must be addressed to receive acceptance of site conditions, then the Storm Water Permittee shall be required to continue inspections and maintenance as described in Chapter 152 of the City Municipal Code.

Instructions for Completing SWPPP Notice of Termination (NOT) Form

Who May File a Notice of Termination Form:

Storm Water Permittees who are presently covered under the City of Hobart Storm Water Management Ordinance (Chapter 152) for Storm Water Discharges associated with land disturbing activity shall submit a Notice of Termination (NOT) form when their facilities no longer have any storm water discharges associated with land disturbing activity as defined in Chapter 152.

Elimination of all storm water discharges associated with land disturbing activity occurs when:

- Disturbed soils at the construction site have “ACHIEVED FINAL STABILIZATION” and temporary erosion and sediment control measures have been removed and/or will be removed at an appropriate time.
- All storm water discharges associated with land disturbing activity from the construction site that are authorized by City of Hobart Storm Water Permit have otherwise been eliminated.

Final stabilization means that all soil-disturbing activities at the site have been completed, and that a uniform perennial vegetative cover with a density of 70% of the cover for unpaved areas not covered by permanent structures has been established, or equivalent permanent stabilization measures (such as the use of riprap, gabions, or geotextiles) have been employed.

1. A SWPPP shall be considered open and active until a time when the City of Hobart accepts the following:
 - Site conditions are complete and in compliance with Chapter 152.
 - As-built requirements have been completed, submitted in approved Digital format and approved by the City of Hobart MS4 Coordinator or designated representative.
2. Final acceptance of site conditions shall be made by City of Hobart MS4 Coordinator or a city designated representative, through a complete inspection of the permitted site. If any storm water items are deemed to be insufficient, not appropriate and/or inconsistent with the post-construction SWPPP and as required in Chapter 152, Final Approval will not be granted.

Where to File NOT Form:

Send the attached form to the following address or by email:

City of Hobart MS4 Coordinator

414 Main Street

Hobart, IN. 46342

Email: tkingsland@cityofhobart.org

City of Hobart NOT Form - INDEX

Section I: Permit Information:

Enter the existing IDEM CSGP Permit number and City of Hobart Storm Water Permit number assigned to the appropriate lines: If there has been a change of operator and you are no longer the operator of the facility or site identified in Section III, check the corresponding box: If all storm water discharges at the facility or site identified in Section III have been terminated, check the corresponding box.

Section II: Facility Operator Information:

Give the legal name of the person, firm, public organization, or any other entity that operates the facility or site described in this application. The operator of the facility is the legal entity which controls the facility's operation. Enter the complete address and telephone number of the operator.

Enter the appropriate letter to indicate the legal status of the operator of the facility. F=Federal
S=State M=Public (other than federal or state) P=Private

Section III: Facility/Site Location Information:

Enter the facility's site's official or legal name and complete address, including city, state and ZIP code. If the facility lacks a street address, indicate the state, the latitude and longitude of the facility to the nearest 15 seconds, or the quarter section, township, and range (to the nearest quarter section) of the approximate center of the site.

Section IV: Certification:

Chapter 152 provides for severe penalties for submitting false information on this application form. The City of Hobart regulations require this application to be signed by the Owner or by his designated representative.



Project SWPPP - Storm Water Notice of Termination (NOT)

City of Hobart Storm Water - For all storm water discharges from construction activities that are permitted under Chapter 152 of the City of Hobart Municipal Code.

Date of NOT Request: _____

Project Name: _____

Owner/Designated Representative requesting NOT: _____

Submission of this Notice of Termination constitutes notice that the party identified in Section II of this form is no longer authorized to discharge storm water associated with land disturbing activity under Chapter 152. ALL NECESSARY INFORMATION MUST BE PROVIDED ON THIS FORM.

I. Permit Information:

IDEM CSGP (Construction Storm Water General Permit) Permit Number: _____

City of Hobart Storm Water Permit Number: _____

Check here if you are no longer the operator of the Facility: _____

If checked, a completed Permanent Storm Water System Maintenance and Responsibility Agreement Form for the new operator must be submitted along with this form)

Check here if the City of Hobart storm water permit is requested to be terminated: _____

II. Facility Owner Information:

Name: _____ Phone: (____) _____

Address: _____ Ownership Status: ____ (F, S, M or P)

City: _____ State: ____ Zip: _____

III. Facility/Site Location Information:

Project Name: _____

Address: _____

City: _____ State: ____ ZIP: _____

IV. Certification: I certify under penalty of law that all storm water discharges associated with land disturbing activity from the identified facility that are authorized by Chapter 152 have been eliminated or that I am no longer the operator of the facility. I understand that by submitting this Notice of Termination, I am no longer authorized to discharge storm water associated with land disturbing activity under this permit, and that discharging pollutants in storm water associated with land disturbing activity to City of Hobart Municipal Separate Storm Sewer System (MS4) and/or receiving waters is unlawful under Chapter 152 where the discharge is not authorized by a permit. I also understand that the submittal of this Notice of Termination does not release an operator from liability for any violation of this permit or the Clean Water Act.

Print Name: _____ Title: _____

Signature: _____ Date: _____

IDEM New Format regarding submission of the NOT and other Documents

IDEM Guidance Document - Construction Stormwater Permits

The Indiana Department of Environmental Management (IDEM) is now accepting **online** construction stormwater permit applications to obtain authorization to discharge under the Construction Storm Water General Permit.

Municipal Separate Storm Sewer System (MS4) entities are responsible for regulating a significant number of construction projects statewide, in addition to those projects they own and/or operate. All of these projects require the submittal of a construction/stormwater pollution prevention plan (SWP3), a notice of intent (NOI), and, eventually, a notice of termination (NOT). The **IDEM Regulatory ePortal** streamlines this process.

IDEM is requesting that MS4s assist the agency in promoting the use of the online system. This system meets the U.S. Environmental Protection Agency (U.S. EPA) e-reporting rule, which requires online submittals for all National Pollutant Discharge Elimination System (NPDES) applications and reporting requirements.

IDEM will be eliminating paper notifications through the mail and all correspondence from the agency will be associated with notification to register within the system. Consultants and applicants should begin to use the system.

Who can submit online applications?

- Any business, organization or person who needs to apply for construction stormwater permit coverage can submit an online application.

Is there a difference between the online application and the paper application?

- The IDEM Regulatory ePortal expedites the processing time for all applications.
- There is no cost difference between the online and paper application.

Where do I go to submit a construction stormwater permit application online?

- Applications can be completed at <https://stormwater.idem.in.gov>
IDEM Guidance Document Construction Stormwater Permits 2 of 2

When can I begin submitting online applications to obtain authorization to discharge under 327 IAC 15-5 (Construction Stormwater Rule)?

- IDEM is accepting Construction Stormwater Permit coverage applications now.

How can I tell if a Notice of Sufficiency (NOS) was issued for a project?

- Permittees and individuals affiliated with a specific project will have access to manage the project within the system; including access to all documents.
- The status of an application and the issuance of a NOS or acceptance of a Notice of Termination can be found at <https://stormwater.idem.in.gov/nsite>.

How do I get started?

- IDEM has developed Regulatory ePortal Guidance documents. These documents can be found online at: <https://www.in.gov/idem/stormwater/construction-land-disturbance-permitting/>

If you have questions about the IDEM Regulatory ePortal, contact IDEM's Office of Water Quality at 317-233-8488 or online at Stormwat@idem.IN.gov.

For additional program information related to submittal of plans, NOIs, and NOTs, visit the Stormwater Program website at <https://www.in.gov/idem/stormwater/2331.htm>.