

**United States Environmental Protection Agency  
National Pollutant Discharge Elimination System**  
Notice of Intent (NOI) for coverage under the Small Municipal Separate  
Storm Sewer System (MS4) General Permit (PRR040000) for Puerto Rico

**Part A. General Information**

1. Name of Municipality or Organization: \_\_\_\_\_
2. Type:  Federal  State  Municipality  Other: \_\_\_\_\_
3. Existing Permittee:  Yes  No    If yes, provide EPA NPDES Permit Number: P R R 0 4 \_\_\_\_\_
4. Location Address:
  - a. Street: \_\_\_\_\_  
\_\_\_\_\_
  - b. City: \_\_\_\_\_ State: PR Zip Code: \_\_\_\_\_
5. Mailing Address:
  - a. Street: \_\_\_\_\_  
\_\_\_\_\_
  - b. City: \_\_\_\_\_ State: PR Zip Code: \_\_\_\_\_
6. Telephone Number: \_\_\_\_\_ Fax: \_\_\_\_\_
7. E-mail: \_\_\_\_\_
8. Standard Industrial Classification (SIC) Code (see instructions for common codes): \_\_\_\_\_
9. Latitude: (use the format provided.) \_\_\_\_\_ Longitude: (use the format provided.) \_\_\_\_\_  
*Approximate center of the regulated portion of the MS4.*  
  
\_\_\_\_ ° \_\_\_\_ ' \_\_\_\_ " N (degrees, minutes, seconds)      \_\_\_\_ ° \_\_\_\_ ' \_\_\_\_ " W (degrees, minutes, seconds)  

Or

\_\_\_\_ . \_\_\_\_ ° N (degrees decimal)      \_\_\_\_ . \_\_\_\_ ° W (degrees decimal)

**Part B. Primary MS4 Program Manager Contact Information**

1. Name: \_\_\_\_\_
2. Position Title: \_\_\_\_\_
3. Stormwater Management Program (SWMP) Location (web address or physical location): \_\_\_\_\_  
\_\_\_\_\_
4. Mailing Address:
  - a. Street: \_\_\_\_\_  
\_\_\_\_\_
  - b. City: \_\_\_\_\_ State: PR Zip Code: \_\_\_\_\_



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3. Post-Construction Stormwater Management adopted?  Yes  No
- a. Effective Date or Estimated Date of Adoption: \_\_\_\_\_  
(MM/DD/YYYY)

**Part G. Receiving Waters**

List the names of all surface waterbody segments to which your MS4 discharges. For each waterbody segment, please report the number of outfalls discharging into it and, if applicable, any impairments. You may attach additional information.

Waterbody Segment that receives flow from the MS4	Number of Outfalls into receiving waterbody segment	Have any monitoring been performed to outfalls? (Yes/No)	List of Pollutant(s) causing impairment (if applicable)	List of TMDL Pollutant (s) (if any)

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**Part H. Summary of Stormwater Management Program (SWMP) under the 2006 Small MS4 General Permit**

For every measurable goal and associated Best Management Practice (BMP) listed in the adopted program, provide the following information (You may include additional pages):

BMP Description or BMP ID (e.g. MCM-1)	Goal Achieved? (Yes/No)	Continued in next permit cycle? (Yes/No)	Who was the targeted audience? Explain reason for not achieving goal.	Modification(s) to goals or BMP for next permit cycle

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**Part I. 2016 Stormwater Management Program (SWMP) Summary**

Public Education and Outreach (See Part 2.4.2 for detailed information of required BMPs):

BMP Description or BMP ID (e.g. MCM-1)	Education Topic (Identify the issue your BMP is educating the public about.)	Outreach Method (Describe the method used to convey this topic, e.g. mailing, events, school, etc.)	Measurable Goal (What is the end result of this program? What indicator will determine the goal has been met? (e.g., number mailing sent, people at event, class participation, etc.)

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**Part I. 2016 Stormwater Management Program (SWMP) Summary (continued)**

Public Involvement and Participation (See Part 2.4.3 for detailed information of required BMPs):

BMP Description or BMP ID (e.g. MCM-1)	Program Description (Describe the program and how it will inspire public participation, e.g. special events, volunteer sampling and monitoring efforts, household hazardous waste recycling, etc.)	Measurable Goal (What is the end result of this program? What indicator will determine the goal has been met? (e.g., participation, amount of sampling performed, waste collected, etc.)

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**Part I. 2016 Stormwater Management Program (SWMP) Summary (continued)**

Illicit Discharge Detection and Elimination (See Part 2.4.4 for detailed information of required BMPs):

BMP Description or BMP ID (e.g. MCM-1)	Program Description (Describe the program and how it will identify and remove illicit connections from the MS4, e.g. new regulations, investigation practices, removal of illicit connections, etc.)	Measurable Goal (What is the end result of this program? What indicator will determine the goal has been met? (e.g., adoption of bylaws/ordinances, amount of investigation performed, identified and removed illicit connections, etc.)

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**Part I. 2016 Stormwater Management Program (SWMP) Summary (continued)**

Construction Site Stormwater Runoff Control (See Part 2.4.5 for detailed information of required BMPs):

BMP Description or BMP ID (e.g. MCM-1)	Program Description (Describe the program and how it will help control stormwater runoff at construction sites, e.g. new regulations, construction practices, inspection protocols, etc.)	Measurable Goal (What is the end result of this program? What indicator will determine the goal has been met? (e.g., adoption of bylaws/ordinances, amount of inspections performed and sites actively regulated, etc.)

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**Part I. 2016 Stormwater Management Program (SWMP) Summary (continued)**

Post-Construction Stormwater Management in New Development and Redevelopment (See Part 2.4.6 for detailed information of required BMPs):

BMP Description or BMP ID (e.g. MCM-1)	Program Description (Describe the program and how it will control stormwater runoff from properties after they are developed, e.g. new regulations, practices, or resources for contractors to use Low Impact Development (LID), etc.)	Measurable Goal (What is the end result of this program? What indicator will determine the goal has been met? (e.g., adoption of bylaws/ordinances, amount of implemented practices, development of capacity building resources, etc.)

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**Part I. 2016 Stormwater Management Program (SWMP) Summary (continued)**

Good Housekeeping and Pollution Prevention in Municipal Operations (See Part 2.4.7 for detailed information of required BMPs):

BMP Description or BMP ID (e.g. MCM-1)	Program Description (Describe the program and how it will mitigate stormwater runoff at municipal properties ort through municipal activities, e.g. installation of structural stormwater controls on the municipal properties, new practices to reduce pollutant exposure to rain events, runoff management, trainings, etc.)	Measurable Goal (What is the end result of this program? What indicator will determine the goal has been met? (e.g., structural BMPs installed, SOPs developed and implemented, etc.)

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**Part J. Application Certification and Signature**

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 gathered and evaluated 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.

Signature of Mayor/Elected Official: \_\_\_\_\_

Print Name of Mayor/Elected Official: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

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**Instructions for Completing the Notice of Intent for Stormwater Discharges Associated with  
MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) in urbanized areas under the Small MS4 General Permit**

**IMPORTANT:** For EPA to determine this application to be complete, perform a review, and issue a General Permit authorization letter, all required items on this form must be completed. Responses must be self-explanatory and must not refer exclusively to attached maps, plans, or documents. Mail this Application Form to the EPA-Caribbean Environmental Protection Division address stated below. Small MS4 permitting documents and related forms are available from the Storm Water Program at website: <http://www.epa.gov/region2/cped/stormwater.html>.

<b>NOI submittal Deadlines/Discharge Authorization Dates</b>		
<b>Category</b>	<b>NOI Deadline</b>	<b>Discharge Authorization Date<sup>1</sup></b>
Existing Dischargers - in MS4 as of November 6, 2011 and authorized for coverage under the 2006 Small MS4 General Permit.	No later than 90 days of the FR date.	30 days after EPA posts your NOI. Your authorization under the 2006 Small MS4 General Permit is automatically continued until you have been granted coverage under this permit or an alternative permit, or coverage is otherwise terminated.
New Dischargers or Designated Sources - commence discharging after November 6, 2011.	As soon as possible but no later than 180 days of the determination date.	30 days after EPA posts your NOI.

<sup>1</sup>Based on a review of your NOI or other information, EPA may delay your authorization for further review, notify you that additional effluent limitations are necessary, or may deny coverage under this permit and require submission of an application for an individual NPDES permit, as detailed in Small MS4 General Permit Part 1.8. In these instances, EPA will

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notify you in writing of the delay or the request for submission of an individual NPDES permit application. EPA will post these NOIs on its website at [www.epa.gov/region2/cepd/stormwater.html](http://www.epa.gov/region2/cepd/stormwater.html).

**Where to File the NOI Form**

You must send the NOI to one of the addresses listed below:

NOIs sent regular or overnight/express mail:

EPA Region 2 – Caribbean Environmental Protection Division

City View Plaza – Suite 7000

48 Road 165 Km 1.2

Guaynabo, PR 00968

If you have questions, please contact EPA's Office at (787) 977-5870.

- When you file a paper NOI, please submit the original with a signature in ink – Do Not Send Copies. Also, faxed copies will not be accepted.
- Your SWMP does not need to be submitted for review unless specifically requested by EPA. You must keep a copy of your SWMP on-site or otherwise make it available to municipal personnel and/or contractors responsible for implementing provisions of the permit.

**Completing the NOI Form**

To complete this form, type or print in uppercase letters in the appropriate areas only. Please make sure you complete all questions. Make sure you make a photocopy for your records before you send the completed original form to the address above.

**Part A. General Information**

**Item 1 – Name of Municipality or Organization:** Provide the legal name of the separate storm sewers owned or operated by the United States, a State, city, town, municipality, district association or public organization or any other public entity (created by or pursuant to State law) having jurisdiction over storm water of other wastes, including

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districts under State law such as a sewer district, flood control district or drainage district, or similar entity, or a designated and approved management agency that discharges to waters of the United States.

Item 2 – **Type:** Indicate what type of public entity the MS4 pertains to.

Item 3 – **EPA NPDES Permit Number:** Specify the permit number assigned under 2006 Small MS4 General Permit, if applicable.

Item 4 – **Location Address:** Indicate the physical address of the location of the MS4 office.

Item 5 – **Mailing address:** Indicate the mailing address where the MS4 receives the correspondence.

Item 6 – **Telephone/Fax Number:** Indicate the telephone and fax number of the MS4 office.

Item 7 – **E-mail:** Indicate the electronic mail the elected official use for electronic documents.

Item 8 – **Standard Industrial Classification (SIC) Code:** Indicate the code that reflects the service provided by the facility. For additional information on SIC codes, check the Occupational Safety and Health Administration’s website at: <http://www.osha.gov/cgi bin/sic/sicser5>.

Typical SIC Codes for MS4s

SIC Code	Description
8221	Colleges, universities, and professional schools furnishing academic courses and granting academic degrees.
9199	Government establishments primarily engaged in providing general support for government, which include personnel, auditing, procurement services, and building management services, and other general government establishments which cannot be classified in other industries.

Item – 9 **Latitude and Longitude Coordinates:** The Latitude and Longitude must be the approximate center of the regulated portion of the small MS4. Enter the latitude and longitude of the site in either degrees, minutes, and seconds or decimal form. For help obtaining the latitude and longitude, go to <http://www.google.com/maps> or <http://www.terraserver.com>.

**Part B. Primary MS4 Program Manager Contact Information**

Item 1, 2, 4, 5 and 6 – **Name, Title, Mailing address, Telephone Number and E-mail:** Indicate the name, title, mailing address, city, zip code, the phone number, and the email address of the contact person for the Small MS4. The contact person shall be the primary person responsible for implementing or coordinating the Storm Water Management

Program. This person will be thoroughly familiar with the operation of the Small MS4 and with the facts reported in this application, and will be contacted by EPA as necessary.

Item 3 – **SWMP Location:** Indicate the location where a copy of the most recent SWMP may be found. You may either provide the location on a website of the digital copy or the physical location of a hard copy.

### Part C. Eligibility Determination

Item – 1 **Endangered Species Act (ESA) Determination:** Based on the instruction provided in Appendix C of the 2016 Small MS4 General Permit, indicate which permit criterion (A, B, C, D, and E) you are using to satisfy your eligibility obligations, as required in Part 1.9, for protection of endangered and threatened species, and designated critical habitat.

Item – 2 **National Historic Preservation Act (NHPA) Determination:** Based on the instruction provided in Appendix D of the 2016 Small MS4 General Permit, indicate which permit criterion (A, B, C, and D) you are using to satisfy your eligibility obligations, as required in Part 1.10, for protection of historic properties.

### Part D. Map/Boundaries

Item – 1 **MS4/Organization Description of regulated boundaries:** Provide a narrative description of the geographical location of the MS4, including city or other municipality (this is especially important for systems at military bases and large education, hospital or prison complexes, and special districts and associations). Briefly describe the MS4. Indicate what the basic design of the MS4 includes such as subsurface pipes, open channel flow, and whether any significant portions of the MS4 discharge into surface water through engineered systems and/or conveyances.

Item – 2 **Location Map/Boundaries:** A location map for the MS4 (hard copy only) must be submitted. The boundaries of permit coverage must be indicated. For permitting purposes, the map must be of sufficient detail so that the exact boundaries, by street or other demarcation, can be determined. It is up to the permittee to ascertain the accuracy of maps, especially with respect to political and jurisdictional boundaries.

The map must show the city, town, ward, or district boundaries or service area, as applicable. For any MS4s that are partially within an urbanized area, the location map must show the urbanized area boundaries.

It is recommended to start with the portion of the USGS (U.S. Geological Survey) quadrangle map showing the MS4 area. You can then use the USGS map as a guide for preparing your location map, which will be more detailed. If alternative maps are used, they must be of sufficient scale so that individual property locations can be determined in relation to the urbanized area and the municipal boundaries. For less expansive Small MS4s (e.g., university districts), the map should be of an appropriate scale to clearly indicate the property boundaries.

### Part E. MS4 Infrastructure

Item – 1 **Estimated Percent of Outfall Map Complete:** Based on Part 4.2.3.1.2 of the 2006 Small MS4 General Permit, specified that the MS4 is to develop, if not already completed, a storm sewer system map, showing the location of all outfalls and the names and location of all waters of the United States that receive discharges from those outfalls (See

also 40 CFR 122.34(b)(3)(ii)(A) for regulatory citation). Indicate the estimated percentage of accomplishment of the storm sewer mapping within the regulated urbanized area.

Item – 1a **If 100% of the 2006 requirements are not met, enter an estimated date of completion:** Many MS4s have selected phasing in the data gathering for the mapping of its storm sewer system. Indicate the approximate date the MS4 has scheduled completing the mapping of its storm sewer system.

Item – 1b **Web address where MS4 map is published:** As digital mapping has been a mean for updating data and having it relatively available, indicate the website the MS4 has posted its storm sewer outfall map. If digital map is unavailable on the internet then an electronic or paper copy of the storm sewer outfall map must be included with NOI submission.

#### **Part F. Bylaw/Ordinance Development**

Item – 1 **Illicit Discharge Detection and Elimination (IDDE) authority adopted:** Based on Part 4.2.3.1.3 and 4.2.3.2.2 of the 2006 Small MS4 General Permit specified the mechanism (ordinance or other regulatory mechanism) to be used to prohibit illegal discharges into the MS4, indicate if already adopted.

Item – 1a **Effective Date or Estimated Date of Adoption:** Indicate the date IDDE ordinance or other regulatory mechanism is implemented or scheduled to be implemented.

Item – 2 **Construction/Erosion and Sediment Control (ESC) authority adopted:** Based on Part 4.2.4.1.1 and 4.2.4.2.1 of the 2006 Small MS4 General Permit specified the mechanism (ordinance or other regulatory mechanism) to require erosion and sediment control before discharging into the MS4, indicate if already adopted.

Item – 2a **Effective Date or Estimated Date of Adoption:** Indicate the date ESC ordinance or other regulatory mechanism is implemented or scheduled to be implemented.

Item – 3 **Post-Construction Stormwater Management adopted:** Based on Part 4.2.5.1.3 and 4.2.5.2.5 of the 2006 Small MS4 General Permit specified the mechanism (ordinance or other regulatory mechanism) to require stormwater controls specifically tailored for their local community, minimize water quality impacts, and attempt to maintain pre-development runoff conditions, indicate if already adopted.

Item – 3a **Effective Date or Estimated Date of Adoption:** Indicate the date post construction stormwater management ordinance or other regulatory mechanism is implemented or scheduled to be implemented.

#### **Part G. Receiving Waters**

Identify all of the different surface waters of the U.S. receiving stormwater runoff from the Small MS4 by using the USGS topographic map. "Waters of the U.S." is defined in 40 CFR 122.2 as any waters on the surface including, but not limited to, streams, rivers, lakes, ponds, reservoirs, seas, oceans and wetlands. Provide the amount of outfall(s) that discharge to the waterbody. Indicate if monitoring been performed to the discharge of the outfall(s). Provide the list of pollutants that have been of impairment to the water quality of the waterbody. Identify those pollutants that are determined as a

total maximum daily load (TMDL) in the waterbody. Information is available at EPA's website:  
[www.epa.gov/mywaterway](http://www.epa.gov/mywaterway).

#### **Part H. Summary of Stormwater Management Program (SWMP) under the 2006 Small MS4 General Permit**

Provide information related to the goals and best management practices (BMPs)/controls developed, implemented and enforced in the SWMP under the 2006 Small Ms4 General Permit. Indicate the description or identification of the practice/control, goal achieved, continuation of practice/control into the next permit cycle, and modification(s) if any to the goal and/or practice/control.

#### **Part I. 2016 Stormwater Management Program (SWMP) Summary**

Provide information pertaining to the updated SWMP taking into account the requirements established in the 2016 Small MS4 General Permit for each minimum control measure. Indicate the description or identification for each of the practice/control, educational topic, program description, and measurable goals for:

- Public Education and Outreach (See Part 2.4.2 for detailed information of required BMPs)
- Public Involvement and Participation (See Part 2.4.3 for detailed information of required BMPs)
- Illicit Discharge Detection and Elimination (See Part 2.4.4 for detailed information of required BMPs)
- Construction Site Stormwater Runoff Control (See Part 2.4.5 for detailed information of required BMPs)
- Post-Construction Stormwater Management in New Development and Redevelopment (See Part 2.4.6 for detailed information of required BMPs)
- Good Housekeeping and Pollution Prevention in Municipal Operations (See Part 2.4.7 for detailed information of required BMPs)

#### **Part J. Application Certification and Signature**

The application must be signed to be considered complete. It must be signed by an individual based on the requirements stated on the NOI form following 40 CFR 122.22. Based on this rule, for a municipality, state, federal, or other public agency, the application shall be signed by either a principal executive officer or a ranking elected official. For purposes of this paragraph, a principal executive officer of a federal agency includes the chief executive officer of the agency, or a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., regional administrator of the EPA). Enter certifier's printed name and title. Sign and date the form. (CAUTION: An unsigned or undated NOI form will prevent the granting of permit coverage.)