



Department of
Environmental
Conservation

**INSTRUCTIONS FOR COMPLETING THE
NOTICE OF INTENT
TO OBTAIN COVERAGE UNDER
SPDES MULTI-SECTOR GENERAL PERMIT
FOR
STORMWATER DISCHARGES ASSOCIATED WITH INDUSTRIAL ACTIVITY
(GP-0-23-001)**

April 2023

All information must be completed on the NOI, unless stated otherwise in these instructions.

SECTION 1 – Owner Information

The first section of the NOI asks for basic information about a facility's owner/operator, contact and location.

Owner/Operator Information

Provide the complete name and address of the legally responsible Owner or Operator of the facility seeking coverage under the MSGP. If this is a corporation the name should indicate this fact (e.g. INC., LLC, etc.). Correspondence from the Department is sent to this address.

Contact Information

Provide the name, phone number and email address of the person who should be contacted with questions regarding the information provided in the NOI, facility reporting or other permit related topics.

Billing Information

Complete this section if you would like the SPDES bill, which is sent from the Department at the end of each year, to be mailed to a different address than the Owner/Operator address.

Section 2 - Facility Information

Enter the complete name and physical address of the facility and the County in which the facility is located.

Facility Location

Enter the geographic coordinates in decimal degrees for the latitude and longitude of the facility. These can be found by entering your facility address directly into the *Google Maps* application within the NOI.

These coordinates can also be found by using the Stormwater Interactive Map, a link to which is on the Department's *Interactive Online Maps* webpage:

<http://www.dec.ny.gov/pubs/42937.html>,

or directly at the link below:

<https://gisservices.dec.ny.gov/gis/stormwater/>

Applicable Layers for questions on the NOI

- Impaired Waterbodies for MSGP Layer
 The layer (or line) color of this map is orange..
- Waterbody Inventory/Priority Waterbodies List
 The layer (or line) color of this map is blue.

Please note it is necessary that the coordinates are given in decimal degrees using latitude and longitude and not a different geographic coordinate system. It is also easy to reverse the latitude and longitude coordinates, thereby giving a location that is not the location of the facility. In New York State, latitude is a number with minimum of 3 decimal places between 40.496 and 45.015 and longitude is a number with minimum 3 decimal places between -71.856 to -79.762. Longitude is always a negative number.

Permit Coverage

This question requests the existing SPDES identification of facilities that are covered under the Multi-Sector General Permit. These IDs begin with NYR00, followed by a letter and 3 numbers (e.g. NYR00Z123).

If the facility has current coverage under the previous version of the MSGP and is owned by the same individual or entity, mark [Yes] enter the SPDES ID in the space provided. If the answer is [No], go to the next section.

SECTION 3 - Eligibility Information

This section asks for information specific to the facility and the Stormwater Pollution Prevention Plan.

Question 1 - Eligibility Requirements

Read and review Part I.B of GP-0-23-001 before answering this question. If the answer to this question is [NO] then your facility is not eligible for coverage under the MSGP. Call the Department to determine next steps.

Question 2 - Ineligible Activities

Read and review Part I.C of GP-0-23-001 before answering this question. If the answer to this question is [YES] then your facility is not eligible for coverage under the permit. Call the Department to determine next steps.

Question 3 - Stormwater Pollution Prevention Plan (SWPPP) Preparation

Indicate whether a SWPPP has been developed for the facility in accordance with the requirements described in Part III and Part VII of the MSGP. General requirements that apply to all facilities are found in Part III of the permit. Requirements specific to your facility, also known as sector specific requirements, are found in Part VII of the permit.

To determine which section of Part VII applies to the facility, refer to the worksheets at the end of these instructions. Find the heading(s) above the box(es) you marked to determine which Industrial Activities are being performed at the facility. The letter in the heading corresponds to the applicable section in Part VII of the permit.

For example, an individual completing an NOI for an automobile salvage yard, with an SIC code of 5015 would mark the box on the worksheet next to the number 5015. The heading above this entry indicates that the SIC code falls under Sector M: Automobile Salvage Yards. Therefore, the sector specific requirements are found in Part VII.M of the permit.

Confirm that the SWPPP requirements in this section, as well as Part III have been met. If so, answer [Yes] to question 3. If question 3 is answered [No] the facility is not eligible for coverage under the MSGP. Contact the Department for next steps.

Question 4 - Public Availability of the SWPPP

The SWPPP must be made available to the public. Indicate how the SWPPP will be made available to the public. Mark all that apply. If the SWPPP is available online, please give the URL. If the SWPPP is available at a location other than the facility, please provide the address.

SECTION 4 – Waterbody Information

Question 1 - Surface Waterbody identification

This question requires that you identify the name of the nearest natural surface waterbody into which the site runoff will discharge after leaving the facility's property. Use the Stormwater Interactive Map, which is found on the nForm and directly at the link below: <https://gisservices.dec.ny.gov/gis/stormwater/>

- Waterbody Inventory/Priority Waterbodies List
 The layer (or line) color of this map is blue. Clicking on the waterbody will open a popup that will give the waterbody's formal name

When using the Stormwater Interactive Mapper, zoom in close to get the layers to show.

NOTE - If the discharge from a facility enters an MS4 before entering the waterbody, identify the surface waterbody that receives the discharge from the MS4. Do not enter the name of the MS4 here. Question 3A of this section asks for the identification of the MS4.

Question 2 – Impaired Waterbody

Determination of receiving waterbody impairment

Enter [YES] in Question 2 if the waterbody identified in Question 1 is an impaired waterbody identified on the Stormwater Interactive Map. To determine waterbodies that are impaired use the following links available on the Department's public web site:

- Impaired Waterbodies for MSGP Layer

 The layer (or line) color of this map is orange..

When you click on the waterbody, a popup will give the waterbody's name, pollutant(s) of concern and MSGP sectors affected. If you do not know what sector your facility is in, use the worksheets attached to these instructions to make this determination.

If Question 2 is [NO], then go to Question 3, otherwise go to Question 2A.

2A. Pollutant of Concern

Once the pollutant(s) of concern for the impaired waterbody determined in Question 2 is known, check Appendix G of the permit to determine if the pollutant causing the impairment is a pollutant of concern included in the benchmarks and/or effluent limitations in the facility's industrial sector of Part VII.

2B. SWPPP BMPs

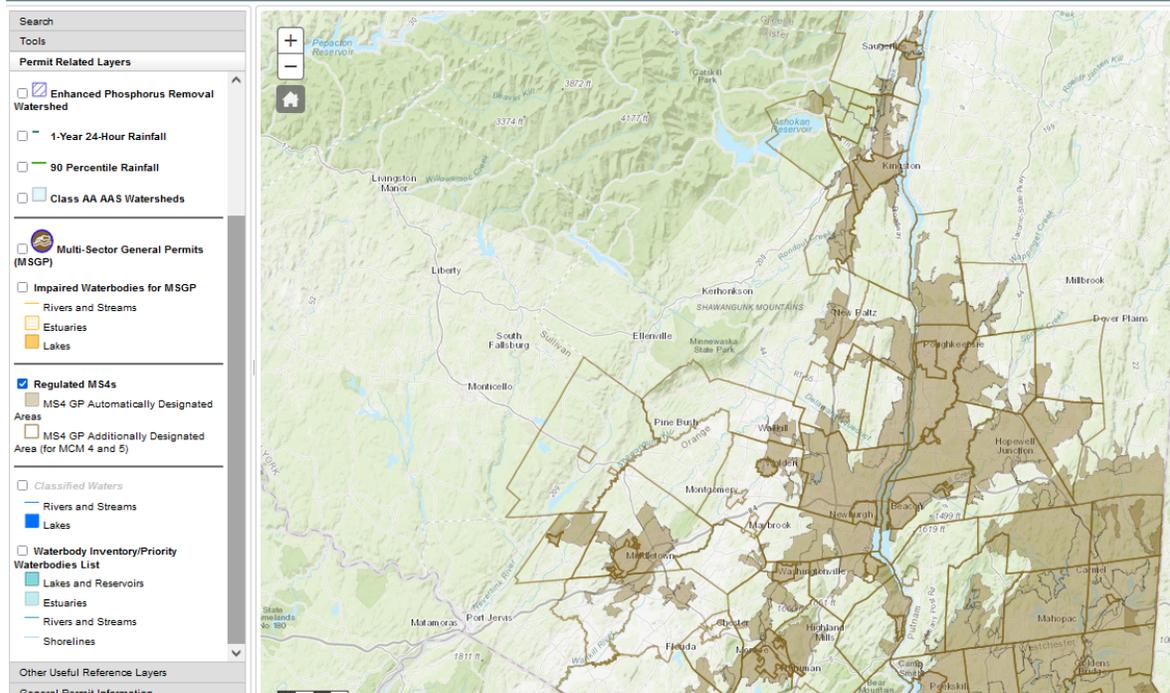
Indicate if the SWPPP includes control measures targeted at the pollutant of concern.

NOTE - If question 2A is answered [YES] and 2B is answered [NO], then you are not eligible for permit coverage.

Question 3 – Municipal Separate Storm Sewer System (MS4)

Enter [YES] in Question 3 if site runoff enters an MS4 and enter the name of the Municipality/Entity that owns the MS4 in Question 3A. The Municipality/Entity can be determined using the stormwater interactive map. The map layer is brown as indicated in the image below.

Stormwater Interactive Map



Alternatively, you can contact the town, village or county to determine if stormwater runoff from the facility enters the MS4.

If site runoff does not enter an MS4, enter [NO] for Question 3 and move on to The next section.

NOTE - If you answer [YES] to question 3, the answer to Question 1 should be the surface waterbody where the MS4 discharges.

NOTE – If your facility discharges to multiple waterbodies, you must add these additional waterbodies and repeat the instructions from this section for each additional waterbody.

SECTION 5 – Outfall Information

This section asks for information specific to the outfalls that discharge industrial stormwater from the facility.

Question 1 – Primary SIC Code

Enter the facilities Primary SIC Code. The operation that generates the most revenue or employs the most personnel is the operation in which the facility is primarily engaged. In situations where the vast majority of on-site activity falls within one SIC code, that activity may be the primary industrial activity. The primary industrial determination is based on the value of receipts or revenues or, if such information is not available for a particular facility, the number of employees or production rate for each process may be compared.

Question 2 – Other SIC Codes

Indicate if there are other SIC codes associated with the facility. If [YES] is chosen a new SIC code dropdown menu will open. Add additional rows if there are more than two (2) SIC codes at the facility.

Question 3 – Numeric Effluent Limitations Question

Does the facility fall under any of the Sectors listed?
If you answer [Yes] question 3A opens.

3A. Sector and EPA Point Source

Indicate what sector the facility falls under. The EPA Point Source Category question for the sector indicated in 3A will open. To answer the question, indicate [Y] or [N] in the outfall row under the EPA Point Source column heading.

NOTE – If the facility falls under any sectors in 3A then the facility is subject to Compliance monitoring.

Outfall and Sector Information

OUTFALL #	SIC AND SECTOR CODES	EPA POINT SOURCE	ACRES	LATITUDE	LONGITUDE
001	2439-A x ▾	N x ▾	1.00	40.500	-78.200

ADD ROW

Complete the Outfall table:

- Enter the outfall number using 3-digits. If you have one outfall, you may identify it as 001. If there are 2, identify the second outfall 002 and so on.
- Enter the SIC code by choosing from the drop-down menu. The Sector Code is included with the SIC code.
- As indicated above choose [Y] or [N] for the EPA Point Source.
- Provide an estimate of the drainage area contributing to the discharge from the outfall in acres.
- Provide the Latitude and Longitude of the outfall to 3 decimal places.

Add a row for each outfall at the facility that needs permit coverage. Make sure that the locations of these outfalls are marked in your SWPPP site map.

Question 4 – Representative Outfall Waiver

Indicate if a Representative Outfall Waiver is being claimed in accordance with Part IV.G of the MSGP. If [YES] a new section will appear, (Representative Outfall Information Section) and must be completed before submission.

Certification

Answer the 2 questions given, read the certification statement and complete the form. No blank spaces are allowed on the form. The certification must be signed by a member of the corporation's executive team, a partner in the partnership, the sole proprietor of the business, or the ranking elected official of the municipality.

Additional Assistance

You may contact MSGP Compliance, by email at MSGPcompliance@dec.ny.gov if you need further assistance.

Industrial Activities Worksheet

Identify Industrial Activities from the Industrial Sectors

Mark the box in the left column next to the SIC code(s) associated with the industrial activities being conducted at the facility. Mark all SIC codes that apply to the facility. To find or confirm the facility's SIC code, consult a reference such as the Standard Industrial Classification System search tool on the U.S. Department of Labor website. To help answer the outfall questions, the heading under the chosen SIC code will inform you of what Sector applies to your facility and the third column will give you the required monitoring.

Sectors of Industrial Activity And Related Monitoring Requirements			
Mark all that apply	Activities Consistent with Descriptions and SIC Code or Activity Code	Monitoring Required	Activity Represented
	Sector A: Timber Products		
	2411	Benchmark, Compliance*	Log Storage and Handling (Wet deck storage areas are only authorized if no chemical additives are used in the spray water or applied to the logs).
	2421	Benchmark	General Sawmills and Planning Mills
	2426	Benchmark	Hardwood Dimension and Flooring Mills
	2429	Benchmark	Special Product Sawmills, Not Elsewhere Classified
	2431-2439 (except 2434 - see Sector W)	Benchmark	Millwork, Veneer, Plywood, and Structural Wood
	2441, 2448, 2449	Benchmark	Wood Containers
	2451, 2452	Benchmark	Wood Buildings and Mobile Homes
	2491	Benchmark	Wood Preserving
	2493	Benchmark	Reconstituted Wood Products
	2499	Benchmark	Wood Products, Not Elsewhere Classified Mulch Processing
	Sector B: Paper and Allied Products		
	2611		Pulp Mills
	2621		Paper Mill
	2631	Benchmark	Paperboard Mills
	2652-2657		Paperboard Containers and Boxes
	2671-2679		Converted Paper and Paperboard Products, Except Containers and Boxes
	Sector C: Chemical and Allied Products		
	2812-2819	Benchmark	Industrial Inorganic Chemicals
	2821-2824	Benchmark	Plastics Materials and Synthetic Resins, Synthetic Rubber, Cellulosic and Other Manmade Fibers Except Glass
	2833-2836		Medicinal Chemicals and Botanical Products; Pharmaceutical Preparations; In Vitro and In Vivo Diagnostic Substances; Biological Products, Except Diagnostic Substances
	2841-2844	Benchmark	Soaps, Detergents, and Cleaning Preparations; Perfumes, Cosmetics, and Other Toilet Preparations
	2851		Paints, Varnishes, Lacquers, Enamels, and Allied Products
	2861-2869		Industrial Organic Chemicals
	2873-2879	Benchmark, Compliance*	Agricultural Chemicals, Composting (2875)
	2891-2899		Miscellaneous Chemical Products
	2911	Benchmark	Petroleum Refineries
	3952 (limited to list)		Inks and Paints, Including China Painting Enamels, India Ink, Drawing Ink, Platinum Paints for Burnt Wood or Leather Work, Paints for China Painting, Artist's Paints and Artist's Watercolors

Sectors of Industrial Activity And Related Monitoring Requirements			
Mark all that apply	Activities Consistent with Descriptions and SIC Code or Activity Code	Monitoring Required	Activity Represented
Sector D: Asphalt Paving and Roofing Materials and Lubricants			
	2951, 2952	Benchmark, Compliance*	Asphalt Paving and Roofing Materials
	2992, 2999		Miscellaneous Products of Petroleum and Coal
Sector E: Glass Clay, Cement, Concrete, and Gypsum Products			
	3211		Flat Glass
	3221, 3229		Glass and Glassware, Pressed or Blown
	3231		Glass Products Made of Purchased Glass
	3241	Compliance*	Hydraulic Cement
	3251-3259	Benchmark	Structural Clay Products
	3261-3269	Benchmark	Pottery and Related Products
	3271-3275	Benchmark, Compliance*	Concrete, Gypsum and Plaster Products
	3281		Cut Stone and Stone Products
	3291-3299		Abrasive, Asbestos, and Miscellaneous Non-metallic Mineral Products
Sector F: Primary Metals			
	3312-3317	Benchmark	Steel Works, Blast Furnaces, and Rolling and Finishing Mills
	3321-3325	Benchmark	Iron and Steel Foundries
	3331-3339		Primary Smelting and Refining of Nonferrous Metals
	3341		Secondary Smelting and Refining of Nonferrous Metals
	3351-3357	Benchmark	Rolling, Drawing, and Extruding of Nonferrous Metals
	3363-3369	Benchmark	Nonferrous Foundries (Castings)
	3398, 3399		Miscellaneous Primary Metal Products
Sector G: Metal Mining (Ore Mining and Dressing)			
	1011	Benchmark, Compliance*	Iron Ores
	1021	Benchmark, Compliance*	Copper Ores
	1031	Benchmark, Compliance*	Lead and Zinc Ores
	1041, 1044	Benchmark, Compliance*	Gold and Silver Ores
	1061	Benchmark, Compliance*	Ferroalloy Ores, Except Vanadium
	1081	Benchmark, Compliance*	Metal Mining Services
	1094, 1099	Benchmark, Compliance*	Miscellaneous Metal Ores
Sector H: [Reserved]			
Sector I: Oil and Gas Extraction and Refining			
	1311	Benchmark	Crude Petroleum and Natural Gas
	1321	Benchmark	Natural Gas Liquids
	1381-1389	Benchmark	Oil and Gas Field Services

*Compliance Monitoring is required ONLY if any of the answers to Question 14 is [YES]

Sectors of Industrial Activity And Related Monitoring Requirements			
Mark all that apply	Activities Consistent with Descriptions and SIC Code or Activity Code	Monitoring Required	Activity Represented
Sector J: Mineral Mining and Dressing			
	1411	Benchmark	Dimension Stone
	1422-1429	Benchmark, Compliance*	Crushed and Broken Stone, Including Rip Rap
	1442, 1446	Benchmark, Compliance*	Sand and Gravel
	1455, 1459		Clay, Ceramic, and Refractory Materials
	1474-1479		Chemical and Fertilizer Mineral Mining
	1481	Benchmark	Nonmetallic Minerals Services, Except Fuels
	1499	Benchmark	Miscellaneous Nonmetallic Minerals, Except Fuels
Sector K: Hazardous Waste Treatment, Storage, or Disposal Facilities			
	HZ	Benchmark, Compliance*	Hazardous Waste Treatment Storage or Disposal
Sector L: Landfills and Land Application Sites			
	LF	Benchmark, Compliance*	Landfills, Land Application Sites, and Non-Compliant Landfills
Sector M: Automobile Salvage Yards			
	5015	Benchmark	Automobile Salvage Yards
Sector N: Scrap Recycling Facilities			
	5093 N-1		Scrap Recycling Facilities. Source separated recycling only
	5093 N-2	Benchmark	Mixed waste stream of Non-Recyclable and Recyclable wastes.
	5093 N-3	Benchmark	Scrap and Waste Recycling (Non-Liquid wastes)
	5093 N-4	Benchmark, Compliance*	Facilities with a Shredder
	5093 N-5	Benchmark	Reclaiming and Recycling of Liquid wastes
	4499 (limited to list)	Benchmark	Dismantling Ships, Marine Salvaging, and Marine Wrecking - Ships For Scrap
Sector O: Steam Electric Generating Facilities			
	SE	Benchmark, Compliance*	Steam Electric Generating Facilities
Sector P: Land Transportation and/or Warehousing			
	4011, 4013	Benchmark	Railroad Transportation
	4111-4173	Benchmark	Local and Highway Passenger Transportation
	4212-4231	Benchmark	Motor Freight Transportation and/or Warehousing
	4311	Benchmark	United States Postal Service
	5171	Benchmark	Petroleum Bulk Stations and Terminals
Sector Q: Water Transportation			
	4412-4499 (except 4499 facilities as specified in Sector N)	Benchmark	Water Transportation, Marinas, Yacht Clubs
Sector R: Ship and Boat Building or Repairing Yards			
	3731, 3732		Ship and Boat Building or Repairing Yards
Sector S: Air Transportation			
	4512-4581	Benchmark, Compliance*	Air Transportation Facilities

Sectors of Industrial Activity And Related Monitoring Requirements			
Mark all that apply	Activities Consistent with Descriptions and SIC Code or Activity Code	Monitoring Required	Activity Represented
Sector T: Treatment Works			
	TW	Benchmark	Treatment Works
Sector U: Food and Kindred Products			
	2011-2015		Meat Products
	2021-2026		Dairy Products
	2032-2038		Canned, Frozen and Preserved Fruits, Vegetables and Food Specialties
	2041-2048	Benchmark	Grain Mill Products
	2051-2053		Bakery Products
	2061-2068		Sugar and Confectionery Products
	2074-2079	Benchmark	Fats and Oils
	2082-2087		Beverages
	2091-2099		Miscellaneous Food Preparations and Kindred Products
	2111-2141		Tobacco Products
Sector V: Textile Mills, Apparel, and Other Fabric Product Manufacturing, Leather and Leather Products			
	2211-2299		Textile Mill Products
	2311-2399		Apparel and Other Finished Products Made From Fabrics and Similar Materials
	3131-3199 (except 3111 - see Sector Z)		Leather and Leather Products, except Leather Tanning and Finishing
Sector W: Furniture and Fixtures			
	2434		Wood Kitchen Cabinets
	2511-2599		Furniture and Fixtures
Sector X: Printing and Publishing			
	2711-2796		Printing, Publishing, and Allied Industries
Sector Y: Rubber, Miscellaneous Plastic Products, and Miscellaneous Manufacturing Industries			
	3011	Benchmark	Tires and Inner Tubes
	3021	Benchmark	Rubber and Plastics Footwear
	3052, 3053	Benchmark	Gaskets, Packing, and Sealing Devices and Rubber and Plastics Hose and Belting
	3061, 3069	Benchmark	Fabricated Rubber Products, Not Elsewhere Classified
	3081-3089		Miscellaneous Plastics Products
	3931		Musical Instruments
	3942-3949		Dolls, Toys, Games and Sporting and Athletic Goods
	3951-3955 (except 3952 facilities specified in Sector C)		Pens, Pencils, and Other Artists' Materials
	3961, 3965		Costume Jewelry, Costume Novelties, Buttons, and Miscellaneous Notions, Except Precious Metal. Miscellaneous Manufacturing Industries.
	3991-3999		

Sectors of Industrial Activity And Related Monitoring Requirements			
Mark all that apply	Activities Consistent with Descriptions and SIC Code or Activity Code	Monitoring Required	Activity Represented
Sector Z: Leather Tanning and Finishing			
	3111	Benchmark	Leather Tanning, Currying and Finishing
Sector AA: Fabricated Metal Products			
	3411-3499	Benchmark	Fabricated Metal Products, Except Machinery and Transportation Equipment
	3911-3915	Benchmark	Jewelry, Silverware, and Plated Ware
Sector AB: Transportation Equipment, Industrial or Commercial Machinery			
	3511-3599 (except 3571-3579 - see Sector AC)		Industrial and Commercial Machinery (Except Computer and Office Equipment).
	3711-3799 (except 3731, 3732 - see Sector R)		Transportation Equipment (Except Ship and Boat Building and Repairing)
Sector AC: Electronic, Electrical, Photographic, and Optical Goods			
	3571-3579	Benchmark	Computer and Office Equipment
	3612-3699	Benchmark	Electronic, Electrical Equipment and Components, Except Computer Equipment
	3812-3873	Benchmark	Measuring, Analyzing and Controlling Instrument; Photographic and Optical Goods