

# NEW DWQ ON-LINE STORM WATER DATABASE – MARCH 9, 2011

## PUBLIC ACCESS OVERVIEW

Login in from DWQ website or directly at: <https://secure.utah.gov/stormwater/login.html>

Upon Log in, you will first see the Permittee Dashboard

Permittee Dashboard:

- View all your recent Construction or Industrial Permits
- Re-print your NOI – for construction and industrial
- Process a Notice of Termination (NOT) – for construction and industrial
- Renew – industrial permits only from this page
- See Step 2 on page 4 for renewal of construction permits

The screenshot shows the user interface of the Storm Water Permit Issuance System. At the top, there is a navigation bar with a 'Utah.gov Secured' logo, the text 'A SECURE ONLINE SERVICE FROM UTAH.GOV', and links for 'Registrants', '24/7 Help', and 'Font Size: A A A'. Below this is a green header with the system title 'STORM WATER PERMIT ISSUANCE SYSTEM' and 'UTAH DEPARTMENT OF ENVIRONMENTAL QUALITY - DIVISION OF WATER QUALITY'. A 'RELATED LINKS & RESOURCES' section is also present.

The main content area is divided into two columns. The left column features a 'Your Permits' section with a table of active permits. Below the table is an 'Apply for a New Permit' section with buttons for 'Construction Permit' and 'Industrial Permit'. The right column contains an 'Account' section with 'Return to Dashboard' and 'Log Out' buttons, a 'Search' section with a 'Search Permits' button, and a 'Related Links' section with links to 'Frequently Asked Questions', 'Utah Department of Environmental Quality, Division of Water Quality', and 'Feedback'. At the bottom of the right column is the 'Division of Water Quality' contact information, including phone, fax, mailing address, and physical address.

Permit #	Type	Facility Name	Status	Print	Terminate	Renew
<a href="#">UTR324235</a>	Construction	Test	ACTIVE	<a href="#">Print</a>	<a href="#">Terminate</a>	

**Account**

[Return to Dashboard](#) [Log Out](#)

**Search**

[Search Permits](#)

**Related Links**

- [Frequently Asked Questions](#)
- [Utah Department of Environmental Quality, Division of Water Quality](#)
- [Feedback](#)

**Division of Water Quality**

**Phone:** 801-536-4300  
**Fax:** 801-536-4301

**Mailing Address:**  
P.O. Box 144870  
Salt Lake City, Utah 84114-4870

**Physical Address:**  
195 North 1950 West, DEQ 3rd Floor  
Salt Lake City, Utah 84116

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### Side bar information:

- Return to Dashboard – anytime during the process, but you information will be lost (start over)
- Log out – log out of your account at any time
- Search Permits – search for all your historical permits or existing permits
- Contact DWQ – if you have any questions about your permit
- Contact Help – if you experience any technical issues

The screenshot shows a vertical sidebar with a light gray background. It is divided into several sections by horizontal lines. The 'Account' section has two blue buttons: 'Return to Dashboard' and 'Log Out'. The 'Search' section has a blue button labeled 'Search Permits'. The 'Related Links' section contains three bullet points with links: 'Frequently Asked Questions', 'Utah Department of Environmental Quality Division of Water Quality', and 'Feedback'. The 'Division of Water Quality' section provides contact information: phone (801-536-4300), fax (801-536-4301), mailing address (P.O. Box 144870, Salt Lake City, Utah 84114-4870), and physical address (195 North 1950 West, DEQ 3rd Floor, Salt Lake City, Utah 84116). The 'Help' section contains four bullet points: '24/7 Live Help', 'E-mail Us', 'In the Salt Lake area call: (801) 983-0275', and 'Call us toll-free at: (877) 9UTEGOV'.

**Account**

[Return to Dashboard](#) [Log Out](#)

**Search**

[Search Permits](#)

**Related Links**

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Apply for a New Permit – Construction (or Industrial)

Complete all qualifying questions for construction



**STORM WATER PERMIT ISSUANCE SYSTEM**  
UTAH DEPARTMENT OF ENVIRONMENTAL QUALITY - DIVISION OF WATER QUALITY




RELATED LINKS & RESOURCES

Dashboard > **Step 1** > Step 2 > Step 3 > Step 4 > Step 5 > Step 6 > Step 7 > Step 8 > Step 9

## STEP 1: Qualifying Questions

The following process is an official submission of a "notice of intent" (NOI) or application to obtain coverage under the current State of Utah UPDES Construction Storm Water Permit. This process will legally bind a party or parties to conditions set forth in the permit. Please download and copy the permit from the DWQ web page at [www.waterquality.utah.gov/UPDES/stormwatercon.htm](http://www.waterquality.utah.gov/UPDES/stormwatercon.htm), and become familiar with its requirements. A copy of this permit must be found in the storm water pollution prevention plan (SWPPP).



You will **not be allowed to complete the permit application process** unless you (as the applicant) consent to having completed a SWPPP (or in the case of a project related to a common plan of development or sale, a common plan SWPPP) in hand for the project for which you are seeking permit coverage.

How many total acres of land will be disturbed during the construction process before project completion and final stabilization?

Total Acres:

Yes  No of a "common plan of development or sale"

Yes  No Will construction activity begin and end (reach final stabilization) between January 1 and April 30 of the same year?

Yes  No Has a SWPPP been prepared and is it in compliance with state and/or local requirements?

### Account

### Search

### Related Links

- [Frequently Asked Questions](#)
- [Utah Department of Environmental Quality, Division of Water Quality](#)
- [Feedback](#)

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## Step 2 – Notice of Intent Information

Complete the questions on the page (note: this is how to renew or continue your existing construction permit coverage. Have existing permit number on hand!)

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STORM WATER PERMIT ISSUANCE SYSTEM UTAH DEPARTMENT OF ENVIRONMENTAL QUALITY - DIVISION OF WATER QUALITY RELATED LINKS & RESOURCES

Dashboard > Step 1 > **Step 2** > Step 3 > Step 4 > Step 5 > Step 6 > Step 7 > Step 8 > Step 9

### STEP 2: Notice of Intent Information

The following portion of the NOI is for operator and co-permittee(s) information. If there are multiple parties listed in the ensuing section that have different responsibilities pertaining to the construction process, the SWPPP should clearly spell out the responsibilities of each of the separate parties. **ALL NECESSARY INFORMATION MUST BE PROVIDED ON THIS FORM.**

Yes  No Is this NOI seeking continuation for previously expired permit coverage at the same site?

If yes, what is the Permit Number of the previous permit coverage?

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**Search**

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Step 3 – Operator Information

Complete all the fields valid for your construction storm water facility

**I. Operator Information**

**Main Operator**

\* Name:

\* Status of Owner/Operator:

\* Address:

\* City:

\* State:

\* Zip:  -

\* Phone Number:

\* Contact Person:

\* Contact Phone Number:

**First Co-permittee (if applicable) [Definition?](#)**

Name:

Status of Owner/Operator:

Address:

City:

State:

Zip:  -

Phone Number:

[Return to Dashboard](#) [Log Out](#)

Search

[Search Permits](#)

**Related Links**

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# NEW DWQ ON-LINE STORM WATER DATABASE – MARCH 9, 2011

## II. Facility Site / Location Information

- Complete your project's name and location information

The screenshot displays the 'Storm Water Permit Issuance System' web application. The header includes the Utah.gov logo, the text 'A SECURE ONLINE SERVICE FROM UTAH.GOV', and navigation links for 'Registrants', '24/7 Help', and 'Font Size: A A A'. The main title is 'STORM WATER PERMIT ISSUANCE SYSTEM' with the subtitle 'UTAH DEPARTMENT OF ENVIRONMENTAL QUALITY - DIVISION OF WATER QUALITY'. A breadcrumb trail shows the current step: 'Dashboard > Step 1 > Step 2 > Step 3 > Step 4 > Step 5 > Step 6 > Step 7 > Step 8 > Step 9'. The main content area is titled 'II. Facility Site / Location Information' and contains the following form fields:

- Project Name:
- Project Number (if any):
- Street Address:
- County:
- City:
- State: Utah
- Zip:  -

The right sidebar contains a 'Account' section with 'Return to Dashboard' and 'Log Out' buttons, a 'Search' section with a 'Search Permits' button, and a 'Related Links' section with links to 'Frequently Asked Questions', 'Utah Department of Environmental Quality, Division of Water Quality', and 'Feedback'. At the bottom of the sidebar, contact information for the 'Division of Water Quality' is provided: 'Phone: 801-536-4300' and 'Fax: 801-536-4301'.

## NEW DWQ ON-LINE STORM WATER DATABASE – MARCH 9, 2011

### Indian Lands/Latitude and Longitude

- Answer the Indian lands question
- If you do not know your project's latitude and longitude – you can click the 'Lookup' button and the application will look up the project's latitude and longitude from the project's address entered above.
- Be sure to check the appropriate 'Method' at the bottom before continuing!

### Indian Lands

---

Any qualifying construction activity within the State of Utah must seek coverage under the UPDES Construction Storm Water Permit unless it is located on Indian land. The State of Utah does not have authority to permit construction activity on Indian lands. Construction activity on Indian lands (except for Navajo and Goshute lands) must seek permits through EPA Region VIII. Construction activity on Navajo and Goshute lands must seek permits through EPA Region IX. The State of Utah has authority to issue permits on federal facilities and federal lands.

Yes  No Is this facility located in Indian Country?

### Latitude & Longitude

---

Latitude:

Longitude:

To lookup the latitude and longitude based on the address above:

---

Or Enter degrees, minutes, seconds below and convert to decimals:

---

Latitude:

Longitude:

Method (check one):

---

USGS Topo Map Scale:

EPA Website

GPS

Other

### III – Site Activity Information

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- Complete each questions about the activity on your site

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UTAH DEPARTMENT OF ENVIRONMENTAL QUALITY - DIVISION OF WATER QUALITY

RELATED LINKS & RESOURCES

Dashboard > Step 1 > Step 2 > Step 3 > Step 4 > **Step 5** > Step 6 > Step 7 > Step 8 > Step 9

### III. Site Activity Information

Municipal Separate Storm Sewer System (MS4)   
Operator Name:

Receiving Water Body:

this is known  
 this is guess

Estimate of distance to the nearest water body?

ft.  
 miles.

List the number of any other UPDES permits at this site:

#### Account

#### Search

#### Related Links

- [Frequently Asked Questions](#)
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- [Feedback](#)

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IV – Type of Construction

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- Select the type of construction that applies to your site

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 **RELATED LINKS & RESOURCES**

Dashboard > Step 1 > Step 2 > Step 3 > Step 4 > Step 5 > **Step 6** > Step 7 > Step 8 > Step 9

### IV. Type of Construction (Check all that apply)

- Residential
- Commercial
- Industrial
- Road
- Bridge
- Utility
- Contouring, Landscaping
- Other

Describe Other:

**Account**

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V – Management Practices

## NEW DWQ ON-LINE STORM WATER DATABASE – MARCH 9, 2011

- Identify the Best Management Practices to reduce pollutants in storm water discharge for your site

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 RELATED LINKS & RESOURCES

Dashboard > Step 1 > Step 2 > Step 3 > Step 4 > Step 5 > Step 6 > **Step 7** > Step 8 > Step 9

### V. Management Practices

Identify proposed Best Management Practices (BMPs) to reduce pollutants in storm water discharges:  
(Check all that apply)

- Silt Fences
- Sediment Pond
- Seeding/Preservation of Vegetation
- Mulching/Geotextiles
- Check Dams
- Structural Controls (Berms, Ditches, etc.)
- Other

Describe Other:

#### Account

#### Search

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VI – Additional Information Required & Certification Page

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STORM WATER PERMIT ISSUANCE SYSTEM  
UTAH DEPARTMENT OF ENVIRONMENTAL QUALITY - DIVISION OF WATER QUALITY

RELATED LINKS & RESOURCES

Dashboard > Step 1 > Step 2 > Step 3 > Step 4 > Step 5 > Step 6 > Step 7 > **Step 8** > Step 9

## VI. Additional Information Required

Project Start Date:

Completion Date:

Estimated Area to be Disturbed:

**Account**

**Search**

**Related Links**

- [Frequently Asked Questions](#)
- [Utah Department of Environmental Quality, Division of Water Quality](#)
- [Feedback](#)

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## Certification:

Dashboard > Step 1 > Step 2 > Step 3 > Step 4 > Step 5 > Step 6 > Step 7 > Step 8 > **Step 9**

## Certification

- I certify under penalty of law that I have read and understand the *Part 1* eligibility requirements for coverage under the general permit for storm water discharges from construction activities.
- I further certify that to the best of my knowledge, all discharges and BMPs that have been scheduled and detailed in a Stormwater pollution prevention plan will satisfy requirements of *Part 1*, and *Part 3* of this permit.
- I understand that continued coverage under this storm water general permit is contingent upon maintaining eligibility as provided for in *Part 1*
- I also certify under penalty of law that this document and all attachments were prepared under the direction or supervision of those who have placed their signature below, in accordance with a system designed to assure that qualified personnel properly gather and evaluate 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

 Validation of this permit must also be done with a paper copy of the NOI included with the SWPPP that is signed by the responsible corporate officer for the Main Operator and each Co-Permittee.

**If you agree to this certification, please provide the following:**

Name:

Position:

Please provide an email address that would serve best for contacting the permittee if DWQ has a need to contact the permittee.

Email:

**Account**

**Search**

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Step 10 – Payment (Final Step!)

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- You can choose to pay online or offline
- If you choose to pay offline, you will need to send payment by mail or in person. Please note, your permit coverage will not be 'Activated' until payment is received and processed.
- Online payment is strongly encouraged to obtain immediate coverage!


The screenshot shows the 'STEP 10: Payment' page of the Utah Storm Water Permit Issuance System. The page header includes the Utah.gov Secured logo, the text 'A SECURE ONLINE SERVICE FROM UTAH.GOV', and navigation links for 'Registrants', '24/7 Help', and 'Font Size: A A A'. The main header features the 'STORM WATER PERMIT ISSUANCE SYSTEM' logo and 'RELATED LINKS & RESOURCES'. A breadcrumb trail shows the user is on 'Step 10' of a 10-step process. A green box with a warning icon states 'Your permit application fee is: \$200'. Below this, the question 'How would you like to pay for the fee?' is followed by two radio button options: 'Offline, by sending in a check' and 'Online, by using a credit card or a virtual check'. The 'Online' option is selected. At the bottom of the form are 'Back' and 'Continue' buttons. The right sidebar contains an 'Account' section with 'Return to Dashboard' and 'Log Out' buttons, a 'Search' section with a 'Search Permits' button, and 'Related Links' including 'Frequently Asked Questions', 'Utah Department of Environmental Quality, Division of Water Quality', and 'Feedback'. Contact information for the Division of Water Quality is also provided: Phone: 801-536-4300, Fax: 801-536-4301.

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STORM WATER PERMIT ISSUANCE SYSTEM UTAH DEPARTMENT OF ENVIRONMENTAL QUALITY - DIVISION OF WATER QUALITY RELATED LINKS & RESOURCES

Dashboard > Step 1 > Step 2 > Step 3 > Step 4 > Step 5 > Step 6 > Step 7 > Step 8 > Step 9 > Step 10

### STEP 10: Payment

 Your permit application fee is: \$200

How would you like to pay for the fee?

Offline, by sending in a check

Online, by using a credit card or a virtual check

Account

Search

Related Links

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## Selecting Payment Method for online processing – Electronic Check

- Complete the electronic payment form as requested

### Electronic Check Payment

Please enter your Check Account Information and click "Continue" to proceed with payment.

Item	Quantity	Item Amount	Total
Amount	1	\$200.00	\$200.00
<b>Total Amount:</b>			<b>\$200.00</b>

#### Check Account information

Bank Name\*:

Account Type\*:

Routing Number\*:

Bank Account Number\*:

#### Account Holder Information

Bank Account Holder's Name\*:

Address Line 1\*:


Address Line 2\*:

City\*:


State\*:

Postal Code\*:


#### How We Keep You Secure

 **SSL (Secure Socket Layer) Encryption**


This enables the encryption of sensitive information during an online transaction. Information sent via SSL can no longer be read as plain text.

 **Payment Card Industry Data Security Standards Compliant**

Adherence to performance measurements outlined in the PCI DSS annual self evaluation, as well as submission to regular scans from Security Metrics to search for network vulnerabilities.

 **3rd Party Security Audit**

Utah.gov policies and procedures have been examined, measured and validated by Cybertrust, the global information security specialist.

 **Data Storage Policies**

Unless necessary, Utah.gov does not permanently store financial information so it cannot be retrieved or compromised.

[Need Help?](#)

Contact customer support at toll-free at: (877) 9UTEGOV

# NEW DWQ ON-LINE STORM WATER DATABASE – MARCH 9, 2011

## Selecting Payment Method for online processing – Credit Card

- Complete the electronic payment form as requested

### Credit Card Payment

Please enter your Credit Card Information and click "Continue" to proceed with payment.

\* are required fields.

Item	Quantity	Item Amount	Total
Amount	1	\$200.00	\$200.00
<b>Total Amount:</b>			<b>\$200.00</b>

### Credit Card information

Card type\*:

Card number\*:

CVV number\*:

Expiration date\*:  /

### Account Holder information

Cardholder's name\*:


Address Line 1\*:

Address Line 2\*:


City\*:

State\*:


### How We Keep You Secure

 **SSL (Secure Socket Layer) Encryption**


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Submit payment

Verify Credit Card or E-check by clicking 'Yes' or 'No'

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Receipt:

- You have the option to Print your receipt or continue

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### Credit Card Payment Receipt

Your payment was successfully processed.

Please print this page as a receipt for your records.

Item	Quantity	Item Amount	Total
Amount	1	\$200.00	\$200.00
<b>Total Amount:</b>			<b>\$200.00</b>

### Payment Processing Details

Order id: 2047  
Date of Transaction: 03/08/2011  
Amount Paid: \$200.00  
Cardholder's Name: Jayci  
Credit Card Number: \*\*\*\*\*1111  
Credit Card Type: VISA

[Print](#) [Continue](#)

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**Data Storage Policies**

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## Permit Registration & NOI Application are now Complete!

### Take Home Points:

- Download & Print your completed NOI application form for your records
- For any changes required after a permit registration is completed – You will need to call DWQ, so please ensure that the information being entered is as accurate as possible.
- Return to Start – This returns you back to your ‘Dashboard’
- Keep this handout for future reference!
- You will follow the same process to submit an Industrial Permit NOI