



PAG-01
NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)
GENERAL PERMIT FOR DISCHARGES OF
STORMWATER ASSOCIATED WITH SMALL CONSTRUCTION ACTIVITIES
NOI CHECKLIST

Applicant Name:			
Project Site Name:			
NOI Type:	<input type="checkbox"/> New <input type="checkbox"/> Renewal <input type="checkbox"/> Major Amendment <input type="checkbox"/> Minor Amendment		
Review Period:	<input type="checkbox"/> 1 (30 Calendar Days) <input type="checkbox"/> 2 (60 Calendar Days)		
<p>Place a checkmark in the box provided for all items completed and/or provided. Failure to provide all required information will delay the processing of the NOI. ENCLOSE THIS CHECKLIST WITH YOUR COMPLETED NOI.</p>			
	NOI REQUIREMENTS ¹	Check ✓ If Included	Check ✓ If Not Applicable
1.	One original and one copy of the complete NOI form (3800-PM-BCW0404b)	<input type="checkbox"/>	
2.	Administrative Filing Fee (\$500 plus any additional CCD-specific fees, if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
3.	One copy of the complete NOI form to DEP (if CCD will review NOI)	<input type="checkbox"/>	<input type="checkbox"/>
4.	Disturbed Acreage Fee (\$100 times disturbed acres)	<input type="checkbox"/>	<input type="checkbox"/>
5.	Two copies of the County Notification Form (3800-FM-BCW0271b) ²	<input type="checkbox"/>	<input type="checkbox"/>
6.	Two copies of the Municipal Notification Form (3800-FM-BCW0271c) ²	<input type="checkbox"/>	<input type="checkbox"/>
7.	Two copies of the proof of county and municipal receipt of Notification Forms (required if Notification Forms are not signed by county and/or municipality) ²	<input type="checkbox"/>	<input type="checkbox"/>
8.	One original and one copy of the PNDI Receipt ³	<input type="checkbox"/>	<input type="checkbox"/>
9.	Two copies of the PNDI clearance letter(s) from jurisdictional agencies (if applicable) ³	<input type="checkbox"/>	<input type="checkbox"/>
10.	Two copies of NRCS Soil Survey Map	<input type="checkbox"/>	<input type="checkbox"/>
11.	One original and one copy of E&S Module 1 (3800-PM-BCW0406a)	<input type="checkbox"/>	<input type="checkbox"/>
12.	Two copies of E&S Plan Drawing(s) ⁴	<input type="checkbox"/>	<input type="checkbox"/>
13.	Two copies of PCSM Plan Drawing(s) ⁴	<input type="checkbox"/>	<input type="checkbox"/>
14.	Two copies of supporting calculations (optional)	<input type="checkbox"/>	<input type="checkbox"/>
15.	Two copies of a letter specifying that the E&S and PCSM Plans have not been revised (renewal NOIs only)	<input type="checkbox"/>	<input type="checkbox"/>
16.	Other:	<input type="checkbox"/>	<input type="checkbox"/>

¹ The table below summarizes the items in an NOI package (corresponding to the item numbers in the checklist) that must be submitted to a delegated county conservation district (CCD) or to the appropriate DEP regional office, based on NOI type.

NOI Type	Where CCD is the recipient ⁵		Where DEP is the recipient ⁵
	Submit the Following to CCD:	Submit the Following to DEP:	Submit the Following to DEP:
New	Items 1, 2, 4-14, and 16 (as applicable).	Item 3.	Items 1, 2 (\$500 only), 4-14, and 16 (as applicable).
Renewal ⁶	Items 1 and 2 and a letter indicating that the previously approved E&S and PCSM Plans have not been revised and explaining what work has been completed and what work remains on the project site (Item 15).		Items 1 and 2 (\$500 only) and a letter indicating that the previously approved E&S and PCSM Plans have not been revised and explaining what work has been completed and what work remains on the project site (Item 15).
Major Amendment ⁶	Items 1, 2, 4-10 (only for new earth disturbance), 11 and 12 (where applicable, only for revisions to the E&S Plan), 13 and 14 (where applicable, only for revisions to the PCSM Plan), and 16 (only where applicable). New or updated information must be bold/highlighted.		Items 1, 2 (\$500 only), 4-10 (only for new earth disturbance), 11 and 12 (where applicable, only for revisions to the E&S Plan), 13 and 14 (where applicable, only for revisions to the PCSM Plan), and 16 (only where applicable). New or updated information must be bold/highlighted.
Minor Amendment ⁶	Items 1, 4-10 (only for new earth disturbance), 11 and 12 (where applicable, only for revisions to the E&S Plan), 13 and 14 (where applicable, only for revisions to the PCSM Plan), and 16 (only where applicable). New or updated information must be bold/highlighted.		Items 1, 4-10 (only for new earth disturbance), 11 and 12 (where applicable, only for revisions to the E&S Plan), 13 and 14 (where applicable, only for revisions to the PCSM Plan), and 16 (only where applicable). New or updated information must be bold/highlighted.

- 2 Applicants may submit the completed County and Municipal Notification Forms with the NOI or, if the county and/or municipality has not returned the completed form to the applicant 30 days following receipt by the county and municipality, the applicant may submit copies of the forms submitted to the county/municipality along with proof that the county/municipality received the form(s). County and Municipal Notification Forms are not required for renewal NOIs and are required for major and minor amendment NOIs only if new earth disturbance is proposed.
- 3 All applicants for new general permit coverage must attach a PNDI receipt. **If the PNDI receipt indicates a Potential Impact, the applicant must submit clearance letters from jurisdictional agencies with the NOI.** PNDI receipts are not required for renewal NOIs and are required for major and minor amendment NOIs only if new earth disturbance is proposed.
- 4 E&S and/or PCSM Plan Drawings must present project site and limit of disturbance boundaries, topography, surface waters (including wetlands), discharge points, BMPs, off-site support activities (if applicable) and all other features required by the application.
- 5 For projects located solely in Forest County or Philadelphia County, the DEP Regional Office is the recipient. For projects that span two (2) counties, the county with the greatest amount of earth disturbance will be the recipient (unless that county is Forest or Philadelphia, in which the DEP Regional Office will be the recipient). For projects that span three (3) or more counties within one (1) DEP Region, the DEP Regional Office is the recipient. For projects that span three (3) or more counties within two (2) or more DEP Regions, the DEP Regional Permit Coordination Office is the recipient. For projects that span two (2) or more counties, additional copies of the Items may be required.
- 6 Renewal NOIs must use form 3800-PM-BCW0404b (the General Information, Eligibility Information, Compliance History and Certification for PAG-01 Applicants must be completed at a minimum). For major amendments, form 3800-PM-BCW0404b must be completed in its entirety. For minor amendments, the General Information, Eligibility Information, Compliance History and Certification for PAG-01 Applicants of form 3800-PM-BCW0404b must be completed at a minimum.