



**pennsylvania**

DEPARTMENT OF ENVIRONMENTAL  
PROTECTION

Bureau of Clean Water

# **CHAPTER 102 ePERMIT USER GUIDE**

**Version 1.3  
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TABLE OF CONTENTS

INTRODUCTION..... 1

TECHNICAL SUPPORT..... 1

SYSTEM REQUIREMENTS ..... 1

ACCESSING THE ePERMIT SYSTEM ..... 1

DASHBOARD..... 2

AUTHORIZATION OVERVIEW ..... 4

PERMIT ELIGIBILITY MODULE ..... 5

PROJECT ACTIVITY MODULE ..... 8

CLIENT INFORMATION MODULE ..... 8

OPERATOR INFORMATION MODULE ..... 11

CONSULTANT INFORMATION MODULE ..... 12

SITE INFORMATION MODULE..... 13

PROJECT INFORMATION MODULE..... 16

COUNTY AND MUNICIPAL NOTIFICATIONS MODULE ..... 24

PNDI INFORMATION MODULE ..... 24

CULTURAL RESOURCE NOTICE MODULE..... 25

EROSION AND SEDIMENT CONTROL MODULE ..... 25

RIPARIAN BUFFER MODULE ..... 28

POST-CONSTRUCTION STORMWATER MANAGEMENT / SITE RESTORATION MODULE ..... 37

ANTIDegradation ANALYSIS MODULE ..... 46

COMPLIANCE HISTORY AND CERTIFICATION MODULE..... 50

PROJECT/PERMIT COORDINATION MODULE ..... 51

APPLICATION FEES ..... 51

SUBMISSION ..... 52

CORRECTION REQUIRED ..... 53

PERMIT COVERAGE AUTHORIZED..... 57

MAJOR AND MINOR AMENDMENTS ..... 57

### INTRODUCTION

The Department of Environmental Protection (DEP) has developed a web-based application for the submission of Notices of Intent (NOIs) and Individual Applications for Chapter 102 National Pollutant Discharge Elimination System (NPDES) permits (ePermit System). This user guide has been developed to assist applicants with the preparation of NOIs for the PAG-02 NPDES General Permit for Discharges of Stormwater Associated with Construction Activities (PAG-02) or NPDES Individual Permit for Discharges of Stormwater Associated with Construction Activities using the ePermit System. At this time, applicants who register to use the ePermit System can submit NOIs for new PAG-02 coverage or Individual Applications and associated amendments to the corresponding permit coverage when the original NOI or Application for new PAG-02 or Individual Application coverage was submitted through the ePermit System.

This user guide provides instructions on how to use the ePermit System. For additional guidance on the Chapter 102 program please refer to DEP's PAG-02 NOI Instructions document (3800-PM-BCW0405a), and Individual NPDES Permit Application Instructions document (3800-PM-BCW0408a) available in [DEP's eLibrary](#).

### TECHNICAL SUPPORT

For questions and technical support related to the ePermit System, contact DEP's Application Support Help Desk:

**Phone Number:** (717) 787-HELP

**Hours:** Monday to Friday 8:00 am to 4:30 pm

**Contact via Web:** <https://www.depgreenport.state.pa.us/gpl/home/contactus>

For questions relating to the Chapter 102 program, contact DEP's Bureau of Clean Water at (717) 787-5017 or [RA-EPCHAPTER102@pa.gov](mailto:RA-EPCHAPTER102@pa.gov). If contacting the Bureau by telephone, identify that you have a technical question regarding the Chapter 102 Program or the Chapter 102 ePermit System for the Stormwater Construction Section.

### SYSTEM REQUIREMENTS

Applicants and their consultants must be able to access DEP's ePermit System through the internet. A 10 Mb internet connection is recommended, but not required. In addition to the internet connection, the user will need an internet browser program. The ePermit System is verified to work with the latest version of Microsoft Edge, which can be downloaded for free from <http://www.microsoft.com/downloads>, as well as the latest version of Google Chrome. Users may find that other Internet browsers such as FireFox will work but DEP cannot guarantee that all of the features of the ePermit System will be available.

Please be advised that DEP and its delegated county conservation districts (CCDs) generally do not have specialized software to view AutoCAD and similar types of files. In general, all attachments uploaded to the ePermit System should be in PDF, Word or Excel format. If you must attach a file that is in a different format, you should contact the office of DEP/CCD that will receive your submission to ensure that the reviewer will be able to view the file.

### ACCESSING THE ePERMIT SYSTEM

1. In order to access the ePermit System, a user must first register for a GreenPort account by visiting <https://greenport.pa.gov/gpl>.
2. There are user guides offering detailed instructions on how to register for both Electronic Filing Administrators (Applicants) and Consultants. These guides are found under Help – ePermit Resources section on the DEP [Chapter 102 ePermit website](#).

**NOTE** – Both the Electronic Filing Administrator (EFA) and their consultant(s) need to register for a GreenPort account. The EFA will need to authorize any consultants and designate what permits they will be allowed access to.

**NOTE** – DEP is not accepting 'consultant for Individual' as an EFA registration option in the ePermit System at this time, so if a client that does not have a computer or use computers, you can still submit via paper.

## Chapter 102 ePermit User Guide



**NOTE** – If at any time you time out of DEP Greenport, you must close all of your browser windows before logging back in.

### DASHBOARD

Once you click the ePermit button, you will enter the Dashboard as shown below.

ePermit Dashboard

Access ID  Submission Type

Drafts (1)	Submitted (1)	Correction Required (1)					
Created Date	Site Name	Submission Type	Request Type	Last Modified By	Last Modified Date	Edit	Delete
06/10/2020		NPDES General (PAG-02)	NEW	SEANE	06/10/2020	<a href="#">Grant Authorization Access</a>	 

**NOTE** – When an applicant logs in for the first time, there will nothing displayed below the Access ID and Submission Type lines.

The Dashboard summarizes all of the pending and completed authorizations and identifies any correction notices for NOIs or Applications under review.

**DRAFT.** NOI(s)/Application(s) which is pending by the applicant and have not been submitted to DEP/CCD.

**SUBMITTED.** Any NOI(s)/Application(s) which has been submitted to DEP/CCD and are undergoing or waiting to undergo a review.

**CORRECTION REQUIRED.** Any NOI(s)/Application(s) which has been reviewed by DEP/CCD and returned to the applicant for a correction (i.e., deficiency).

**APPROVED.** Any NOI(s) /Application(s) which has been reviewed by DEP/CCD and authorization under the PAG-02 has been approved.

**WITHDRAWN/DENIED.** Any NOI(s) /Application(s) which has been withdrawn by the applicant or for which coverage under the PAG-02 was denied.

The clients (applicants) for which the user has been associated during the self-registration process will be displayed in a drop-down menu next to “Access ID.”

Access ID

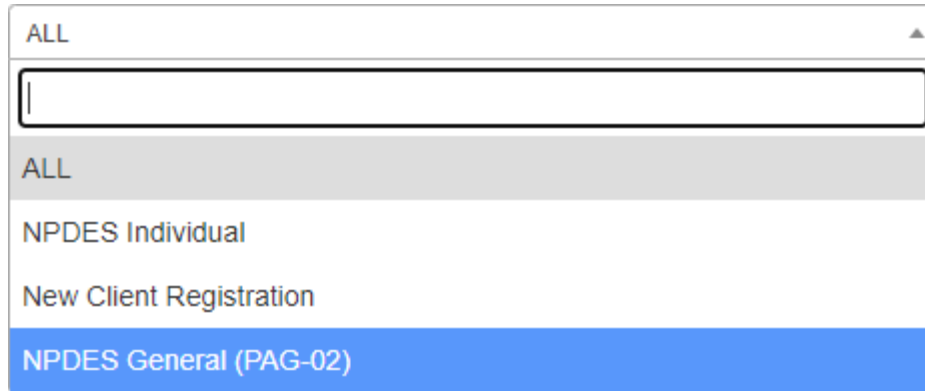
**Submitted (1)**

**Site**

- 
- 

The “Submission Type” drop-down menu allows the user to filter authorizations by NPDES General (PAG-02), NPDES Individual, or New Client Registrations, or select all authorizations (see below). If nothing is displayed below the Access ID and Submission Type fields, it means there is no pending or complete authorizations for the client.

## Chapter 102 ePermit User Guide





The user can return to the Dashboard at any time by clicking on the Home icon.

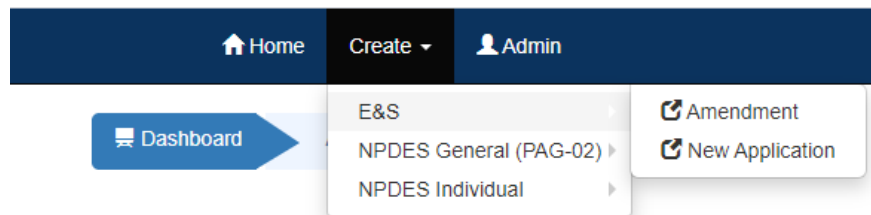


NOIs and Applications that are in progress will be shown in the Drafts folder in the Dashboard. To open a draft NOI/application, click on the Edit icon. The Electronic Filing Administrator (EFA) for the client can also grant access to the NOI/application by clicking on the Grant Authorization Access button. NOIs/applications can also be deleted by clicking on the Delete icon.

Access ID: 28366 - PA STATE SYS OF HIGHER ED CLARION UNIV      Submission Type: ALL

Created Date	Site Name	Submission Type	Request Type	Last Modified By	Last Modified Date	Grant Authorization Access	Edit	Delete
06/01/2020		NPDES General (PAG-02)	NEW	SEFURJANIC	06/01/2020	<a href="#">Grant Authorization Access</a>		

To create a new authorization, click on the Create link in the menu bar at the top of the page. NPDES General (PAG-02), NPDES Individual, and E&S Permit are available to select. Then select either New Application or Amendment for desired type of permit (NOI, Individual or E&S). Note that Amendment may only be selected if a New Application had been previously submitted through the ePermit System and DEP/CCD had previously approved coverage under the PAG-02 General Permit or Issued an Individual NPDES or E&S Permit.



**AUTHORIZATION OVERVIEW**

Once the user chooses to create a new or amendment NOI/application, or chooses to edit a draft NOI/application, the Authorization Overview screen is shown. This screen shows all of the modules associated with the NOI/application and the status of completion. A red circle indicates the module has not been started. A black triangle indicates the module has been started but is not complete. A green circle indicates the module is complete. Note that the last module on the bottom right side of this screen, Application Fee, is for information purposes only and will always show that it is complete.

Under the column for “Included” is a checkbox. When the box is checked, the module must be completed. When the box is not checked, the module is optional. A user may not uncheck a box when it is checked by default.

NPDES General (PAG-02) - New Application				
Included	Go To	Status	Completed	
<input checked="" type="checkbox"/>	<a href="#">Permit Eligibility</a>	⊗		
<input checked="" type="checkbox"/>	Client Information	⊗		
<input type="checkbox"/>	Operator Information	⊗		
<input checked="" type="checkbox"/>	Consultant Information	⊗		
<input checked="" type="checkbox"/>	Site Information	⊗		
<input checked="" type="checkbox"/>	Project Information	⊗		
<input checked="" type="checkbox"/>	County and Municipal Notifications	⊗		
<input checked="" type="checkbox"/>	PNDI Information	⊗		

Included	Go To	Status	Completed
<input checked="" type="checkbox"/>	Cultural Resource Notice	⊗	
<input checked="" type="checkbox"/>	Erosion and Sediment Control Module	⊗	
<input checked="" type="checkbox"/>	Riparian Buffer	⊗	
<input checked="" type="checkbox"/>	Post Construction Stormwater Management (PCSM) / Primary Stage Site Restoration (SR) Module	⊗	
<input checked="" type="checkbox"/>	Compliance History and Certification	⊗	
<input checked="" type="checkbox"/>	Project/Permit Coordination	⊗	
<input checked="" type="checkbox"/>	Application Fee	⊙	06/01/2020

The Authorization Overview screen also displays documents that have been attached to the NOI/application and allows for the upload of new attachments. A “Final Completeness Check” button is provided to allow the user to verify that the NOI/application is complete before submitting the NOI/application to DEP/CCD. The “Pay & Submit” button allows the user to pay fees to DEP electronically (credit card or telecheck) prior to submitting the NOI/application for review.

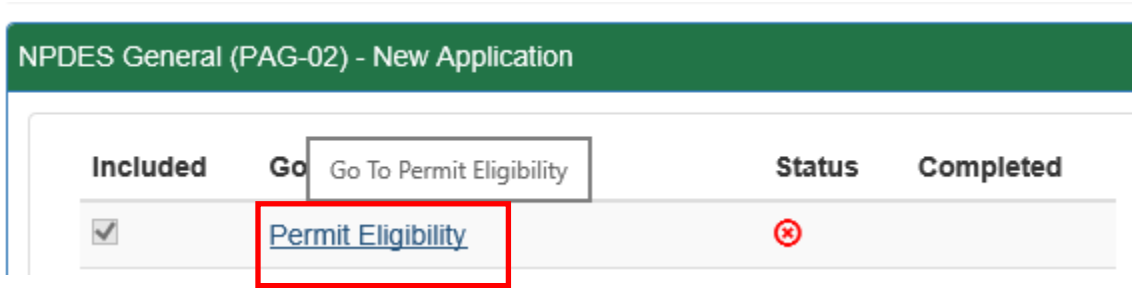
**NOTE** – If DEP will be the reviewing entity (applicable to Forest and Philadelphia counties and for projects to be reviewed by DEP’s Regional Waterways and Wetlands Programs or DEP’s Regional Permit Coordination Office), the fee that is due will be the Administrative Filing Fee (base fee of \$500 for PAG-02 and \$1,500 for Individual NPDES or E&S Permits) plus the Additional Administrative Filing Fee (disturbed acreage fee of \$100 times the number of disturbed acres, rounded to the nearest acre). If a CCD will be the reviewing entity, only the disturbed acreage fee will be charged electronically, and the applicant must submit a paper check to the applicable CCD for the base Administrative Filing Fee of \$500 (PAG-02) or \$1,500 (Individual NPDES or E&S Permit) plus any CCD-specific service fees.

General Attachments(1)				Download All		
Date Added	Document Name	Document Type	Description	Edit	Delete	Download
06/01/2020	025_0102.pdf	Wetland Determination	Wetland Determination Document			

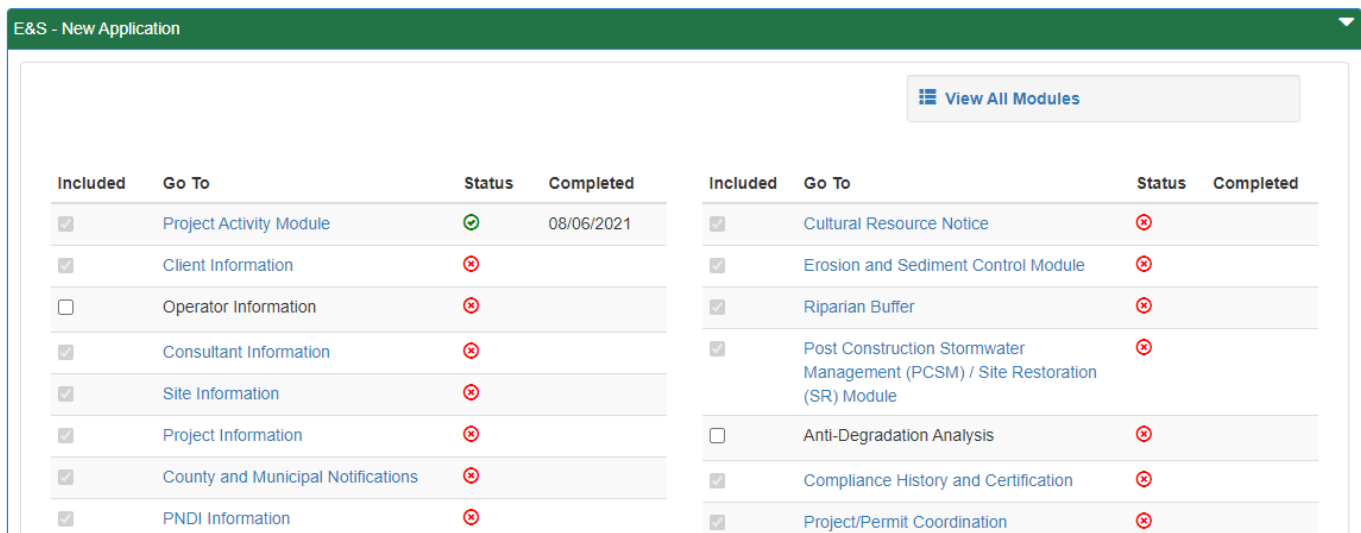
  

Final Completeness Check
Pay & Submit
Back

All users must complete the Permit Eligibility module first for PAG-02 NOIs. On the Authorization Overview screen, click on the link for Permit Eligibility.



There are some different modules for Individual NPDES and E&S Permits as compared to PAG-02 NOIs, as illustrated below.



### PERMIT ELIGIBILITY MODULE

The Permit Eligibility Module is completed to ensure that the applicant, the discharge, and/or the activity is eligible for coverage under the PAG-02 General Permit only. **This module is not applicable and will not be available for Individual Applications or E&S Permits.**

Check the appropriate box for True or False in response to the statements listed relating to eligibility for PAG-02 coverage. A response of False to any statement will render the applicant ineligible to use PAG-02 and the applicant will not be able to complete and submit a PAG-02 NOI.

- Stormwater discharges from the project site will not drain to surface waters, including wetlands, that are classified for special protection.**

Identify the surface water(s) that will receive drainage from the earth disturbance area during and following construction, and visit DEP’s [Statewide Existing Use Classifications website](#) to determine if those water(s) have existing uses of High Quality (HQ) or Exceptional Value (EV). If an existing use is not listed for the surface waters, review 25 Pa. Code §§ 93.9a to 93.9z to determine whether the surface waters are designated as HQ or EV. If either the existing or designated uses of the surface waters is HQ or EV, the applicant is ineligible to use PAG-02.

**NOTE** – Special protection waters include exceptional value wetlands as defined at 25 Pa. Code § 105.17. If any stormwater discharges will be to wetlands, the applicant is expected to determine whether the wetlands are exceptional value wetlands by consulting appropriate resources including but not limited to the Pennsylvania Fish and Boat Commission’s list of wild (i.e., natural reproduction) trout waters, 25 Pa. Code Chapter 93, and other resources.

## Chapter 102 ePermit User Guide

**NOTE** – If there will be no discharges to wetlands, applicants should rely solely on DEP’s Existing Use website and 25 Pa. Code Chapter 93 in addressing this question.

- 2. The applicant is not in violation of any DEP or EPA enforceable document, including any permit, schedule of compliance, consent assessment of civil penalty, or order at the project site or other sites or facilities owned or operated by the applicant in Pennsylvania, and has not shown a lack of ability or intention to comply with laws administered by DEP or EPA as indicated by past or continuing violations.**

If the applicant is presently in violation – as notified through a Notice of Violation, inspection report or other documentation from DEP or CCD or EPA – at any site or facility owned or operated by the applicant in Pennsylvania, and the violation has not been resolved through satisfaction of a settlement agreement, implementation of corrective action, payment of a civil penalty assessment, or satisfaction of the terms and conditions of any other enforcement action, the applicant should select False; otherwise select True. In general, where False is selected, the applicant will be ineligible to use PAG-02 unless it is determined by DEP or CCD that complying with the terms and conditions of PAG-02 will resolve the violation(s).

- 3. The PNDI receipt indicates either 1) “No Impact”, or 2) “Conservation Measures”, or 3) “Avoidance Measures” that have been agreed to by the applicant, or 4) “Potential Impact” or “Avoidance Measures” not agreed to by the applicant but clearance letters from jurisdictional agencies are attached to the NOI or otherwise will be submitted prior to General Permit coverage.**

Applicants may select True where the PNDI search reveals No Known Impact or Conservation Measures, Avoidance Measures that will be fulfilled, or Potential Impact/Avoidance Measures where clearance letters from jurisdictional agencies have been or are expected to be received.

- 4. Soils in the area of the earth disturbance are not contaminated at levels exceeding residential and non-residential medium-specific concentrations (MSCs) in 25 Pa. Code Chapter 250 at residential and non-residential construction sites, respectively, unless a site-specific standard has been met or evidence is provided that the contamination is naturally occurring or the result of widespread atmospheric deposition.**

Applicants with project sites having soil contamination exceeding MSCs may select True in response to this statement if appropriate documentation illustrating achievement of a site-specific standard or evidence of naturally occurring contamination is attached to the Permit Eligibility Module. If analytical testing has been conducted as a result of environmental due diligence, the applicant must attach the analytical results to the Permit Eligibility Module.

**NOTE** – Projects that include contaminated soils that are undergoing remediation during the earth disturbance activity are not eligible for coverage under PAG-02.

- 5. Stormwater will not be discharged to MS4 or CSO systems OR will be discharged to MS4 or CSO systems with no net change in volume, rate or water quality OR will be discharged to MS4 or CSO systems with a net change (i.e., increase) and written consent of the MS4 or CSO permittee.**

If stormwater will not be directed to an MS4 or a combined sewer system with combined sewer overflows (CSOs), select True. If stormwater will be directed to an MS4 or a CSO system, select True if there will either be no net change (i.e., increase) in stormwater volume, rate or water quality (pollutant loading) or if there will be a net change but the applicant has received written consent from the MS4 or CSO permittee. If written consent has been received, the applicant should attach it to the Permit Eligibility Module.

- 6. All fill material imported to the project site will be clean fill or will be regulated fill that has been authorized for use on the project site by DEP’s Waste Management Program or will be used on an Act 2 site in accordance with standards established by DEP’s Land Recycling and Environmental Remediation Standards Program.**

Refer to DEP’s Management of Fill Policy ([258-2182-773](https://www.dep.state.pa.us/water/land_recycling/land_recycling_standards_program/)) when responding to this statement.

- 7. Stormwater discharges will not occur that would contain toxic or hazardous pollutants as defined in sections 307 and 311 of the Clean Water Act (33 U.S.C. §§ 1317 and 1321) or any other substance that –**



**because of its quantity, concentration, or physical, chemical or infectious characteristics – may cause or contribute to an increase in mortality or morbidity in either an individual or the total population, or pose a substantial present or future hazard to human health or the environment when discharged into surface waters.**

Applicants may select True unless there is specific knowledge of toxic or hazardous pollutants that may be discharged during or following earth disturbance activities or unless chemicals such as flocculants will be introduced in a manner that is inconsistent with DEP’s E&S Manual and DEP’s Bureau of Clean Water has not provided approval.

8. **Stormwater will not be discharged to impaired waters caused by siltation, suspended solids, turbidity, water/flow variability, flow modification/alterations, or nutrients, or stormwater will be discharged to impaired waters but the applicant will implement non-discharge alternative(s) or ABACT BMPs.**

Applicants may select True where stormwater discharges will not be directed to surface waters identified as impaired in DEP’s latest Integrated Report, or will be directed to impaired waters but the applicant will implement non-discharge alternative(s) or ABACT BMPs for E&S and PCSM. The latest Integrated Report is available on DEP’s website (visit [www.dep.pa.gov](http://www.dep.pa.gov), select “Businesses”, “Water”, “The Bureau of Clean Water”, “Water Quality Standards”, and “Integrated Water Quality Report”).

9. **Stormwater will not be discharged to waters with an EPA-approved or established TMDL for siltation, suspended solids, or nutrients, or will be discharged to TMDL waters (including the Chesapeake Bay) but the applicant will implement non-discharge alternative(s) or ABACT BMPs and any applicable wasteload allocation (WLA) will be achieved.**

Applicants may select True where stormwater discharges will not be directed to surface waters with an EPA-approved or established TMDL, or will be directed to TMDL waters but the applicant will implement non-discharge alternative(s) or ABACT BMPs for E&S and PCSM and in the NOI includes a demonstration that any applicable WLA in the TMDL will be met. TMDLs are available on DEP’s website (visit [www.ahs.dep.pa.gov/TMDL/](http://www.ahs.dep.pa.gov/TMDL/)).

If there are any attachments to upload to this Module, select the “Upload New Attachment” link.

Upload New Attachment

You may save your work by clicking the Save button. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an NOI from being submitted. To go back to the ePermit Authorization overview click the Back button.

Completeness Check

**NOTE** – For any Module, you should save your work before running the Completeness Check, as required items may not display until the information has been saved.

**NOTE** – If a Completeness Check is not run, the Module will still have the red circle (identifying that the Module is not complete) under the Status when you return to the Overview dashboard.

**NOTE** – You must save your work before returning or going to a different page. There is no auto-save feature. A warning box will be displayed if you made changes without saving.

**NOTE** – When a save is successful, a green bar will appear at the top of the page. It is important to allow the ePermit System time to properly save the information.

Success: Module Data Saved

**PROJECT ACTIVITY MODULE**

The Project Activity Module is completed to ensure that the applicant, the discharge, and/or the activity is eligible for coverage under the E&S Permit. **This module replaces the Permit Eligibility Module for the PAG-02 General Permit and is not applicable and will not be available for Individual Permits.**

Check the appropriate box for one of the three options shown below that will require the use of an E&S Permit. If the type and scope of the project does not fit one of these criteria, then select Other and provide a description in the text box that will appear.

Project Activity

Choose the appropriate option to properly identify the type of earth disturbance activity. If the Other option is selected, provide a brief description of the type of earth disturbance activity.\* (choose one)

- Twenty-five (25) acres or more of earth disturbance related to a road maintenance activity or a timber harvesting activity.
- Five (5) acres more of an earth disturbance over the life of the project related to an oil and gas activity.
- Five (5) acres or more of an earth disturbance over the life of the project related to other than agricultural plowing or tilling activities, animal heavy use areas, timber harvesting or road maintenance activities that do not otherwise require a permit under 25 Pa. Code §§ 102.5(a), 102.5(b) and 102.5(c).
- Other project that will not qualify for coverage under a General E&S Permit.

Provide a brief description of the type of earth disturbance activity.\*

One of the four choices above will need to be selected to verify the use of the E&S Permit Application and to unlock all of the remaining required modules.

You may save your work by clicking the Save button. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an E&S Permit Application from being submitted. To go back to the ePermit Authorization Overview screen click the Back button.

**CLIENT INFORMATION MODULE**

The PAG-02 NOI, Individual NPDES Permit Application, and E&S Permit Application share the Client Information Module.

The Applicant Name, DEP Client ID Number, Employee Identification Number (EIN), Headquarters Mailing Address, Address Line #2, City, State, and Zip Code will automatically be filled out by the ePermit System based upon the Applicant's information submitted as part of their EFA submission through GreenPort.

Client Information
▼

<b>Applicant Name</b>	<input type="text" value="PA STATE SYS OF HIGHER ED CLARION UNIV"/>		
<b>DEP Client ID#</b>	<input type="text" value="28366"/>		
<b>EIN#</b>	<input type="text" value="232250505"/>		
<b>Headquarters Mailing Address*</b>	<input type="text" value="840 WOOD ST"/>		
<b>Address Line #2</b>	<input type="text"/>		
<b>City*</b>	<input type="text" value="CLARION"/>	<b>State*</b>	<input type="text" value="PA"/>
		<b>Zip code*</b>	<input type="text" value="16214-1240"/>
<b>Client to Site Relationship*</b>	<input type="text" value="Owner/Operator"/>		
<b>Is the above information accurate?*</b>	<input checked="" type="radio"/> Yes <input type="radio"/> No		

**Client to Site Relationship.** A drop-down list is provided for the user to report the relationship that best describes how the client (applicant) is related to the activity or operation at the site for which the permit or other authorization is being sought. The following is the list of Site-to-Client Relationships:

- Agent for Owner or Operator;
- Contractor for Owner or Operator;
- Lessee;
- Lessee/Operator;
- Operator;
- Other;
- Owner;
- Owner/Operator; and
- Property Owner.

**NOTE** – The inclusion of an asterisk (\*) with a question, statement, or field entry denotes that that is a required item in the ePermit System. If a required item is not completed, the NOI/Application will not be able to be submitted.

**Is the above information accurate?** The user must verify that the applicant’s information is correct by answering the question. If the information is not correct, the user will be provided with a message which indicates to contact the Bureau of Clean Water to rectify the incorrect information.

**NOTE** – If the information is not correct, contact the Bureau of Clean Water as identified, and ask to speak to someone in the Stormwater Construction Section regarding incorrect eFACTS Client information for the Chapter 102 ePermit System. You will need to be prepared to provide the DEP Client ID# and the proper information.

**Bureau of Abandoned Mine Reclamation (BAMR) Project.** Select “Yes” if the project involves abandoned mine reclamation or abandoned mine drainage treatment in which DEP’s BAMR will review the Chapter 102 permit application/NOI, otherwise select “No.”

**NOTE** – If the project is not for abandoned mine reclamation or abandoned mine drainage treatment, answer the question “No.”

**Legal Name.** If the applicant has more than one legal name associated with them in DEP’s eFACTS data system, a drop-down list is provided where the user must select the correct legal name.

**NOTE** – The Legal Name information is retrieved from eFACTS. If there is no legal name in the drop-down list, contact the Bureau of Clean Water as identified above and ask to speak with someone in the Stormwater Construction Section regarding the lack of an eFACTS Legal Name. You will need to be prepared to provide the DEP Client ID# and what the Legal Name should be.

## Chapter 102 ePermit User Guide

**Is there a co-applicant?** Answer “Yes” or “No” to the question regarding whether there is a co-applicant. If there is a co-applicant(s), complete the information listed below for each co-applicant by selecting the “Add Co-Applicant”

 **Add Co-Applicant**

link and attach the [Co-Applicant Certification](#) at the end of the Client Information Module. If permit coverage is authorized co-applicants will become dual permittees, meaning that they will both hold the permit coverage equally together. Operators, as defined by 25 Pa. Code § 102.1, will need to complete the Operator Module.

**NOTE** – Co-applicants are not to be listed in the Operator Information Module.

### Co-Applicant Details

**Co-Applicant Name.** Provide the name under which the co-applicant conducts the activity or business for which the permit or other authorization will be issued. For partnerships, list the business name of the partnership as it appears on legal partnership papers. For registered fictitious names, as registered by the Pennsylvania Department of State, list the owner of the fictitious name, along with the fictitious name in the following format: Owner of the fictitious name d/b/a Registered Fictitious Name.

**Organization Name.** Enter the same name as for Co-Applicant Name above.

**Mailing Address.** Enter the mailing address of the co-applicant identified above; this should *not* include locational data that is not appropriate for a mail piece. In addition to the street number and name, PO Box #, RR #, Box # or Highway Contract # designations, use any appropriate designation and number to further define the mailing address of the applicant.

**Address Line 2.** Use this line for additional mailing address information. This line can be left blank.

**City.** Enter an appropriate city, borough, or town designation; do not enter a township designation in this area. Do *not* use abbreviations for the city name.

**State.** Use the two-character abbreviation for the state.

**Zip code.** Use the four-digit extension to the ZIP code.

**Email.** List the email address of the co-applicant contact.

**Phone.** Report the phone number, including any extension, of the co-applicant contact.

**Contact Name.** Provide the name of a person representing the co-applicant. This co-applicant contact must be an employee of the organization and must be located at the mailing address of the co-applicant and may receive correspondence on behalf of the co-applicant. This person should be a high-level employee (e.g., CEO, VP, Operations Manager) or someone capable of answering questions regarding the organization such as EIN, fictitious name ownership, address data, related organizations, corporate changes, etc. Identify the full name of the co-applicant contact.

When finished entering the Co-Applicant information, click the Save button to save your information and return to the Client Information Module. If you have entered information and do not want to save your work, click the Cancel button to return to the Client Information Module.

**Client Contact Information.** Provide the name of a person representing the applicant. This applicant contact must be an employee of the organization and must be located at the mailing address of the applicant and may receive correspondence on behalf of the applicant. This individual should be a high-level employee (e.g., CEO, VP, Operations Manager) or someone capable of answering questions regarding the organization such as EIN, fictitious name ownership, address data, related organizations, corporate changes, etc. Identify the applicant contact first and last names, title, telephone number (including any extension if applicable), and email address.

**Client Information Attachments.** If there are any attachments to upload to this Module, select the “Upload New Attachment” link. The most common attachment to this module will be a Co-Applicant Certification. If a Co-Applicant

## Chapter 102 ePermit User Guide

Certification is not attached but must be attached due to the completion of co-applicant information, the Co-Applicant Certification will be shown as a Missing Client Information Attachment. The NOI/Application cannot be submitted if there is a missing attachment.

You may save your work by clicking the Save button. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an NOI/Application from being submitted. To go back to the ePermit Authorization Overview screen click the Back button.

### OPERATOR INFORMATION MODULE

The PAG-02 NOI, Individual NPDES Permit Application, and E&S Permit Application share the Operator Information Module.

If known at the time the NOI/Application is prepared, the applicant should identify all persons who: 1) have oversight responsibility of earth disturbance activities on the project site or a portion thereof; 2) have the ability to make modifications to the E&S Plan, the PCSM Plan or site specifications; and/or 3) have day-to-day operational control over earth disturbance activities to ensure compliance with the E&S or PCSM Plans. All such persons are considered operators and will be considered co-permittees if DEP/CCD approves coverage under the permit.

Operator Name*	Operator's Role in Project*	Delete
John Caerphoss	Excavation Contractor	

[Add Operator](#)

Date Added	Document Name	Document Type	Description	Edit	Delete	Download
06/01/2020 12:41:37 PM	Operator Certification	Operator Certification	Operator Certification			

[Upload New Attachment](#)

If an operator is unknown at the time the NOI/Application is prepared, leave the Operator Information blank (i.e., do not check the box next to Operator Information in the Authorization Overview screen). However, the permittee will be responsible for ensuring that new operators selected following permit coverage complete and sign the Co-Permittee Acknowledgement Form for Chapter 102 Stormwater Permits ([3800-FM-BCW0271a](#)).

Add an Operator by selecting the “Add Operator” link and attach the Operator Certification at the end of the Operator Information Module.

**Operator Name.** Identify the name of the organization or the individual who is considered an operator.

**Contact Name.** List the name of the contact for the operator whom may be contacted by DEP/CCD.

**Operator Address.** Provide the mailing address of the operator. The second address line can be used if need, but if not, it can be left blank.

**City.** Enter the city for the operator’s address.

**State.** Enter the state for the operator’s address.

## Chapter 102 ePermit User Guide

**Zip code.** Enter the zip code for the operator's address.

**Telephone #.** Enter the telephone number for the operator identified as the contact.

**Operator's Role in Project.** Select the most appropriate role for the operator.

**Operator's Responsibilities.** Briefly describe the responsibilities of the identified operator during the earth disturbance activities (e.g., bulk earthmoving, PCSM BMP installation).

When finished entering the operator information, click the Save button to save your information and return to the Operator Information Module. If you have entered information and do not want to save your work, click the Cancel button to return to the Operator Information Module.

**Operator Information Attachments.** If there are any attachments to upload to this Module, select the "Upload New Attachment" link. The most common attachment to this module will be an [Operator Certification](#). If an Operator Certification is not attached but must be attached due to the completion of operator information, the Operator Certification will be shown as a Missing Client Information Attachment. The NOI/Application cannot be submitted if there is a missing attachment.

You may save your work by clicking the Save button. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an NOI/Application from being submitted. To go back to the ePermit Authorization Overview screen click the Back button.

### CONSULTANT INFORMATION MODULE

The PAG-02 NOI, Individual NPDES Permit Application, and the E&S Permit share the Consultant Information Module.

If the applicant is using a consultant to help prepare any portion of the ePermit NOI/Application, the applicant should respond "Yes" to the question, "Are you planning to use a consultant?" otherwise select "No." If there is more than one consultant, the main or primary consultant should be identified. If there is no consultant, nothing else has to be completed for this module.

The screenshot shows a web form titled "Consultant Information" with a green header. The form contains the following fields and options:

- Are you planning to use a consultant?\*** with radio buttons for  Yes and  No.
- Select Consulting Firm\*** with a drop-down menu.
- Note:** If you do not see your Consulting Firm listed in the options above, please call the Bureau of Clean Water at 717-787-5017.
- New Employee needed\*** with radio buttons for  Yes and  No.
- Last Name\***, **First Name\***, and **MI** with text input fields.
- Licensure Number** with a text input field.
- Title\*** with a drop-down menu.
- Email\*** with a text input field.
- Telephone\*** and **Ext.** with text input fields.

**Select Consulting Firm.** Select the consulting firm from the drop-down list provided. Consultants in this list are contained in DEP's eFACTS data system. This is a type-ahead friendly field, to assist in limiting the available selections. If you do not see your consulting firm listed, please contact the Bureau of Clean Water, as identified above, to have the firm entered into eFACTS (ask to speak to someone in the Stormwater Construction Section regarding Chapter 102 consultant information in eFACTS for the Chapter 102 ePermit System).

## Chapter 102 ePermit User Guide

**Select Employee.** Select the employee at the consulting firm who is the point of contact for the NOI or Application. This is a type-ahead friendly field, to assist in limiting the available selections. This field is not based upon the consulting firm selected. If the employee is not in the list, then a new entry will need to be made.

**New Employee Needed.** If the employee is listed in the drop-down list, answer “No” to this question and the Module is complete. If the employee is not listed in the Select Employee drop-down list, answer “Yes” to create a new employee record in eFACTS (the employee name will not be associated with the consulting firm).

**Last Name.** Enter the last name of the employee.

**First Name.** Enter the first name of the employee.

**MI.** Enter the middle initial of the employee. This field can be left blank.

**Title.** From the drop-down list select the type of professional license that the employee has; Professional Engineer, Professional Geologist, or Professional Land Surveyor. If the employee has a professional license that is not listed or does not have a professional license, then select “Other.”

**Licensure Number.** If “Other” was selected as the Title, then Licensure Number will remain blank. If the employee is a licensed Professional Engineer, Professional Geologist, or Professional Land Surveyor enter their license number in the space provide.

**Email.** Enter the email address for the employee.

**Telephone.** Enter the telephone number for the employee. If there is no extension number, that field can remain blank.

If there are any attachments to upload to this Module, select the “Upload New Attachment” link.

You may save your work by clicking the Save button. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an NOI/Application from being submitted. To go back to the ePermit Authorization Overview screen click the Back button.

### SITE INFORMATION MODULE

The PAG-02 NOI, Individual NPDES Permit Application, and the E&S Permit Application share the Site Information Module.

The user must answer the question, “Has the project site previously been the subject of an application submitted to DEP for this client?” If “Yes,” select the Site Name from the drop-down list (the Site ID number in eFACTS will be shown following the dash symbol). If the Site has not previously been the subject of an NOI/Application submitted to DEP or you do not see the Site Name listed, answer “No” and enter a name for the project site.

If the Site Name and Site ID are selected, the information related to the site will be auto-populated from eFACTS.

Site Information
▼

Is this an existing Site previously provided to DEP?\*  Yes  No

Site Name\*

Does this site have a physical street address?\*  Yes  No

Distance to nearest intersection (miles)\*

Direction\*

Nearest Intersection Name\*

City\*  State\*  Zip Code\*

**Site Name.** If an existing site does not exist for the project, enter the name of the project site. Note that if this is a phased project, the Site Name should not include the phase number (e.g., “Rustic Farms” should be used, not “Rustic Farms – Phase 1”).

**Does this site have a physical street address?** If the site has a physical address of the location where the earth disturbance activities will occur, answer “Yes” to the question, otherwise answer “No.”

If the answer is “Yes,” enter the address (i.e., physical address where earth disturbance will occur, PO Box numbers are not acceptable); city; and Zip code. Note that the default state is “PA” and cannot be changed.

If the answer is “No,” enter the distance to the nearest intersection in miles; the direction (N for North, S for South, E for East, or W for West) to the nearest intersection; the name of the nearest intersection (e.g., Grand Junction Road & Market Street); city; and Zip code. Note that the default state is “PA” and cannot be changed.

**Site Location.** Specify all counties and municipalities in which the project site is located by selecting the “Add Location” link. Select the county and municipality from drop-down lists. Enter an email address for each municipality so that the municipality can be copied on ePermit System automated messages concerning the NOI/Application.

[Add Location](#)

**Site Location**

County\*

Municipality\*

Municipality Email Address\*

Primary

Check the box for Primary for the municipality with the greatest amount of earth disturbance in the county with the greatest amount of earth disturbance. For example, a linear project will involve earth disturbance in the following municipalities and counties:

County	Municipality	Earth Disturbance (Ac)
Adams	Huntington Township	5
Adams	Latimore Township	4
York	Franklin Township	6



## Chapter 102 ePermit User Guide

County	Municipality	Earth Disturbance (Ac)
York	Carroll Township	2

The county with the greatest earth disturbance is Adams (9 acres vs. 8 acres for York County). The municipality with the greatest earth disturbance in Adams County is Huntington Township. The user would select the combination of Adams County and Huntington Township as the Primary site location. In the event that two or more counties have an equal amount of earth disturbance, select Primary for the municipality with the greatest earth disturbance area in the first (by alphabetical order) county.

If there are any attachments to upload to this Module, select the "Upload New Attachment" link.

You may save your work by clicking the Save button. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an NOI/Application from being submitted. To go back to the ePermit Authorization Overview screen click the Back button.

PROJECT INFORMATION MODULE

The PAG-02 NOI, Individual NPDES Permit Application, and the E&S Permit Application share the Project Information Module.

**Project Name.** Report the name that the project will be known by. This may be the same name as is used for Project Site Name.

**Total Project Area/Project Site (Ac).** Report the total area of the project site, in acres. A project site is the entire area of activity, development, lease, or sale including: 1) the area of an earth disturbance activity, 2) the area planned for an earth disturbance activity, and 3) other areas which are not subject to an earth disturbance activity. Values should be rounded to the nearest one-hundredth of an acre (i.e., two decimal places).

**Total Disturbed Acres (Ac).** Report the total area of earth disturbance, in acres. Include the area associated with all off-site support activities that are part of the project and are not independent construction sites if these areas have been identified at the time the ePermit NOI/Application is prepared. Report Total Disturbed Acres to the nearest one-hundredth of an acre. Per the Earth Disturbance Threshold section of the PAG-02 NOI Instructions ([3800-PM-BCW0405a](#)) and Individual NPDES Application Instructions document ([3800-PM-BCW0408a](#)), acreage between 0.991 and 0.999 should be rounded to 1.00 acre. Values should be rounded to the nearest one-hundredth of an acre (i.e., two decimal places).

The Total Disturbed Area must be fully within the Total Project Area/Project Site.

Project Information			
Project Name*	Residential Subdivision		
Total Project Area/Project Site (Ac)*	25		
Total Disturbed Acres (Ac)*	20		
Project Site Impervious Area - Pre-Construction (Ac)*	1	Percent of Total (%)*	4
Project Site Impervious Area - Post-Construction (Ac)*	10	Percent of Total (%)*	50
Pre-Construction Impervious Area within Earth Disturbance (sf)*	0		
Post-Construction Impervious Area within Earth Disturbance (sf)*	435600		
Has the disturbed acreage fee been previously paid for this project?*	<input type="radio"/> Yes <input checked="" type="radio"/> No		

**Project Site Impervious Area – Pre-Construction.** Report the area of impervious surface within the Total Project Area/Project Site prior to construction, in acres, and list the percentage of impervious area relative to the Total Project Area/Project Site. Note that the actual impervious area is requested rather than the impervious remaining after application of 25 Pa. Code § 102.8(g)(2)(ii). Values should be rounded to the nearest one-hundredth of an acre (i.e., two decimal places).

**Project Site Impervious Area – Post-Construction.** Enter the area of impervious surface within the Total Project Area/Project Site following construction, in acres, and list the percentage of impervious area relative to the Total Project Area/Project Site. Values should be rounded to the nearest one-hundredth of an acre (i.e., two decimal places).

**Pre-Construction Impervious Area within Earth Disturbance.** Identify the area of pre-construction impervious surface within the earth disturbance area in square feet (sf). This field is restricted to positive, whole numbers.

**Post-Construction Impervious Area within Earth Disturbance.** Identify the area of planned post-construction impervious surface within the earth disturbance area in sf. This field is restricted to positive, whole numbers.

**Has the disturbed acreage fee been previously paid for this project?** If the Additional Administrative Filing Fee (i.e., Disturbed Acreage Fee) has not been previously paid for the exact same project (whether or not it is the same applicant), answer No and pay the appropriate fee with the ePermit NOI/Application. If the Disturbed Acreage Fee has been previously paid for the exact same project, answer “Yes” and identify the Project Name and Permit Application Number that is associated with the previously paid fee.

**Project Type.** Provide the appropriate six-digit North American Industry Classification System (NAICS) code that represents the primary economic activity of the project site by selecting the “Add Project Type” link.

 [Add Project Type](#)

Project Type Details

NAICS Code\*  [NAICS Manual](#)

Full NAICS Code List\*

Primary?\*  Yes  No

**NAICS Code.** An initial set of NAICS Code descriptions is provided in a drop-down list. If the NAICS Code is not listed in the initial set, select “Other” and identify the NAICS Code description in the additional drop-down list.

**Full NAICS Code List.** The full list of NAICS Code descriptions is provided. This is a type-ahead friendly field. The NAICS codes can be found on the NAICS section of the United States Census Bureau’s website at [www.census.gov/eos/www/naics](http://www.census.gov/eos/www/naics) (the “Downloads” list on the left side of the screen contains the most recent list).

**Primary?** Identify if the NAICS Code selected is the primary NAICS Code for the project.

When finished entering the NAICS Code, click the Save button to save your information and return to the Project Information Module. If you have entered information and do not want to save your work, click the Cancel button to return to the Project Information Module.

If there is a secondary NAICS Code(s) associated with the project, repeat the steps above to enter the additional relevant NAICS Code(s).

**Project Description.** Enter a brief narrative of the project in the space provided. Explain the purpose of the earth disturbance activities and construction objectives for the project. This field is limited to 1500 characters. In addition, from the drop-down list provided select the most appropriate description of your project.

**Does this project meet the criteria of a site restoration project across the entire project site?** Answer the question “Yes” if the project meets the criteria of a site restoration project as identified in the PAG-02 NOI Instructions ([3800-PM-BCW0405a](#)) and Individual NPDES Permit Application Instructions document ([3800-PM-BCW0408a](#)) across the entire project site.

**Is this project part of a larger common plan of development or sale?** Answer the question “Yes” if the project is part of a larger common plan of development or sale. If “Yes,” specify the anticipated number of phases in the project and the number of phases that have already been completed, currently under construction, or currently under existing permit coverage. For the purpose of this question, the term “phase” is used to describe a portion of a common plan of development or sale that is incorporated into permit coverage following initial approval through a major amendment to that coverage. These fields are restricted to positive, whole numbers.

**Was there a pre-application meeting with the Department/CCD?** Answer the question “Yes” if a pre-application meeting was held with DEP/CCD. If “Yes,” identify all pre-application meeting dates by selecting the “Add Meeting Date” link.

**Meeting Date.** Identify the date of the Pre-Application Meeting.

## Chapter 102 ePermit User Guide

**Met With.** Identify who the Pre-Application Meeting was with from the drop-down list provided.

**Notes.** A space has been provided such that the applicant can provide additional information related to the Pre-Application Meeting. This portion may be left blank.

If there are any attachments to upload with this Pre-Application Meeting, select the “Upload New Attachment” link.

When finished entering the Pre-Application Meeting, click the Save button to save your information and click on the Back button to return to the Project Information Module. If you have entered information and do not want to save your work, click the Cancel button to return to the Project Information Module.

**Type of Ownership.** Identify the type of ownership from the drop-down list provided. Private entities should generally select either “Non-Government” or “Mixed Ownership (e.g.: Public/Private).”

**Is this a local project that has federal transportation funding and PennDOT oversight?** Answer the question “Yes” if the project is a local project where PennDOT is providing oversight and the project involves federal transportation funding.

**Is this a linear project?** Select “Yes” if the project is a linear project (e.g., road construction, utility lines, etc.), otherwise select “No.”

**Start or Centroid Latitude / Longitude.** If the project is a linear project, report the latitude of the beginning of the proposed disturbed area. If the project is not a linear project, report the latitude of the center (centroid) of the proposed disturbed area. Report latitude coordinates in decimal degrees with five digits to the right of the decimal. These fields are restricted to valid latitude and longitude coordinates within Pennsylvania.

**End Latitude / Longitude.** If the project is a linear project, report the longitude of the end of the proposed disturbed area, in decimal degrees with a minimum of five digits to the right of the decimal. These fields are restricted to valid latitude and longitude coordinates within Pennsylvania. If the project is not a linear project these fields are not applicable.

**Collection Method.** Indicate the Horizontal Reference Datum used to determine the coordinates by selecting the item from the drop-down list provided. If GPS, WAAS, or LORAN are selected identify the **Date of Collection**. If eMap is selected, the **Horizontal Reference Datum** is WGS84 (and cannot be changed). If HGIS is selected, the **Horizontal Reference Datum** is NAD83 (and cannot be changed). If GISDR, ITPMP, GPS, WAAS, or LORAN are selected identify the **Horizontal Reference Datum** from the drop-down list provided.

**USGS 7.5 min. Quad Map Name.** Identify the USGS 7.5 min Quad Map where the project site is located by selecting the “Add Map” link. Additional Quad Maps may be entered. The Quad Map with the greatest amount of the project site should be identified as the Primary.

**Pre-Construction/Present Land Use(s).** Identify the actual dominant land uses of the project site for the five years preceding the ePermit NOI/Application submission by selecting the “Add Land Use” link.

**Land Use Description.** Identify the best description of the land use. Use of agricultural, residential, and urban for land use descriptions is recommended, although the applicant may opt to use more detailed land use descriptions or may use land cover descriptions (e.g., descriptions used by the National Land Cover Database are acceptable). Land cover descriptions of pervious and impervious are also acceptable.

**NOTE** – Applicants should use the same land use/cover descriptions as is used in DEP’s PCSM Spreadsheet – Volume Worksheet, if the spreadsheet is used.

**% value.** Identify the percentage of the Total Earth Disturbance Area that is comprised of this land use. This field is restricted to positive, numeric values only and cannot be greater than 100. The sum of the percentages for all land uses entered should be 100.

## Chapter 102 ePermit User Guide

When finished entering a Pre-Construction/Present Land Use, click the Save button to save your information and return to the Project Information Module. If you have entered information and do not want to save your work, click the Cancel button to return to the Project Information Module.

**Post-Construction Land Use(s).** Identify all post-construction land uses within the earth disturbance.

**Land Use Description.** Identify the best description of the post-construction land use. Use of agricultural, residential, and urban for land use descriptions is recommended, although the applicant may opt to use more detailed land use descriptions or may use land cover descriptions (e.g., descriptions used by the National Land Cover Database are acceptable). Land cover descriptions of pervious and impervious are also acceptable.

**NOTE** – Applicants should use the same land use/cover descriptions as is used in DEP’s PCSM Spreadsheet – Volume Worksheet, if the spreadsheet is used.

**% value.** Identify the percentage of the Total Earth Disturbance Area that is comprised of this land use. The sum of the percentages for all land uses entered should be 100.

When finished entering a Post-Construction Land Use, click the Save button to save your information and return to the Project Information Module. If you have entered information and do not want to save your work, click the Cancel button to return to the Project Information Module.

**Other Pollutants.** If the stormwater discharges will contain pollutants other than sediment, answer the question “Yes”. If the answer is “Yes”, provide an explanation in the area provided.

**NOTE** – You do not need to answer “Yes” to address the likelihood that Total Nitrogen (TN) and Total Phosphorus (TP) will be present in stormwater discharges. This question is meant for an applicant to consider the likelihood of pollutants such as heavy metals or organic compounds that may be present in soils as a result of a prior release or that exist naturally that should be considered in the design of BMPs for the site.

**Will fuels, chemicals, solvents, pesticides, fertilizers, lime, petrochemicals, wastewater, wash water, core drilling wastewater, cement, sanitary wastes, solid wastes or other hazardous materials stores used or transported onto, on, or from the project site?** Answer either “Yes,” “No,” or “Unknown at this time.”

**Fill Material.** All fill material imported to a project site with coverage under PAG-02, must be one of the following, as defined in DEP’s Management of Fill Policy ([258-2182-773](tel:258-2182-773)):

- a. Clean fill (i.e., fill that is uncontaminated material meeting clean fill concentration limits and has not been blended, mixed, or treated to meet the definition of uncontaminated material);
- b. Regulated fill used on Act 2 sites, as defined in DEP’s Management of Fill Policy, that does not require authorization under DEP’s Waste Management General Permit No. WMGR096 but is used in accordance with standards established by DEP’s Land Recycling and Environmental Remediation Standards Program; or
- c. Regulated fill (i.e., fill that has been affected by the release of a regulated substance and is not uncontaminated material but meets regulated fill concentration limits and has not been blended, mixed, or treated to meet the definition of regulated fill) that has been authorized for use on the project site under DEP’s Waste Management General Permit No. WMGR096.

Check the appropriate box(es) concerning the use of fill material at the project site. Applicants should review DEP’s Management of Fill Policy to ensure understanding of the requirements relating to fill material. Prior to submission of the ePermit NOI/Application, the applicant has a responsibility to conduct environmental due diligence, as defined in the Policy, to verify the nature of any fill that will be imported to the project site. If the applicant (or permittee) determines, either prior to ePermit NOI/Application submission or following permit coverage, that fill will be imported to the project site that has not already been determined to be clean fill, or is not already authorized for use on the project site by Waste Management General Permit WMGR096 or by DEP’s Land Recycling and Environmental Remediation Standards Program, the applicant (the person utilizing the fill) and the person donating the fill to the applicant (or permittee) must do the following:

## Chapter 102 ePermit User Guide

- Complete DEP's [online Certification of Clean Fill form](#) and maintain a copy of the form at the project site for review by DEP/CCD upon request if the fill has been determined to be clean fill.
- If the fill is not clean fill, is not covered by WMGR096, and is not being used on an Act 2 site, the applicant (or permittee) must obtain authorization under WMGR096 or the fill may not be used on the project site.

Plan Drawings must include a note explaining the need for permittees and operators to conduct environmental due diligence and comply with DEP's Management of Fill Policy.

**NOTE** – In general only one box concerning fill material should be checked per project, although it is possible to check multiple boxes if appropriate.

**Act 2 Enrollment.** Check the box for “Yes” if the site has been enrolled in DEP’s Act 2 Program, otherwise select the box for “No”. Act 2 sites undergoing remediation may use PAG-02 for NPDES permit coverage if contaminated soils and groundwater are not disturbed.

**Karst Geology:** If the project site is located in an area of known Karst Geology, answer the question “Yes”, otherwise answer “No”.

**Act 2 Release.** Check the box for “Yes” if the site was previously enrolled in DEP’s Act 2 Program and cleanup standards have been met, otherwise answer “No”. If applicable, upload the Act 2 release of liability letter to the ePermit System. These letters generally identify the media and pollutant(s) addressed by the release of liability.

**Act 537 Status.** Indicate whether Act 537 sewage planning approval is needed for the project. If “Yes”, indicate whether the approval letter has been uploaded to the ePermit System.

**NOTE** – If Act 537 sewage planning is necessary but the approval is not available at the time the ePermit NOI/Application is submitted, the NOI/Application will not be considered incomplete and permit coverage can still be authorized. Act 537 approval, if needed, is required prior to conducting earth disturbance activities.

**Chapter 105 Permit or Authorization.** Check the box for “Yes” if the project requires a permit or other authorization under 25 Pa. Code Chapter 105, otherwise select the box for “No”. If “Yes”, identify the type of permit or authorization necessary for the project under 25 Pa. Code Chapter 105 by checking the appropriate box(es).

**Other Required DEP/CCD Permits or Authorizations.** Check the box for “Yes” if the project requires any other authorizations or permits from DEP or CCD; otherwise, select the box for “No”. If “Yes”, report all other authorizations or permits from DEP or CCD necessary for the project. If available, upload the approval letter to the ePermit System.

**Existing Permits.** Identify if there are any permits that have been issued or are pending for this facility or project site by DEP or CCD or EPA within the past five years, including those that have been terminated. Include any NPDES and Water Quality Management (WQM) permits, Chapter 105 permits, and any other environmental permits. Provide the permit number, the date of permit issuance, and the name of the agency which issued the permit, as applicable. If “Yes”, add the existing permit by selecting the “Add Permit” link.

**Type of Permit.** Identify the type of permit needed.

**Permit Number.** If a permit number or permit application number has been assigned, identify the number. If not, leave this box blank.

**Date Issued.** If the permit has been issued or authorized, identify the date of issuance/authorization. If not, leave this box blank.

**Issued By.** If the permit has been issued or authorized, identify the entity that issued/authorized the permit. If not leave this box blank.

When finished entering an Existing Permit, click the Save button to save your information and return to the Project Information Module. If you have entered information and do not want to save your work, click the Back button to return to the Project Information Module.

**Riparian Forest Buffers.** If an existing or proposed riparian forest buffer is located on the project site, answer the question “Yes”. If there are no existing or proposed riparian forest buffers on the project site, answer the question “N/A”.

**NOTE** – If an existing or proposed riparian forest buffer is located on the project site it must be identified on the E&S and PCSM Plan drawings.

**NOTE** – If the Yes button is selected, the Riparian Buffer Module will be enabled in the ePermit Authorization Overview screen for Individual NPDES and E&S Permits.

**Stormwater Discharge Information**

**Point of Discharge During Construction.** Identify all discharge points and the receiving waters to which they discharge during construction by selecting the “Add Discharge Point” link.

**Will there be any discharge points during construction?** If there will be no discharge points (i.e., all stormwater flows will be sheet flows or shallow concentrated flows as may occur for example with a linear project such as utility installation or replacement where disturbed areas will be restored to approximate original condition) during construction, answer the question “No”. Otherwise answer the question “Yes”. If “Yes,” click on the link for “Add Discharge Point” to create a discharge point for the project.

[Add Discharge Point](#)

**NOTE** – Discharge points are all engineered structures, drainageways and areas of concentrated flow where runoff leaves a project site, except for areas of shallow concentrated flow that are controlled by perimeter BMPs. For example, water filtering through a compost sock should not be considered a discharge point. Discharge points are not only pipes (i.e., outlets from BMPs) but also include areas where stormwater flows will concentrate by natural means or by design and areas of concentrated flow prior to level spreaders or other diffusion of flows. Discharge points may be situated at or near surface waters or at another location, at or prior to the project site boundary.

**NOTE** – Even if there are no discharge points associated with the project, you must still add a discharge point to properly identify the receiving surface water(s).

Pre-Construction Point of Discharge Details
▼

Point of Discharge ID\*

Latitude\*  Longitude\*

Name of Receiving Waters\*

Is this point of discharge located within the Chesapeake Bay watershed and the receiving waters drain to the Chesapeake Bay?\*  Yes  No

Does this point of discharge have a stormwater discharge to areas other than surface waters?\*  Yes  No

Chapter 93 Classification\*

Is this discharge point's receiving water impaired for siltation, suspended solids, turbidity, water/flow variability, flow modifications/alterations or nutrients?\*  Yes  No

Is this discharge point's receiving water(s) have an EPA-approved or estimated TMDL for siltation, suspended solids, or nutrients?\*  Yes  No

**Discharge Point No.** Provide a three-digit identification number consisting of numerals only (i.e., no letters or other symbols) for each discharge point receiving stormwater discharges associated with construction activity from the earth disturbance area, starting with 001 and continuing with 002, 003, and so forth. The permittee is authorized to discharge through the discharge points identified in this table if permit coverage is approved.

## Chapter 102 ePermit User Guide

**Latitude / Longitude.** Report the latitude and longitude coordinates in decimal degrees with five digits to the right of the decimal place for the discharge point. This location should correspond to the point where stormwater will enter surface waters or, for discharges to non-surface waters, the point where stormwater will leave the project site.

**Name of Receiving Waters.** Report the receiving surface waters for the discharges following any applicable conveyances such as storm sewers, off-site swales, etc. If the receiving waters are not identified in 25 Pa. Code Chapter 93, use the term “Unnamed tributary to XXX”, where “XXX” is the first named surface water downstream. If the discharge is to a storm sewer, list the name of the receiving surface waters followed by, “via storm sewer” (e.g., “Muddy Run via storm sewer”). If the discharge is to existing wetlands, list the name of the receiving waters followed by, “via wetland.”

**Chesapeake Bay?** Answer the question “Yes” if the discharge point is located within the Chesapeake Bay watershed or the receiving waters drain to the Chesapeake Bay.

**Non-Surface Waters.** Check the box if the applicant is proposing any stormwater discharge to areas other than surface waters, either on or off the project site, during construction. For example, an applicant should check this box if a stormwater discharge point will be located at a property boundary to a swale that eventually reaches surface waters.

**NOTE** – If there will be off-site discharges (e.g., discharges to a non-surface water such as a swale, ditch, or ground surface via level spreader, that will flow through a property or properties not owned by the applicant prior to reaching a surface water), the applicant is expected to secure an easement (e.g., common law or express easement) providing legal authority for the off-site discharge, unless waived by the property owner, and to provide for adequate BMPs to prevent accelerated erosion on off-site property. Stormwater management to prevent accelerated erosion is also required for discharges to non-surface waters on property owned by the applicant. Submission of an easement for off-site discharges is not required as part of the ePermit NOI/Application. Chapter 102 permits do not grant property rights.

**Chapter 93 Classification.** Report the existing use or, if DEP’s [Statewide Existing Use Classifications website](#) does not list the water, the designated use of the receiving waters under 25 Pa. Code Chapter 93.

**NOTE** – If the user identifies a special protection (HQ or EV) use for a surface water, the Antidegradation Analysis module will become enabled for Individual NPDES and E&S Permits.

**Impairment status.** Answer the question “Yes” if the receiving water is “**impaired**” (i.e., not attaining water quality standards) **for siltation, suspended solids, turbidity, water/flow variability, flow modifications/alterations, or nutrients** according to DEP’s latest published Integrated Report. If not, answer the question “No”.

**NOTE** – A “Yes” response will also enable the Antidegradation Analysis module for Individual NPDES and E&S Permits.

**TMDL.** Answer the question “Yes” if the receiving water has an **EPA-approved or established TMDL for siltation, suspended solids, or nutrients**. If not, answer the question “No”.

If there is a TMDL, answer the follow-up question if there are any Wasteload Allocations (WLAs) in the TMDL that apply to the stormwater discharge. If “Yes,” describe how the discharge will comply with the WLAs. Applicants are encouraged to attach to the calculations demonstrating compliance with WLAs to the Project Information Module; if not submitted, DEP or CCD may request such calculations.

If the project discharges to the Chesapeake Bay, the receiving surface water is impaired as identified above or has a TMDL as identified above, then additional information will be required.



Chesapeake Bay; Impaired; TMDL follow-up

Stormwater will be managed using:\*

Non-discharge alternative

ABACT BMP(s)

Description of E&S BMP(s)\*

Description of PCSM BMP(s)\*

- Check the appropriate box to indicate whether stormwater volume, rate, and water quality up to the design storm events (or as otherwise approved in an approved and current Act 167 Plan) will be managed using a non-discharge alternative or an ABACT BMP.
- Describe the E&S and PCSM BMP(s) preceding the discharge point, as applicable. If the BMP is ABACT, the applicant should refer to the section number in DEP's E&S Manual and/or [Pennsylvania Stormwater Best Management Practices Manual](#) (Document ID No. 363-0300-002) (BMP Manual), as amended, or alternative BMP list, that refers to the BMP as meeting ABACT.

When finished entering the Pre-Construction Discharge Point, click the Save button to save your information. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an NOI/Application from being submitted. To go back to the Project Information Module click the Back button.

**Point of Discharge Following Construction.** Identify all discharge points and the receiving waters to which they discharge following construction by selecting the "Add Discharge Point" link.

**Will there be any discharge points following construction?** If there will be no discharge points following construction, answer the question "No". Otherwise answer the question "Yes". If "Yes," click on the link for "Add Discharge Point" to create discharge points for the project.

**NOTE** – Even if there are no concentrated flows associated with the project, you must still add a discharge point to properly identify the receiving surface water(s).

**Discharge Point previously identified.** If the point of discharge will be the same between pre- and post-construction, answer the question "Yes", and then select from the previously entered Point of Discharge ID from the pre-construction information. If not, answer the question "No" and enter new information on the discharge point.

Complete the information for the discharge point consistent with the instructions provided above for discharge points during construction.

When finished entering the Post-Construction Discharge Point, click the Save button to save your information. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an NOI/Application from being submitted. To go back to the Project Information Module click the Back button.

**Discharges to Storm Sewers or Combined Sewers.** Answer the question (i.e., "Yes" or "No") to indicate whether any of the discharge points identified discharge to a storm sewer system. If "Yes", indicate whether the storm sewer is also an MS4 or a CSS with CSOs (i.e., "Yes" or "No"). Identify the name of the storm sewer owner/operator and list all discharge point numbers that will discharge to the storm sewer. If unsure whether the storm sewer is also classified

## Chapter 102 ePermit User Guide

as an MS4 or CSS with CSOs, contact the municipality in which the facility is located. If there are no discharges to storm sewers, check the box for “No”.

**NOTE** – If the answer is “Yes”, an off-site discharge analysis must be attached to the Project Information Module. Refer to DEP’s [Frequently Asked Questions \(FAQ\) for Chapter 102 Off-Site Discharges of Stormwater to Non-Surface Waters](#) for additional guidance on what is required with an off-site discharge analysis.

**Non-Stormwater Discharges.** Answer the question (i.e., “Yes” or “No”) to indicate whether there will be non-stormwater discharges that are expected to occur during permit coverage. Include off-site support areas that are part of the Total Earth Disturbance Area. If “Yes”, list each type of non-stormwater discharge anticipated, the discharge point that is expected to receive the discharge, and the expected frequency and volume of discharges. If there are no non-stormwater discharges, check the box for “No”.

**Discharges to Non-Surface Waters.** Check the box for “Yes” if the applicant is proposing any new or increased stormwater discharge to areas other than surface waters or storm sewers, either on or off the project site, during or following construction; otherwise select “No”.

**NOTE** – If the answer is “Yes”, an off-site discharge analysis must be attached to the Project Information Module. Refer to DEP’s [Frequently Asked Questions \(FAQ\) for Chapter 102 Off-Site Discharges of Stormwater to Non-Surface Waters](#) for additional guidance on what is required with an off-site discharge analysis.

If there are any attachments to upload to this Module, select the “Upload New Attachment” link.

You may save your work by clicking the Save button. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an NOI/Application from being submitted. To go back to the ePermit Authorization Overview screen click the Back button.

### COUNTY AND MUNICIPAL NOTIFICATIONS MODULE

The PAG-02 NOI, Individual NPDES Permit Application, and the E&S Permit Application share the County and Municipal Notifications Module.

The Location Type and Location will be automatically entered based upon the county(ies) and municipality(ies) information entered in the Site Information Module. The applicant will need to select the Edit button to enter the Date of Notification for each line.

Identify the Date of Notification. The County and Municipal Notification Forms must be uploaded to the ePermit System by selecting the “Upload New Attachment” link. If the user answers “No” to the question, “Did the county or municipality sign and return the form?”, a Proof of Receipt (e.g., certified mail return receipt) must also be uploaded to this module. This process must be completed for each county and municipality in which the project site is located.

To go back to the County and Municipal Notifications Module click the Back button.

You may save your work by clicking the Save button. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an NOI/Application from being submitted. To go back to the ePermit Authorization Overview screen click the Back button.

### PNDI INFORMATION MODULE

The PAG-02 NOI, Individual NPDES Permit Application, and the E&S Permit Application share the PNDI Information Module.

The applicant must upload the PNDI Search Receipt for the project into the PNDI Information Module by selecting the “Attach” button in the PNDI Missing Required Attachments.

## Chapter 102 ePermit User Guide

The applicant must then identify the response from each resource agency. If prompted, answer any corresponding questions. While not necessary to be deemed complete, Avoidance Measures must be accepted or otherwise a clearance letter must be provided, and a clearance letter must be provided for Potential Impacts prior to permit coverage. Applicants should upload the clearance letters to the PNDI Information Module if available at the time of NOI/Application preparation, or following submission of the NOI/Application, when received.

**NOTE** – The Avoidance Measures can be accepted by signing the PNDI Search Receipt.

**NOTE** – The clearance letters from the resource agencies can be uploaded by selecting the “Upload New Attachment” button.

If there are any attachments to upload to this Module, select the “Upload New Attachment” link.

You may save your work by clicking the Save button. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an NOI/Application from being submitted. To go back to the ePermit Authorization Overview screen click the Back button.

### CULTURAL RESOURCE NOTICE MODULE

The PAG-02 NOI, Individual NPDES Permit Application, and the E&S Permit Application share the Cultural Resource Notice Module.

**Affect Historic Resource?** Answer the question on whether or not the permitted activity may affect a Historic Resource on the National Register of Historic Places. Applicants should check the U.S. Department of Interior, National Park Service’s website at <https://www.nps.gov/subjects/nationalregister/index.htm> to answer this question. If “Yes”, coordination with the Pennsylvania Historical and Museum Commission (PHMC) must be provided by uploading the Cultural Resource Notice Form and the Proof of Submission by selecting the “Attach” button. If “No,” nothing else is required for this module.

You may save your work by clicking the Save button. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an NOI/Application from being submitted. To go back to the ePermit Authorization overview click the Back button.


### EROSION AND SEDIMENT CONTROL MODULE

The PAG-02 NOI, Individual NPDES Permit Application, and the E&S Permit Application share the Erosion and Sediment Control Module.

Completion of the Erosion and Sediment Control (E&S) Module constitutes an E&S Plan required by 25 Pa. Code § 102.4(b)(5) for the purpose of permit coverage when accompanied by E&S Plan Drawings and supporting calculations.

#### ***E&S Plan Information***

**Topography.** In the space provided, describe the existing topographic features of the project site and the immediate surrounding area. Describe land cover, structures, drainage patterns, surface waters and other features of the pre-construction (i.e., present) land surface.

**Soils.** Identify the soils present at the project site by selecting the “Add Soil Type” link. 

**Map Unit Symbol.** Identify the Natural Resources Conservation Service (NRCS) soil survey map unit symbol of soils present at the project site.

**Map Unit Name.** Identify the NRCS soil survey map unit name.

**Acres.** Identify the acres associated with each soil map unit.

## Chapter 102 ePermit User Guide

**Hydrologic Soil Group.** Identify the Hydrologic Soil Group for the soil map unit from the drop-down list provided. For soils assigned dual soil groups (e.g., A/D, B/D, etc.), use the first group for your selection.

**Percent Disturbed Area.** Identify percentage of each soil map unit within the disturbed area.

**Depth.** Identify the average depths of each soil map unit. For example, if the soil depth is identified as 1.1 – 2.5 feet, report an average depth of 1.8 feet.

**Hydric Soils.** Identify the presence of hydric soils within the soil map unit on the project site.

When finished entering the Soils Information, click the Save button to save your information and return to the E&S Module. If you have entered information and do not want to save your work, click the Cancel button to return to the E&S Module.

**Soil Limitations.** Discuss the presence of any soil limitations (e.g., steep slopes) and how the E&S Plan was developed to address those limitations. If no limitations exist the applicant may enter, “N/A.”

**Soil Contamination.** Identify if soils are known to be contaminated on the project site. If “Yes”, identify the pollutants exceeding Act 2 standards (MSCs contained in 25 Pa. Code Chapter 250), ensure that E&S Plan Drawings illustrate the extent of soil contamination and check the appropriate box, and describe the methods that will be used to avoid or minimize disturbance of the contaminated soils.

**Land Use.** Describe past, pre-construction (i.e., present) and post-construction (i.e., proposed) land uses of the project site and how earth disturbance activities will alter the land uses of the project site. For past land uses, provide a description of the historical uses of the land (i.e., at least 50 years ago).

**Runoff.** Describe the volume and rate of runoff from the project site and any area upgradient of the project site that flows onto the project site, to supplement supporting E&S BMP design calculations. Discuss the management of this runoff during construction. This may be a qualitative description.

**E&S BMPs.** Identify all E&S BMPs that will be used during construction by selecting the “Add BMP” link.



BMP

E&S BMP\*

Identify the E&S Plan drawing number(s) where the detail for this BMP is provided.\*

Identify the E&S Plan drawing number(s) where the operation and maintenance information for this BMP is provided.\*

Does the design of this BMP deviate from the recommendations in the E&S Manual?\*  Yes  No

Save Cancel

**E&S BMP.** Identify the E&S BMP from the drop-down list provided, which is populated from the E&S Manual. If “Alternative” is selected provide the alternative BMP demonstration required by 25 Pa. Code § 102.11(b) in the space provided. Alternative E&S BMPs should be identified on DEP’s list of reviewed alternative BMPs prior to proposing their use in an NOI/Application (see [www.dep.pa.gov/constructionstormwater](http://www.dep.pa.gov/constructionstormwater), select E&S Resources).

**NOTE** – If additional documents are required for the alternative BMP demonstration those should be uploaded in the E&S Module as described below.

**Detail Location.** Identify the E&S Plan Drawing Number(s) where the detail for the E&S BMP is presented.

**Operation and Maintenance Location.** Identify the E&S Plan Drawing Number(s) where the operation and maintenance information for the E&S BMP is provided.

## Chapter 102 ePermit User Guide

**Deviation from E&S Manual.** Identify if the design of the E&S BMP deviates from the recommendations in the E&S Manual. If “Yes”, describe the deviation(s) from the E&S Manual and provide the demonstration for any alternative BMP design standard as required by 25 Pa. Code § 102.11(b).

When finished entering the E&S BMP, click the Save button to save your information and return to the E&S Module. If you have entered information and do not want to save your work, click the Cancel button to return to the E&S Module.

**Standard E&S Worksheets.** Check the box if all applicable Standard E&S Worksheets from Appendix B of the E&S Manual have been completed and are attached.

**Other Equivalent Worksheets.** Check the box if information and calculations equivalent to the Standard E&S Worksheets from Appendix B of the E&S Manual have been completed and are attached. **The submission of completed Standard E&S Worksheets or equivalent providing the same information is required for applicants seeking permit coverage.**

**Sequence.** In the space provided, identify the E&S Plan Drawing Number(s) that describes the sequence of BMP installation and removal in relation to the scheduling of earth disturbance activities prior to, during, and after earth disturbance activities that ensure the proper functioning of all BMPs.

**Plan Drawings Attached.** Check the box to identify that the E&S Plan drawings have been attached to the E&S Module. **The submission of plan drawings is required for applicants seeking permit coverage.**

**Consistency.** Check the appropriate box to indicate that the E&S Plan has been planned, has been designed, and will be implemented to be consistent with the PCSM Plan.

**Inspections.** Check the box to confirm the applicant’s understanding that inspections of earth disturbance activities must occur weekly and following measurable storm events (i.e., at least 0.25 inch). An inspection must be conducted within 24 hours following a 24-hour period in which at least 0.25 inch of precipitation occurs, or when snowmelt occurs that is sufficient to produce a discharge.

**Temporary Stabilization.** In the space provided, identify the E&S Plan Drawing Number(s) that contain the following information relating to temporary vegetative stabilization measures: 1) vegetative species, 2) % pure live seed, 3) seed application rate, 4) fertilizer type, 5) fertilizer application rate, 6) mulch type, 7) mulching rate, and 8) liming rate.

**Permanent Stabilization.** In the space provided, identify the E&S Plan Drawing Number(s) that contain the following information relating to permanent vegetative stabilization measures: 1) vegetative species, 2) % pure live seed, 3) seed application rate, 4) fertilizer type, 5) fertilizer application rate, 6) mulch type, 7) mulching rate, 8) liming rate, 9) anchor material, 10) anchoring method, 11) rate of anchor material application, 12) topsoil placement depth, and 13) seeding season dates.

**NOTE** – If Standard E&S Worksheets will be attached to the E&S Module that address temporary and permanent stabilization, the applicant may refer to the attachment(s).

**Recycling or Disposal.** Describe how the applicant will ensure that proper recycling or disposal of materials will be conducted at the project site.

**Sensitive Features.** Identify the presence of any naturally occurring soil conditions or geologic formations (e.g., karst) that may have the potential to cause pollution during earth disturbance activities and identify BMPs that will be implemented to avoid or minimize potential pollution caused by these features. If no such features are known, the applicant may report, “unknown” or “none”. These sensitive areas must also be identified on the E&S Plan Drawings.

**Thermal Impacts.** Identify whether the potential exists for thermal impacts to surface waters **during** the earth disturbance activity and, if such potential exists, identify BMPs that will be implemented to avoid, minimize, or mitigate potential thermal impacts.

## Chapter 102 ePermit User Guide

**Buffers.** If applicable, in the space provided identify the E&S and PCSM Plan Drawing Number(s) that show existing and proposed riparian forest buffers (select the box for N/A if not applicable).

**Consistency.** Check the appropriate box to indicate that the E&S Plan has been planned, has been designed, and will be implemented to be consistent with the PCSM Plan.

### ***E&S Plan Developer***

The developer of the E&S Plan for the project must be identified.

Check the box to identify that the E&S Plan developer is trained and experienced in E&S control methods. In that statement, “trained and experienced” also refers to the size and scope of the project. Enter the E&S Plan developer’s information (all fields are required).

Answer the question to identify if the E&S Plan developer is a licensed professional (i.e., professional engineer, landscape architect, geologist, or land surveyor licensed to practice in this Commonwealth). If “Yes”, enter the License Type (i.e., engineer, landscape architect, geologist and/or land surveyor), License No., and Expiration (“Exp.”) Date of the license.

The required uploads for the E&S Module are the E&S Plan Drawings and the Worksheets and/or Calculations. In addition, a Wetland Determination must be uploaded if the applicant indicated that hydric soils are present. These files should be uploaded individually in the Missing Required Attachments portion by selecting the “Attach” buttons.

If there are any other attachments to upload to this Module, select the “Upload New Attachment” link.

You may save your work by clicking the Save button. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an NOI/Application from being submitted. To go back to the ePermit Authorization Overview screen click the Back button.

## RIPARIAN BUFFER MODULE

**The Riparian Buffer Module is different depending on whether an applicant is applying for PAG-02 coverage, an Individual NPDES Permit, or an E&S Permit.**

### **PAG-02 GENERAL PERMIT NOI**

Identify if the project will be protecting, converting or establishing a voluntary riparian forest buffer. If “Yes”, identify if the riparian forest buffer will be protected, converted or established. If “No”, nothing else is required for the Module. If a riparian forest buffer is being utilized, then a riparian forest buffer management plan will need to be uploaded to this Module. If there are any other attachments to upload to this Module, select the “Upload New Attachment” link.

You may save your work by clicking the Save button. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an NOI/Application from being submitted. To go back to the ePermit Authorization Overview screen click the Back button.

### **INDIVIDUAL NPDES PERMIT APPLICATION**

The Riparian Buffer Module is a required module for the Individual Permit Application. The following series of questions will determine what module details and information will be required:

#### Exceptions

Select the Yes button if the project can be characterized by any of the regulatory exceptions for a riparian buffer.

## Chapter 102 ePermit User Guide

### ePermit Module Detail - Riparian Buffer

**Riparian Buffer**

Is the project characterized by any of the exceptions found in 25 Pa. Code § 102.14(d) (1)? (check all that apply)\*:  Yes  No

- Road maintenance activities where any existing riparian buffer will be undisturbed to the extent practicable.
- Repair and maintenance of existing pipelines and utilities where any existing buffer will be undisturbed to the extent practicable.
- Oil and gas, timber harvesting, or mining activities for which site reclamation or restoration is part of the permit authorization in Chapters 78, and 86-90 and 102 where any existing buffer will be undisturbed to the extent practicable.
- A single-family home that is not part of a larger common plan of development or sale and the parcel was acquired by the applicant prior to November 19, 2010.
- Activities authorized by a DEP permit under other regulations which contain setback requirements and the activity complies with those setback requirements.

Yes  No

If Yes is selected, check the appropriate box(es) to identify the specific exception(s) under 25 Pa. Code § 102.14(d)(1) that apply. Provide a description in the corresponding text box to describe how the project either in its entirety or partially meets the identified exception(s).

If the project, in its entirety, meets one or more of the exceptions, the applicant can click the save button at the bottom of the module and run a completeness check and then click continue to proceed to the next module. If the project only partially meets one or more of the exceptions, the applicant must complete the remaining applicable portions of the Riparian Buffer module based upon the portion of the project that does not meet an exception.

### Allowed or Allowable Activities

Select the Yes button if the project contains any of the allowed or allowable activities identified at 25 Pa. Code §§ 102.14(f)(2) and 102.14(f)(3). Check the appropriate box(es) to identify the specific activity(ies).

Is the project characterized by any of the following allowed or allowable activities in 25 Pa. Code §§ 102.14(f)(2) and (3)? (check all that apply)\*:  Yes  No

- Activities or practices used to maintain the riparian buffer including the disturbance of existing vegetation, and tree and shrub removal, as needed to allow for natural succession of native vegetation and protection of public health and safety.
- Timber harvest activity in accordance with the riparian forest buffer management plan as part of the PCSM Plan.
- Passive or a low impact recreational activity which maintain the functioning of the riparian buffer is maintained.
- Emergency response and another similar activities.
- Research and data collection activities which may include water quality monitoring and stream gauging.
- Construction or placement of roads, bridges, trails, storm drainage, utilities or other structures that has been or is expected to be authorized by DEP.
- Water obstructions or encroachments that have been or are expected to be authorized by DEP.
- Restoration projects that have been or are expected to be authorized by DEP.

Provide a description in the corresponding text box to describe how the project either in its entirety or partially meets the allowable or allowed activity(ies), including the authorization by DEP for the last three activities.

If the project, in its entirety, meets one or more of the allowable or allowed activities, the applicant can click the save button at the bottom of the module and run a completeness check and then click continue to proceed to the next module. If the project partially meets one or more of the allowable or allowed activities, the applicant must complete the remaining applicable portions of the Riparian Buffer module based upon the portion of the project that does not meet an allowable or allowed activities.

## Chapter 102 ePermit User Guide

### Riparian Buffer or Riparian Forest Buffer Information

**Riparian Buffer or Riparian Forest Buffer Information**

1. Will earth disturbance activities occur within 150-ft. of a perennial or intermittent river, stream, or creek, or lake, pond, or reservoir with a designated use of High Quality (HQ) or Exceptional Value (EV)?\*  Yes  No

Identify the option selected by the applicant to meet the requirements of 25 Pa. Code § 102.14 (a) (1) or Act 162 of 2014:

A 150 -foot (min) riparian buffer or riparian forest will be implemented

An equivalency demonstration will be conducted

2. Will the project site exist within 150 feet of perennial or intermittent stream, creek, lake, pond, or reservoir with a designated use of High Quality Waters (HQ) or Exceptional Value Waters (EV) where the use is not being attained (i.e., water is impaired)?\*  Yes  No

3. Identify the species that will be planted or indicate the location on the plan sheet or name of the attachment where this information is located\*.

4. Average minimum widths:

Zone 1\*:  ft.

Zone 2\*:  ft.

- Earth Disturbance within Buffer.** Select the Yes button if there is an earth disturbance activity within 150 feet of a perennial or intermittent river, stream, creek, lake, pond, or reservoir with a designated use of HQ or EV. If the answer is Yes, check the appropriate box to indicate whether a) a 150-foot minimum riparian buffer or riparian forest buffer will be implemented (maintained, converted, or established), or b) an equivalency demonstration will be conducted (one box must be selected).

If the 150-foot buffer is selected, complete all remaining questions (2 through 7) in this section, and proceed to the next module.

If the equivalency demonstration box is selected, complete question 2 in this section, and proceed to the Equivalency Demonstration section of the Module. The equivalency demonstration is for a riparian buffer unless stated otherwise in question #2.

If the answer is No, proceed to question #2.

- Project Site within Buffer.** Select the Yes button if the project site will be within 150 feet of a perennial or intermittent river, stream, creek, lake, pond, or reservoir with a designated use of HQ or EV and the use is not being attained (i.e., the water is impaired).

If the answer is Yes, check the appropriate box to indicate whether a) a 150-foot minimum riparian forest buffer will be implemented (maintained, converted, or established), or b) an equivalency demonstration will be conducted (one box must be selected).

If a 150-foot buffer is selected, complete all remaining questions (3 through 7) in this section, and proceed to the next module.

If the equivalency demonstration) box is selected, proceed to the Equivalency Demonstration section of the Module. The equivalency demonstration is for a riparian forest buffer.

If the answer is No, proceed to the next module.



## Chapter 102 ePermit User Guide

- Species.** Identify the species of vegetation that will be planted in order to implement the riparian buffer or riparian forest buffer in the text box (or identify a plan sheet or attachment with this information). A planting plan must be attached as part of the PCSM Plan.
- Buffer Widths.** Identify the average minimum widths, in feet, of Zones 1 and 2 in the text box provided.

5. Buffer linear length\*:  ft.

6. A riparian forest buffer management plan has been included in the PCSM Plan for the project\*.

7. The buffer will be protected in perpetuity by\*:

Deed restriction

Conservation easement

Other

Riparian Buffer Attachments (0)

Date Added	Document Name	Document Type	Description	Edit	Delete	Download
There are no items to display						

[Upload New Attachment](#)

- Buffer Length.** Identify the linear length, in feet, of the implemented riparian buffer or riparian forest buffer in the text box provided.
- Management Plan.** If a riparian forest buffer will be implemented a riparian forest buffer management plan must be part of the PCSM Plan, in accordance with 25 Pa. Code § 102.14(b)(4). Check the appropriate box if the management plan has been included in the PCSM Plan.
- Protection.** A riparian buffer or riparian forest buffer must be protected in perpetuity in accordance with 25 Pa. Code § 102.14(g). Identify how the riparian buffer/riparian forest buffer will be protected by checking appropriate box. If Other is selected provide an explanation in the text box.

## Chapter 102 ePermit User Guide

**Riparian Buffer or Riparian Forest Buffer Information**

1. Will earth disturbance activities occur within 150-ft. of a perennial or intermittent river, stream, or creek, or lake, pond, or reservoir with a designated use of High Quality (HQ) or Exceptional Value (EV)?\*  Yes  No

Identify the option selected by the applicant to meet the requirements of 25 Pa. Code § 102.14 (a) (1) or Act 162 of 2014:

A 150 -foot (min) riparian buffer or riparian forest will be implemented

An equivalency demonstration will be conducted

2. Will the project site exist within 150 feet of perennial or intermittent stream, creek, lake, pond, or reservoir with a designated use of High Quality Waters (HQ) or Exceptional Value Waters (EV) where the use is not being attained (i.e., water is impaired)?\*  Yes  No

**Equivalency Demonstration**

Worksheets 12 and 13 from DEP's Pennsylvania Stormwater BMP Manual (363-0300-002) and Worksheets 14 and 15 from DEP's Riparian Buffer or Riparian Forest Buffer Equivalency Demonstration (310-2135-002) have been completed and are attached to demonstrate that proposed PCSM BMPs will provide equivalent or better pollutant load reductions as a riparian buffer or riparian forest buffer.\*

The checklist for Functional Equivalency of Riparian Buffers and Riparian Forest Buffers as contained in DEP's Riparian Buffer or Riparian Forest Buffer Equivalency Demonstration (310-2135-002) is attached.\*

Will there be any earth disturbance from within 100 feet of surface water (as defined in 25 Pa. Code § 102.1) ?\*  Yes  No

### Equivalency Demonstration

Check the box to certify that Worksheets 12 and 13 from DEP's Pennsylvania Stormwater BMP Manual and Worksheets 14 and 15 from DEP's Riparian Buffer or Riparian Forest Buffer Equivalency Demonstration (Document ID No. 310-2135-002) are attached to this Module, as applicable.

Check the box to identify that the Checklist for Functional Equivalency of Riparian Buffers and Riparian Forest Buffers as contained in DEP's Riparian Buffer or Riparian Forest Buffer Equivalency Demonstration (Document ID No. 310-2135-002) is attached to this Module, as applicable.

Indicate whether there will be any earth disturbance within 100 feet of a surface water (including wetlands) as applicable. If the answer is Yes, the applicant must complete the Offset Information section of this Module. If the answer is No, the applicant can proceed to the next module.

## Chapter 102 ePermit User Guide

### Riparian Forest Buffer Offset Information

The checklist for Functional Equivalency of Riparian Buffers and Riparian Forest Buffers as contained in DEP's Riparian Buffer or Riparian Forest Buffer Equivalency Demonstration (310-2135-002) is attached.\*

Will there be any earth disturbance from within 100 feet of surface water (as defined in 25 Pa. Code § 102.1) ?\*  Yes  No

**Riparian Forest Buffer Offset Information**

1. Area that must be offset (show on PCSM Plan Drawing)\*:  (Acres)

2. Proposed offset area (show on PCSM Plan Drawing)\*:  (Acres)

3. Ch. 93 Drainage List of Project Site Waters\*:

4. Ch. 93 Drainage List of Offset Site Waters\*:

Name of Offset Site Waters\*:

5. Offset Property Owner Name and Address\*:

Authorization to implement a new riparian forest buffer at the offset site has been provided and is attached.\*

A plan showing the location of the offset site and the buffer extent and an implementation plan are attached.\*

1. **Area of Offset.** Specify the area, in acres, of earth disturbance within 150 feet of a perennial or intermittent river, stream, creek, lake, pond, or reservoir must be offset at a ratio of 1:1. This area must be identified on a PCSM Plan Drawing.
2. **Proposed Offset.** Identify the proposed area for the offset area, in acres. This area must be identified on a PCSM Plan Drawing.
3. **Ch. 93 Drainage List – Project Site.** List the Chapter 93 Drainage List (A through Z) where the perennial or intermittent river, stream, creek, lake, pond, or reservoir with a designated use of HQ or EV and the project site is located.
4. **Ch. 93 Drainage List – Offset Site.** List the Chapter 93 Drainage List (A through Z) where the offset buffer will be established. Note that under Act 162, offset sites must be in the same drainage list and as close as possible to the project site.
5. **Offset Property Owner.** In the space provided identify the property owner(s) where the offset riparian forest buffer will be located.

Check the appropriate box to identify that the authorization to implement the offset riparian forest buffer has been provided by the property owner(s) has been attached to this Module.

Check the appropriate box to indicate that a plan drawing showing the location and extent of the riparian forest buffer and an implementation plan are attached to this Module.

## Chapter 102 ePermit User Guide

6. Identify the species that will be planted or indicate the location on the plan sheet or name of the attachment where this information is located\*.

7. Average minimum widths:

Zone 1\*:  ft.

Zone 2\*:  ft.

8. Buffer linear length\*:  ft.

9. A riparian forest buffer management plan has been included in the PCSM Plan for the project\*

10. The buffer will be protected in perpetuity by\*:

Deed restriction

Conservation easement

Other

Describe\*

Riparian Buffer Attachments (8)
Download All ▼

6. **Species.** Identify the species of vegetation that will be planted to implement the riparian buffer or riparian forest buffer in the text box provided. A planting plan must be attached as part of the PCSM Plan.
7. **Buffer Widths.** Identify the average minimum widths, in feet, of Zones 1 and 2 in the text box provided.
8. **Buffer Length.** Identify the linear length, in feet, of the implemented riparian buffer or riparian forest buffer in the text box provided.
9. **Management Plan.** If a riparian forest buffer will be implemented a riparian forest buffer management plan must be part of the PCSM Plan, in accordance with 25 Pa. Code § 102.14(b)(4). Check the box if the management plan has been included in the PCSM Plan.
10. **Protection.** A riparian buffer or riparian forest buffer must be protected in perpetuity in accordance with 25 Pa. Code § 102.14(g). Identify how the riparian buffer/riparian forest buffer will be protected by checking appropriate box. If Other is selected provide an explanation in the text box.

### Attachments

Riparian Buffer Attachments						<a href="#" style="color: white;">Download All</a>
Date Added	Document Name	Document Type	Description	Edit	Delete	Download
<a href="#" style="color: #0070c0; text-decoration: underline;">Upload Additional Document</a>						

Depending upon the answers to the above riparian buffer questions, additional attachments may be required and will be provided by a prompt in the system according to what is required (i.e., see the options in the table below)

## Chapter 102 ePermit User Guide

Riparian Buffer Attachments (8)				Download All		
Date Added	Document Name	Document Type	Description	Edit	Delete	Download
04/09/2021 10:16:48 AM			Authorization to Implement a New Riparian Forest Buffer at an Offset Site			
04/09/2021 10:16:08 AM			Checklist for Functional Equivalency of Riparian Buffers and Riparian Forest Buffers OR Riparian Forest Buffer Equivalency Demonstration (310-2135-002)			
04/09/2021 10:15:36 AM			Worksheet 15			
04/09/2021 10:15:14 AM			Worksheet 14			
04/09/2021 10:14:47 AM			Worksheet 13			
04/09/2021 10:14:02 AM			Worksheet 12			
04/09/2021 10:13:38 AM	buffer	Riparian Forest Buffer Management Plan	plan			
04/09/2021 10:05:47 AM	buffer plan	Riparian Forest Buffer Implementation Plan for Offset Site	drawings			

Upload New Attachment

**NOTE** – If multiple surface waters with associated riparian buffers are present on a project site, additional Riparian Buffer Modules must be completed, one for each riparian buffer. Since only one Riparian Buffer Module can be completed in the ePermit System, the applicant must complete **DEP’s Riparian Buffer Module 4 (3800-PM-BCW0406d)** and upload it as an attachment to the Riparian Buffer Module in the ePermit System.

You may save your work by clicking the Save button. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an NOI/Application from being submitted. To go back to the ePermit Authorization Overview screen click the Back button.

### E&S PERMIT

The Riparian Buffer Module becomes a required module for the E&S Permit when a Riparian Buffer is identified in the Project Information module. A “Yes” response, as shown below, will enable the Riparian Buffer Module in the E&S Permit.

Have existing and/or proposed Riparian Forest Buffers been identified?\*  Yes  N/A

**Riparian Forest Buffers must be shown on the plan.**

The eligibility for waivers is unique to the E&S Permit and will determine what module details and information will be required.

### Waivers

Select the “Yes” button if the project is eligible for any of the following waivers as shown below.

## Chapter 102 ePermit User Guide

Riparian Buffer

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**Waiver Information**

Does the project qualify for one of the following waivers under 25 Pa. Code § 102.14(d)(2)?\*  Yes  No

The project is necessary to abate a substantial threat to public health or safety.

The project is a linear project including pipelines, public roadways, rail lines or utility lines.

The project is an abandoned mine reclamation activity that will be conducted under a DEP authorization or permit.

The project is a redevelopment project which may include brownfields or use of other vacant land and property within a developed area for further construction or development.

Compliance with 25 Pa. Code § § 102.14(a) or (b) is not appropriate or feasible due to site characteristics or existing structures at the project site.

An alternatives analysis is attached.\*

Existing riparian buffers will be preserved to the extent practicable.\*

Does the waiver apply to the entire riparian buffer area within the project?\*  Yes  No

---

**Riparian Buffer Attachments (0)**

Date Added	Document Name	Document Type	Description	Edit	Delete	Download
There are no items to display						

[Upload New Attachment](#)

The next checkbox is a reminder that even with a waiver, an alternatives analysis will be required and must be attached to this module.

Click the box for “Existing riparian buffers will be preserved to the extent possible” to confirm compliance with this requirement.

If the waiver applies to the entire project site, select “Yes” for the question, “Does the waiver apply to the entire riparian buffer area within the project?” and proceed to save and complete a completeness check. The completeness check will verify that an Alternatives Analysis has been uploaded.

If either 1) the project does not qualify for a waiver, or 2) a waiver does apply to the project but not to the entire riparian buffer area within the project, the “Riparian Buffer or Riparian Forest Buffer Information” must be completed unless the project is eligible for an exception or is an allowable activity.

**NOTE –** In order to request an exception or claim an allowable activity for an E&S Permit in the Chapter 102 ePermit System, select “Yes” to the first waiver question on the module and select the “Compliance with 25 Pa. Code § § 102.14(a) or (b) is not appropriate or feasible due to site characteristics or existing structures at the project site” box. Attach justification for the exemption or allowable activity. This process may change in future releases of the ePermit System.

If the project, in its entirety, meets one or more of the waivers, exceptions, or allowable activities, the applicant can click the save button at the bottom of the module and run a completeness check and then click continue to proceed to the next module.

If the project only partially meets one or more of the waivers, exceptions, or allowable activities, the applicant must complete the remaining applicable portions of the Riparian Buffer module based upon the portion of the project that does not meet these criteria. Complete the remainder of the module as explained in the section for “INDIVIDUAL NPDES PERMIT APPLICATION”, above.

### POST-CONSTRUCTION STORMWATER MANAGEMENT / SITE RESTORATION MODULE

The PAG-02 NOI, Individual NPDES Permit Application, and E&S Permit Application share the Post-Construction Stormwater Management/Site Restoration (PCSM/SR) Module.

Completion of the PCSM/SR Module constitutes a PCSM Plan required by 25 Pa. Code § 102.8(f) for PAG-02 coverage when accompanied by PCSM Plan Drawings and supporting calculations.

**NOTE** – Certain information required by 25 Pa. Code § 102.8(f) is intentionally left out of the PCSM/SR Module because the same information is required by the E&S Module. For these instances DEP has approved the E&S and PCSM Plans to be combined, in accordance with 25 Pa. Code §§ 102.4(b)(5)(xiv) and 102.8(d).

#### PCSM Plan Information:

**PCSM BMPs.** Report all structural and non-structural PCSM BMPs by selecting the “Add BMP” link. The user should enter all PCSM BMPs during this step as later on in this module there are questions concerning BMPs in series that will require all available BMPs to select from.



**BMP ID Number.** The BMP ID Number is unique three-digit number as entered by the user. Once a BMP ID Number is entered it cannot be changed. The BMP ID numbering should begin with 001. These BMP IDs numbers need to be identified on PCSM Plan Drawings.

**BMP Type.** From the drop-down list provided identify the type of BMP as contained within the BMP Manual. If “Other” is selected provide a description of the BMP Type in the space provided.

**Latitude / Longitude.** Report the latitude and longitude coordinates at the center of the BMP in decimal degrees with five digits to the right of the decimal place. The coordinates must be within Pennsylvania.

**Drainage Area Treated.** List the drainage area, in acres, treated by the BMP. This number must be positive.

**NOTE** – For the purpose of the NOI/Application, this drainage area should be the entire drainage area treated by the BMP. DEP’s PCSM Spreadsheet is different in that only the drainage area that is within the disturbed area should be reported (on the Volume Worksheet).

**Deviation from BMP Manual.** Identify if the design of the PCSM BMP deviates from the recommendations in the BMP Manual. If “Yes,” describe the deviation(s) from the BMP Manual and provide a demonstration for the alternative BMP as required under 25 Pa. Code § 102.11(b).

**NOTE** – If additional information (e.g., calculations) for the alternative BMP design standard is necessary, it may be uploaded to the grid detail page as described below.

**Associated Discharge Point ID.** Identify all post-construction Discharge Point ID Numbers that are associated with the BMP. Discharge Point ID Numbers are created in the Stormwater Discharges section of the Project Information Module. In general, only one Discharge Point ID Number should be associated to a BMP. For example, if BMP No. 001 is in series with BMP Nos. 002 and 003, and BMP No. 003 discharges to Discharge Point No. 001, BMP No. 001 should be associated with Discharge Point No. 001.

**BMP in a Series.** Identify if the BMP contributes to another BMP. If “Yes”, identify the BMP ID Number of the BMP that is immediate downstream. If “No,” nothing else needs to be provided. Be sure to create the BMP that is referenced in this field before submitting the NOI/Application.

**Infiltration BMP.** Identify if the PCSM BMP is designed as an infiltration BMP. If “Yes,” provide the additional follow-up information. If the PCSM BMP is not designed as an infiltration BMP, answer this question “No.”

**Number of Tests.** Enter the number of infiltration tests completed for the identified BMP. In general, the number of tests completed should be consistent with Appendix C of the BMP Manual or other published and defensible methods.

**Test Method(s).** Report the method used to determine the infiltration rate. In general, the method and location(s) of infiltration testing should be consistent with Appendix C of the BMP Manual or other published and defensible methods.

**Test Pit Identifiers.** Identify all test pits completed for the BMP (e.g., TP-1, TP-2). These identifiers should correspond with test pits identified on PCSM Plan Drawings.

**Average (Avg.) Infiltration Rate.** Report the average infiltration rate determined through infiltration testing for the BMP, in inches per hour (in/hr).


**Factor of Safety (FOS).** Specify the factor of safety used when translating the average infiltration rate to the rate used in the design of the BMP (e.g., 2:1).

**Design Infiltration Rate.** Report, in inches per hour (in/hr), the design infiltration rate used for the design of the BMP and incorporating the factor of safety.

**Separation Distance Between BMP and Bedrock.** An experienced professional should be on-site during completion of test pits or soil borings to determine the depth, in feet, to bedrock. The depth to bedrock should be measured from the proposed bottom bed elevation of the BMP to the uppermost elevation where bedrock is encountered. If the depth to bedrock varies below the BMP, report the elevation corresponding to the minimum depth to bedrock.

**Separation Distance Between BMP and Seasonal High-Water Table.** To determine the separation distance from the bottom bed elevation of the BMP and the seasonal high-water table, DEP expects that applicants will employ the services of an experienced professional to evaluate subsurface conditions through test pits or other procedures. In general, the depth to the seasonal high-water table should be determined by identifying the depth of the shallowest observed redoximorphic feature encountered: 1) directly above the observed water table, or 2) directly above the gleyed horizon. A gleyed horizon is a soil horizon with a reduced matrix color less than or equal to two chroma, although soils with lithic chroma colors of two chroma or less are not considered gleyed. If redoximorphic features are encountered but are not indicative of a seasonal high-water table, the attached test results should identify this as such, including what caused the redoximorphic features to form.


**Comments.** The PCSM Plan developer may provide any additional information related to the infiltration information provided.

If there are any other attachments to upload to this grid detail page, select the  [Upload New Attachment](#) "Upload New Attachment" link.

You may save your work by clicking the Save button. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an NOI/Application from being submitted. To go back to the PCSM/SR Module click the Back button.

**Undetained Area.** If there are undetained areas (i.e., areas in which stormwater will not be treated by a BMP), list the total area in acres of the undetained areas within the project site. This value is not limited to a specific number of decimal places. If there is no undetained area, enter "0".

**Stormwater Analysis.** If the project does not meet the criteria of a site restoration project across the entire project site (as answered in the Project Information Module), a stormwater analysis will be required.




**Stormwater Analysis – Runoff Volume.** A Stormwater Analysis must be performed that addresses each discharge point. DEP allows applicants to complete the analysis on a surface water basis (i.e., all 



## Chapter 102 ePermit User Guide

discharge points to a single surface water may be considered collectively). To add an analysis, select the “Add” link.

### Stormwater Analysis-Runoff Volume\*

Surface Water	Discharge Point	Properly Managed?	Status	Edit	Delete
Muddy Stream	001	Yes			

**NOTE** – Following completion, the number of analyses (rows) displayed in the table should correspond with the number of receiving waters (if analyses are done on a surface water basis) or the number of discharge points (if not done on a surface water basis).

**Surface Water Name.** Identify the name of the surface water receiving stormwater discharges. This surface water should have been reported previously through the Project Information Module, Stormwater Discharges section.

**Discharge Points.** Identify all post-construction Discharge Point ID Numbers that are associated with the BMP. Discharge Points are created in the Stormwater Discharges section of the Project Information Module.

**Design Standard.** Identify the design standard for the PCSM Plan with respect to volume management. Only one box may be checked.

**Act 167.** Check the box if the applicant is using a design standard for volume management that is contained in an Act 167 Plan approved by DEP within the past five years. In general, DEP or CCD will only accept design standards based on Act 167 Plans when those plans have been approved by DEP within the past five years (this does not include municipal ordinances enacted under Act 167 Plans).

**Manage Net Change.** Check the box if the applicant is using the net change in the 2-year/24-hour storm, comparing post-construction conditions to pre-construction conditions, as the volume management design standard.

**Alternative.** Check the box if the applicant is using a volume management design standard that differs from an Act 167 Plan and the net change in the 2-year/24-hour storm. While use of alternative design standards is authorized by 25 Pa. Code § 102.8(g)(2)(iv), please be advised that ePermit NOIs/Applications using an alternative design standard may require additional review by DEP or CCD. In the space provided identify the alternative design standard and provide the demonstration for the alternative design standard.

**NOTE** – If additional information (e.g., calculations) for the alternative design standard is necessary, it may be uploaded to the grid detail page as described below.

**DEP Spreadsheet - Volume Worksheet.** Identify if a printout of DEP’s Spreadsheet - Volume Worksheet has been uploaded. If “Yes”, nothing else is required after DEP’s Spreadsheet - Volume Worksheet has been uploaded. If “No”, enter the follow-up information.

**2-Year/24-Hour Storm Event.** Enter the total precipitation associated with the 2-year/24-hour storm event for the project site location, in inches. Attach the source for the precipitation amount reported in question #5. [NOAA Atlas 14](#) values are preferred, but other sources may be used. This value must be numeric.

**Pre-Construction Volume.** Calculate and report the total stormwater runoff volume, in cubic feet (CF), for the disturbed area under pre-construction conditions. Attach calculations supporting the reported value. This must be a whole number.

**NOTE** – If the applicant chooses not to use the PCSM Spreadsheet, the applicant may complete and submit calculations in an alternative format.

**Post-Construction Volume.** Calculate and report the total stormwater runoff volume, in CF, for the disturbed area under post-construction conditions (i.e., the runoff volume before PCSM BMPs are implemented). Attach calculations supporting the reported value. This must be a whole number.

**Net Change.** The difference, in CF, between Post-Construction Volume and Pre-Construction Volume, is automatically calculated.

**Structural PCSM BMPs.** Report the following information for structural BMPs that will treat post-construction stormwater. [Add Structural BMP for Volume](#)  
Attach calculations supporting the information reported in the table. Note that BMPs that are “self-crediting” including Riparian Buffer, Landscape Restoration, and Vegetated Roof should not be used in this table since credit should already be received through selection of appropriate land covers in the calculation of post-construction runoff volume. To add a BMP, select the “Add Structural BMP for Volume” link.

**BMP ID.** Select the BMP ID Number from the drop-down list, which is populated from the information reported in the PCSM Plan Information section.

**DP No.** Based upon the information provided in the PCSM Plan Information section, the Discharge Point Number(s) will be automatically filled out and cannot be changed. If there is a discrepancy between the Discharge Point Number and the BMP ID, return to the PCSM Plan Information section to make the revision.

**Series.** BMPs that are in series should be entered in the same order they will be configured in the field. For example, a vegetated swale that is followed by a rain garden should be entered with the vegetated swale first and the rain garden second. When BMPs are in series, select the BMP ID Number that the BMP is in series with from the drop-down list provided, which is automatically filled from the PCSM Plan Information section. If a BMP is not in series, answer “No”. BMPs that are in series are separate and distinct BMPs, such as a vegetated swale followed by a rain garden. A BMP’s components cannot be broken down and treated as separate BMPs. For example, a rain garden that dewateres in more than 24 hours cannot be broken into soil amendments followed by a dry extended detention basin.

**Volume Routed to BMP (CF).** Calculate and report the volume routed to the BMP during the 2-year/24-hour storm event, in cubic feet (CF). Include the area associated with the BMP as part of the volume calculation, as applicable. For example, the volume routed to an infiltration basin must include stormwater from the drainage area routed to the BMP along with direct precipitation on the infiltration basin. As another example, for a vegetated swale that reduces the runoff volume and then discharges to a rain garden, the volume routed to the rain garden would not include the volume reduced by the vegetated swale. Attach calculations supporting the reported value.

**Infiltration Area (SF).** Enter the infiltration area of the BMP in square feet (SF), if applicable. If the BMP is not designed as an infiltration BMP, enter zero.

**Infiltration Rate (in/hr).** Report the design infiltration rate or saturated hydraulic conductivity (Ksat) associated with the infiltration area, in inches per hour (in/hr) utilizing methods contained in Appendix C of the BMP Manual or other published and defensible methods. If the BMP is not designed as an infiltration BMP, enter zero. The design infiltration rate value entered should be the tested infiltration rate adjusted with factors of safety (and other additional factors) where appropriate.

**Infiltration Period (days).** Select the infiltration period, in days, for sitewide structural BMPs. DEP may accept infiltration periods up to 4 days (96 hours). However, 1) the maximum ponding depth for infiltration and bioretention BMPs may not exceed 2 feet at the 2-year/24-hour storm event, and 2) local ordinance requirements must be met, where applicable. Many local ordinances require infiltration periods no greater than 3 days (72 hours). If the BMP is not designed as an infiltration BMP, enter zero.

**Vegetated?** Answer the question “Yes” if the structural BMP will be “vegetated.” A vegetated PCSM BMP is a permanent BMP where vegetation is a dominant or significant component within the storage area. Vegetation must include species other than lawn/turf grasses. Grasses may be used, but may not be the only species planted.

**Media Depth (ft).** Enter the design depth of media used for the BMP, in feet (e.g., 1.5 feet of planting soil for a rain garden or 2 feet of stone for an infiltration trench). This does not apply to certain BMPs. If an underdrain is used, report the depth from the bottom of the media to the invert of the underdrain.

**Storage Volume (CF).** Enter the design storage volume for the BMP in cubic feet (CF) at the 2-year, 24-hour storm event. For storage within media, utilize an appropriate void space percentage for the chosen media (e.g., typically 30-40%). Note that storage volume is not a credit because it does not represent volume reduction; when storage volume infiltrates, evaporates, transpires, is released or otherwise is reused, storage volume converts to credit. Attach calculations supporting the reported value.

**Infiltration Credit (CF).** Report the infiltration credit for the BMP. The approved calculation for infiltration credit is identified in DEP’s PCSM Spreadsheet and instructions. Alternative methods for calculating this credit may be proposed but may require additional review by DEP or CCD. Attach calculations supporting the reported value.

**ET Credit (CF).** Report the evapotranspiration (ET) credit for the BMP. The approved calculation for ET credit is identified in DEP’s PCSM Spreadsheet and instructions. Alternative methods for calculating this credit may be proposed but may require additional review by DEP or CCD. Attach calculations supporting the reported value.

**NOTE** – The sum of the Infiltration Credit and the ET Credit cannot exceed the Storage Volume. If there are any additional attachments to upload to this Module, select the “Upload New Attachment” link.

You may save your work by clicking the Save button. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an NOI /Application from being submitted. To go back to the Stormwater Analysis – Runoff Volume details page click the Back button.

**Total Infiltration & ET Credits (CF).** The infiltration and ET credits for all BMPs will be automatically calculated based upon the Infiltration and ET Credits enter for all of the structural BMPs. This value is read only and cannot be changed.

**Non-Structural BMP Volume Credits (CF).** Identify if non-structural BMP volume credits are proposed. If “Yes”, identify the non-structural BMP volume credits in CF and attach a detailed description of the non-structural BMPs and calculations warranting the credit as described below. If there are no non-structural BMP volume credits, answer “No.”

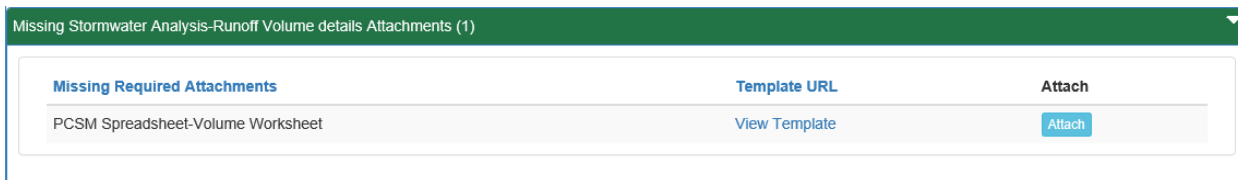
**Managed Release Credits (CF).** Indicate whether any volume will be managed through a Managed Release Concept (MRC) alternative BMP. If “Yes”, the applicant must; 1) identify the managed release credits in CF, 2) attach the MRC Design Summary Sheet as described below, and 3) attach a detailed explanation of the design as described below. This value should correspond to the value entered for “2-Yr/24-Hr Volume Managed (cf)” on the MRC Design Summary Sheet. If an MRC BMP is not being utilized, answer “No.”

**Volume Required to Reduce/Manage (CF).** The Volume Required to Reduce/Manage is the Net Change volume reported above. This is read only and cannot be changed.

**Total Credits.** The Total Credits is the sum for Total Infiltration & ET Credits, Non-Structural BMP Volume Credits, and Managed Release Credits. This is read only and cannot be changed. If this value meets or exceeds the Volume Required to Reduce/Manage the stormwater analysis for runoff volume has been satisfied and the ePermit NOI/Application can be submitted. **If this value does not meet or exceed the**

**Volume Required to Reduce/Manage the stormwater analysis for runoff volume has not been satisfied and the ePermit NOI/Application cannot be submitted.**

If the DEP Spreadsheet - Volume Worksheet will be provided it should be uploaded in the Missing Required Attachments section by selecting the “Attach” button.



If there are any additional attachments to upload to this Module, select [Upload New Attachment](#) the “Upload New Attachment” link.

You may save your work by clicking the Save button. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an NOI/Application from being submitted. To go back to the PCSM/SR Module click the Back button.

**Stormwater Analysis – Peak Rate.** A Stormwater Analysis must be performed that addresses each discharge point. DEP allows applicants to complete the analysis on a surface water basis (i.e., all discharge points to a single surface water may be considered collectively). To add an analysis, select the “Add” link.

**Stormwater Analysis-Peak Rate\***

Surface Water	Discharge Point	Status	Edit	Delete
Muddy Stream	001			

[Add](#)

**NOTE** – Following completion, the number of analyses (rows) displayed in the table should correspond with the number of receiving waters (if analyses are done on a surface water basis) or the number of discharge points (if not done on a surface water basis).

**Surface Water Name.** Identify the name of the surface water receiving stormwater discharges. This surface water should have been reported previously through the Project Information Module, Stormwater Discharges section.

**Discharge Points.** Identify all post-construction Discharge Point ID Numbers that are associated with the BMP. Discharge Points are created in the Stormwater Discharges section of the Project Information Module.

**Design Standard.** Identify the design standard for the PCSM Plan with respect to peak rate management. Only one box may be checked.

**Act 167.** Check the box if the applicant is using a design standard for peak rate management that is contained in an Act 167 Plan approved by DEP within the past five years. In general, DEP or CCD will only accept design standards based on Act 167 Plans when those plans have been approved by DEP within the past five years (this does not include municipal ordinances enacted under Act 167 Plans). Identify the name of the Act 167 Plan in the space provided.

**Manage Net Change.** Check the box if the applicant is using the net change in the 2-, 10-, 50-, and 100-year/24-hour storms, comparing post-construction conditions to pre-construction conditions, as the peak rate management design standard.

**Alternative.** Check the box if the applicant is using a peak rate management design standard that differs from an Act 167 Plan and the net change in the design storms. While use of alternative design standards is authorized by 25 Pa. Code § 102.8(g)(3)(iii), please be advised that ePermit NOIs/Applications using an alternative design standard may require additional review by DEP or CCD. In the space provided identify the alternative design standard and provide the demonstration for the alternative design standard.

**NOTE** – If additional information (e.g., calculations) for the alternative design standard is necessary, it may be uploaded to the grid detail page as described below.

**NOTE** – Applicants of projects meeting the Small Site/Small Impervious Area Exception for Peak Rate Mitigation Calculations (Worksheet 6 in Chapter 8 of the BMP Manual) may identify the exception as an alternative but must also attach Worksheet 6 or DEP’s PCSM Spreadsheet demonstrating that the exception has been met to this Stormwater Analysis - Peak Rate details page. Even if an exception applies, a rate analysis and implementation of BMPs for rate control may be required under local ordinances.

**DEP Spreadsheet - Rate Worksheet.** Identify if a printout of DEP’s Spreadsheet - Rate Worksheet has been uploaded. If “Yes”, upload DEP’s Spreadsheet - Rate Worksheet. If “No”, enter the follow-up information.





If an applicant is required to complete this section and the Rate Worksheet is not attached, or if the Rate Worksheet reports a summary of peak rates only, the applicant must submit supporting calculations as an attachment and must complete the remainder of this section.

**Precipitation Amounts.** Enter the source of the precipitation amounts. In addition, enter the total precipitation associated with the 2-, 10-, 50-, and 100-year/24-hour storms for the project site location. NOAA Atlas 14 values are preferred, but other sources may be used.

**NOTE** – If there are design storm events other than the 2-, 10-, 50, and 100-year/24-hour storms, that precipitation amount must be identified in the attached supporting calculations or as a separate attachment.

**Peak Discharge Rates.** For each design storm report the peak discharge rates, in cubic feet per second (cfs), for pre-construction, post-construction conditions without BMPs, and the post-construction conditions with BMPs. The ePermit System will automatically calculate the Difference without BMPs and the Difference with BMPs. Report total rates for each storm event, summed for all flow patterns.

**NOTE** – When the Design Standard is Manage Net Change, the design storm summary table will be pre-populated with the 2-, 10-, 50-, and 100-year/24-hour storms. To enter the peak rates for each design storm, click the “Edit” button.

Design Storm	Pre-Construction Peak Rate (cfs)	Post-Construction Peak Rate (cfs) without BMPs	Difference (cfs) without BMPs	Post-Construction Peak Rate (cfs) with BMPs	Difference (cfs) with BMPs	Edit
2-Year/24-Hour						
10-Year/24-Hour						
50-Year/24-Hour						
100-Year/24-Hour						

**NOTE** – When the Design Standard is Act 167 or Alternative, the design storm summary table will be blank. To enter the design storms and their peak rates, click the “Add Peak Discharge Rate” link.

Design Storm	Pre-Construction Peak Rate (cfs)	Post-Construction Peak Rate (cfs) without BMPs	Difference (cfs) without BMPs	Post-Construction Peak Rate (cfs) with BMPs	Difference (cfs) with BMPs	Edit	Delete
There are no items to display							

[Add Peak Discharge Rate](#)

When finished entering the peak discharge rate information, click the Save button to save your information and return to the Stormwater Analysis-Peak Rate details page. If you have entered information and do not want to save your work, click the Cancel button to return to the Stormwater Analysis-Peak Rate details page.

**Rate Control BMPs.** Identify all BMPs used to mitigate peak rate differences between pre- and post-construction conditions. To add a BMP, select the “Add BMP to mitigate peak rate” link.

**BMP ID.** Select the BMP ID Number from the drop-down list, which is populated from the information reported in the PCSM Plan Information section.

**Inflow to BMP.** Report the calculated inflow rates (in cfs) to the BMP at each storm event.

**Outflow from BMP.** Report the calculated outflow rates (in cfs) from the BMP at each storm event.

You may save your work by clicking the Save button. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an NOI/Application from being submitted. To go back to the Stormwater Analysis - Peak Rate details page click the Back button.

When finished entering Stormwater Analysis - Peak Rate details, click the Save button to save your information and return to the PCSM/SR Module. If you have entered information and do not want to save your work, click the Cancel button to return to the PCSM/SR Module.

**Long-Term O&M.** Answer the question “Yes” if the long-term O&M requirements are provided on the PCSM Plan drawings and identify the location(s) in the plan drawings. If there are no PCSM BMPs that require long-term O&M, select “N/A”. If long-term O&M requirements are not provided in the PCSM Plan drawings answer “No”, add the long-term O&M for each BMP by selecting the “Add BMP O&M” link. [Add BMP O&M](#)

**BMP ID.** Select the BMP ID Number from the drop-down list, which is populated from the information reported in the PCSM Plan Information section.

**O&M Requirement.** Report the O&M requirements, including the repair, replacement, or other routine maintenance needs, including the frequency of maintenance.

When finished entering the BMP O&M requirement, click the Save button to save your information and return to the PCSM/SR Module. If you have entered information and do not want to save your work, click the Cancel button to return to the PCSM/SR Module.

**Sequence and Critical Stages.** Describe the sequence of PCSM BMP implementation in relation to earth disturbance activities. Additionally, ensure that the critical stages of the PCSM BMP installation are identified and schedule of inspections for the critical stages is provided. If the sequence and critical stages are provided on the PCSM Plan drawings, then identify this in the space provided (including the location in the drawings).

**NOTE** – The PCSM sequence must include the installation and construction steps necessary to construct and implement each PCSM BMP.

**Plan Drawings Attached.** Check the box if plan drawings have been attached to the PCSM/SR Module. **Submission of PCSM Plan Drawings is required.**

## Chapter 102 ePermit User Guide

**Waste Management.** Check the box if recycling and proper disposal of materials associated with PCSM BMPs are addressed as part of long-term operation and maintenance of the PCSM BMPs.

**Sensitive Features.** Identify the presence of any naturally occurring soil conditions or geologic formations (e.g., karst) that may have the potential to cause pollution after earth disturbance activities are completed and the PCSM BMPs are operational and identify BMPs that will be implemented to avoid or minimize potential pollution caused by these features. If no such features are known, the applicant may report, “unknown” or “none”. These sensitive areas must also be identified on the PCSM Plan Drawings.

**Thermal Impacts.** Identify whether the potential exists for thermal impacts to surface waters from post-construction stormwater and, if such potential exists, identify BMPs that will be implemented to avoid, minimize, or mitigate potential thermal impacts.

**Consistency.** Check the box to indicate that the PCSM Plan has been planned, has been designed and will be implemented to be consistent with the E&S Plan.

**Pre-development Site Characterization.** Check the box to indicate that a pre-development site characterization has been performed, including appropriate infiltration and geotechnical studies. Attach soil test results, geotechnical study results, and appropriate narrative explanations of methods and study results to the PCSM/SR Module.

### PCSM Plan Developer

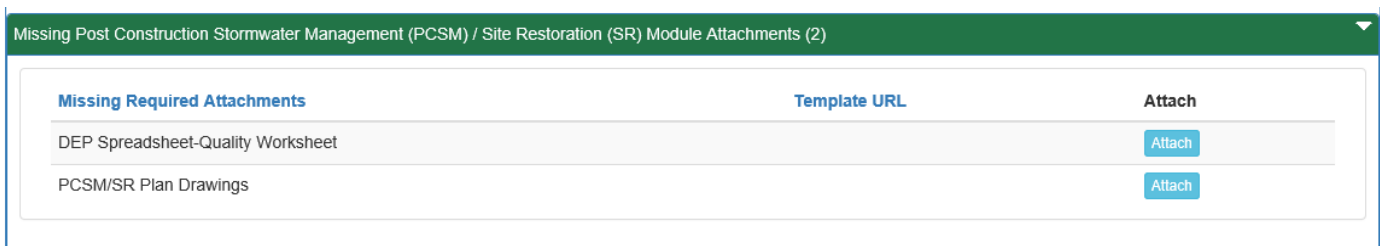
The developer of the PCSM Plan for the project must be identified.

Check the box to identify that the PCSM Plan developer is trained and experienced in PCSM methods. In that statement, “trained and experienced” also refers to the size and scope of the project. Enter the PCSM Plan developer’s information (all fields are required).

Answer the question to identify if the PCSM Plan developer is a licensed professional (i.e., professional engineer, landscape architect, geologist, or land surveyor licensed to practice in this Commonwealth). If “Yes”, enter the License Type (i.e., engineer, landscape architect, geologist and/or land surveyor), License No., and Expiration (“Exp.”) Date of the license.

### Attachments

At a minimum, the required upload for the PCSM/SR Module is the PCSM Plan Drawings and, unless the project meets the criteria of a site restoration project across the entire project site (as identified in the Project Information Module), the DEP PCSM Spreadsheet – Quality Worksheet. These should be uploaded in the Missing Required Attachments portion by selecting the “Attach” button.



The screenshot shows a table titled "Missing Post Construction Stormwater Management (PCSM) / Site Restoration (SR) Module Attachments (2)". The table has three columns: "Missing Required Attachments", "Template URL", and "Attach". There are two rows of data. The first row lists "DEP Spreadsheet-Quality Worksheet" with an "Attach" button. The second row lists "PCSM/SR Plan Drawings" with an "Attach" button.

Missing Required Attachments	Template URL	Attach
DEP Spreadsheet-Quality Worksheet		<a href="#">Attach</a>
PCSM/SR Plan Drawings		<a href="#">Attach</a>

If there are any additional attachments to upload to this Module, select the “Upload New Attachment” link.

You may save your work by clicking the Save button. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an NOI or Application from being submitted. To go back to the ePermit Authorization Overview screen click the Back button.

ANTIDegradation ANALYSIS MODULE

The Antidegradation Analysis module is an additional module that is required for an Individual NPDES Permit Application or E&S Permit Application when there will be any stormwater discharges during or following construction to surface waters with a designated or existing use of HQ or EV under 25 Pa. Code Chapter 93, including EV wetlands. This module must also be completed for Individual NPDES and E&S Permit Applications when there will be any stormwater discharges during or following construction to surface waters that are impaired for siltation, suspended solids, turbidity, water/flow variability, flow modification/alterations, or nutrients. Instructions for completing the Antidegradation Analysis module are presented herein.

**NOTE** – The Antidegradation Analysis module is enabled when a value of “HQ” or “EV” is reported for “Ch 93 Class” or when an impairment is identified for a surface water in the Project Information module (see below).

Discharge Point ID	Latitude	Longitude	Receiving Water	Ches. Bay?	Non-Surface Waters	Ch 93 Class	Impaired?	TMDL?	Status	Edit	Delete
There are no items to display											

Antidegradation – E&S Plan

**Non-Discharge Alternative.** Applicants must evaluate and include a non-discharge alternative in the E&S Plan, unless a demonstration is made that non-discharge alternatives are not environmentally sound and cost effective for the project site. A non-discharge alternative is an environmentally sound and cost effective BMP(s) that individually or collectively eliminate the net change in stormwater volume, rate and quality for storm events up to and including the 2-year/24-hour storm (net change) when compared to the stormwater rate, volume and quality prior to the earth disturbance activities to maintain and protect the existing quality of the receiving surface waters of this Commonwealth.

Anti-Degradation Analysis

ANTIDegradation - EROSION AND SEDIMENT CONTROL (E&S) PLAN

Will a Non-Discharge Alternative be utilized for the project that will either individually or collectively eliminate the net change in stormwater volume, rate, and quality for storm events up to and including the 2-year/24-hour storm during earth disturbance activities?  Yes  No

Identify the E&S BMP(s) that will be utilized to achieve the non-discharge alternative (at least one is required):\*

- Alternative Siting: Location
- Alternative Siting: Configuration
- Alternative Siting: Location of Discharge
- Limiting Extent & Duration of Disturbance
- Riparian Buffer (150 ft. min)
- Riparian Forest Buffer (150 ft. min)
- Limited Disturbed Area
- Other

Explain how the E&S BMP(s) will individually or collectively eliminate the net change in stormwater volume, rate, and quality for storm events up to and including the 2-year/24-hour storm during earth disturbance activities.\*



## Chapter 102 ePermit User Guide

Select the Yes button if a non-discharge alternative will be utilized during earth disturbance activities. If Yes is selected, check additional box(es) that identify the E&S BMP(s) that will be used to satisfy the non-discharge alternative. If a BMP is not listed check the box for “Other” and describe it in the provided text box.

In the larger text box provided, explain how the proposed E&S BMPs will achieve the non-discharge alternative by eliminating the net change during earth disturbance activities.

If a non-discharge alternative is utilized, the E&S Plan section of the Module is complete, and the applicant can proceed to the Antidegradation Post-Construction Stormwater Management (PCSM) Plan section of the Module.

If a non-discharge alternative will not be utilized, select No and explain, in the text box provided, why it was determined that a non-discharge alternative is not environmentally sound and cost effective for the project site. Then proceed to the Antidegradation Best Available Combination of Technologies (ABACT) portion of the E&S Plan section of the Module.

**ABACT (E&S Plan).** If a non-discharge alternative will not be utilized, the applicant must utilize ABACT E&S BMPs in the E&S Plan. Check the appropriate box(es) to identify the use of ABACT BMPs. ABACT BMPs are environmentally sound and cost effective treatment, land disposal, pollution prevention and stormwater reuse BMPs that individually or collectively manage the difference in the net change in stormwater volume, rate, and quality for storm events up to and including the 2-year/24-hour storm when compared to the stormwater rate, volume and quality prior to the earth disturbance activities to maintain and protect the exiting quality of the receiving surface waters of this Commonwealth.

ePermit Module Detail - Anti-Degradation Analysis

The screenshot shows a web form titled "Anti-Degradation Analysis" with a sub-section "ANTIDEGRADATION - EROSION AND SEDIMENT CONTROL (E&S) PLAN". The form contains the following elements:

- A question: "Will a Non-Discharge Alternative be utilized for the project that will either individually or collectively eliminate the net change in stormwater volume, rate, and quality for storm events up to and including the 2-year/24-hour storm during earth disturbance activities?" with radio buttons for "Yes" and "No". The "No" button is selected.
- A text box with the prompt: "Explain the rationale for non-selection, including why none of the alternatives are considered environmentally sound and cost-effective.\*"
- A checked checkbox: "Antidegradation Best Combination of Technologies (ABACT) BMP(s) will be utilized for the project that will either individually or collectively manage the net change in stormwater volume, rate, and quality for storm events up to and including the 2-year/24-hour storm during earth disturbance activities.\*"
- A prompt: "Identify the ABACT E&S BMP(s) that will be utilized (at least one is required to be checked)."
- Four unchecked checkboxes for specific BMPs:
  - Rock Construction Entrance with Wash Rack
  - Rock Construction Entrance with Street Sweeping
  - Wheel Wash
  - Pumped Water Filter Bag with Compost Sock Ring

Check all appropriate boxes to identify the BMP(s) that will be utilized to achieve ABACT. If a BMP is not listed but is identified on DEP’s list of reviewed alternative BMPs as approved, check the box for “Approved Alternative” and identify the BMP. If the proposed BMP is still not found in the Approved Alternative list, then select Other and describe it in the text box.

**NOTE** – If additional documents are required for the alternative BMP demonstration, those should be uploaded in the E&S Module as described on page 25 of these instructions.

In the larger text box provided, explain how the proposed E&S BMPs will achieve ABACT by managing the net change during earth disturbance activities.

## Chapter 102 ePermit User Guide

### Antidegradation – PCSM Plan

This portion of the module is similar to the Antidegradation – E&S Plan section.

ANTIDEGRADATION - POST-CONSTRUCTION STORMWATER MANAGEMENT (PCSM) PLAN

Will a Non-Discharge Alternative be utilized for the project that will either individually or collectively eliminate the net change in stormwater volume, rate, and quality for storm events up to and including the 2-year/24-hour storm after earth disturbance activities?  Yes  No

Identify the PCSM BMP(s) that will be utilized to achieve the non-discharge alternative (at least one is required):\*

- Alternative Siting: Location
- Alternative Siting: Configuration
- Alternative Siting: Location of Discharge
- Low Impact Development
- Riparian Buffer (150 ft. min)
- Riparian Forest Buffer (150 ft. min)
- Infiltration
- Water Reuse
- Other

Explain how the PCSM BMP(s) will individually or collectively eliminate the net change in stormwater volume, rate, and quality for storm events up to and including the 2-year/24-hour storm after earth disturbance activities.\*

**Non-Discharge Alternative.** Select the Yes button if a non-discharge alternative will be utilized after earth disturbance activities. If Yes is selected, check additional box(es) that identify the PCSM BMP(s) that will be used to satisfy the non-discharge alternative. If a BMP is not listed, check the box for “Other” and describe it in the provided text box.

In the larger text box provided, explain how the proposed PCSM BMPs will achieve the non-discharge alternative by eliminating the net change during earth disturbance activities.

If a non-discharge alternative is utilized, the PCSM Plan section of this Module is complete and the applicant can proceed to the Certification section of the Module.

If a non-discharge alternative will not be utilized, select No and explain in the large text box provided why it was determined that a non-discharge alternative is not environmentally sound and cost effective for the project site. Then proceed to the ABACT portion of the PCSM Plan section of the Module.

**ABACT (PCSM Plan).** If a non-discharge alternative will not be utilized, the applicant must utilize ABACT PCSM BMPs in the PCSM Plan. Check the appropriate box(es) to identify the use of ABACT BMPs.

## Chapter 102 ePermit User Guide

ANTIDEGRADATION - POST-CONSTRUCTION STORMWATER MANAGEMENT (PCSM) PLAN

Will a Non-Discharge Alternative be utilized for the project that will either individually or collectively eliminate the net change in stormwater volume, rate, and quality for storm events up to and including the 2-year/24-hour storm after earth disturbance activities?  Yes  No

Explain the rationale for non-selection, including why none of the alternatives are considered environmentally sound and cost-effective.\*

Antidegradation Best Combination of Technologies (ABACT) has been selected for the project that will either individually or collectively manage the net change in stormwater volume, rate, and quality for storm events up to and including the 2-year/24-hour storm after earth disturbance activities.\*

Identify the ABACT PCSM BMP(s) that will be utilized (at least one is required to be checked).

- Rain Garden (with Infiltration)
- Disconnection of Impervious / Roof Area
- Rain Garden (without Infiltration)
- Pervious Pavement with Infiltration Bed
- Constructed Filter

Check all appropriate boxes to identify the BMP(s) that will be utilized to achieve ABACT. If a BMP is not listed check the box for “Approved Alternative” and identify the BMP.

Approved Alternative

Managed Release Concept (MRC)

Other

Describe\*

Explain how the PCSM BMP(s) will individually or collectively manage the net change in stormwater volume, rate, and quality for storm events up to and including the 2-year/24-hour storm during the earth disturbance activities.\*

If the proposed BMP is not a Managed Release Concept (MRC) BMP, select “Other” and describe it in the smaller text box.

In the larger text box provided, explain how the proposed PCSM BMPs will achieve ABACT.

**NOTE** – If multiple surface waters with existing or designated uses of HQ or EV or multiple impaired surface waters will receive stormwater discharges from a project site, additional Antidegradation Modules must be completed, one for each surface water. Since only one Antidegradation Analysis Module can be completed in the ePermit System, the applicant must complete **DEP’s Antidegradation Analysis Module 3** ([3800-PM-BCW0406c](#)) and upload it as an attachment to the Antidegradation Analysis Module in the ePermit System.

**COMPLIANCE HISTORY AND CERTIFICATION MODULE**

The PAG-02 NOI, Individual NPDES Permit Application, and the E&S Permit Application share the Compliance History and Certification Module.

Compliance History

**eFACTS Violations.** The ePermit System will display all violations associated with the client (for any program) that have been recorded in the last five years in DEP’s eFACTS database. For violations that have not yet been resolved, the applicant must identify the steps that will be taken to achieve compliance and the date compliance is anticipated. If there are no recorded violations within the past five years the table should be blank.

**Other Violations.** Indicate whether the applicant(s) is or has, in the past five years, been in violation of any DEP regulation, permit, order, or schedule of compliance (other than those automatically reported above) at this or at any other facility or project site in Pennsylvania. If the answer is “No,” no further information is needed in this area. If the answer is “Yes,” click the “Add Violation Details: link and list each permit program, permit number, violation date, date the violation was resolved (if applicable), description of non-compliance, steps that will be taken to achieve compliance (if violation is not resolved), and the date compliance will be achieved (if violation is not resolved). When finished entering the Violation Details, click the Save button to save your information and return to the Compliance History and Certification Module. If you have entered information and do not want to save your work, click the Cancel button to return to the Compliance History and Certification Module.

[Add Violation Details](#)

Certification

The applicant(s) must certify that the information contained in the ePermit NOI/Application is true, accurate, and complete, and if applicable, the applicant(s) must agree to abide by the terms and conditions of the General Permit. The certification must be downloaded by clicking the “View template” link for the Applicant Certification. The certification must be signed/executed by the applicant(s) and then uploaded as the “Applicant Certification” attachment as shown below in the Missing Compliance History and Certification Attachments Section.

**Certification**

Upload the certification form executed by the applicant. The certification form can be found in the template URL below.\*  
 It is the responsibility of the ePermit users, EFA(s), and applicant preparing the NOI or application to ensure that the certification form is executed by an authorized individual in accordance with the instructions upon completion of the NOI/application in the ePermit system.

**Compliance History and Certification Attachments (0)**

Date Added	Document Name	Document Type	Description	Edit	Delete	Download
There are no items to display						

[Upload New Attachment](#)

**Missing Compliance History and Certification Attachments (1)**

Missing Required Attachments	Template URL	Attach
Applicant Certification	<a href="#">View Template</a>	<a href="#">Attach</a>

Save    Completeness Check    Back    [← Previous](#)    [Continue →](#)

The NOI or Application must be signed as follows:

- Corporations:

## Chapter 102 ePermit User Guide

- (1) A president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or
  - (2) The manager of one or more manufacturing, production or operating facilities if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
- Partnerships or sole proprietorships - a general partner or the proprietor, respectively.
  - Municipalities, State, Federal or other public agencies - either a principal executive officer or ranking elected official:
    - (1) The chief executive officer of the agency; or
    - (2) A senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., Regional Administrators of EPA).
  - For individuals, no indication of title is necessary.

If the person signing for the applicant is signing pursuant to a Power of Attorney or other legal delegation of contractual authority, documentation of such authority must be uploaded with this Module.

If there are any additional attachments to upload to this Module, select the "Upload New Attachment" link.

You may save your work by clicking the Save button. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an NOI or Application from being submitted. To go back to the ePermit Authorization Overview screen click the Back button.

### PROJECT/PERMIT COORDINATION MODULE

The PAG-02 NOI, Individual NPDES Permit Application, and E&S Permit Application share the Project/Permit Coordination Module.

The information in this Module is based upon DEP's General Information Form (GIF) and the instructions to complete this Module can be found in DEP's eLibrary at:

<http://www.depgreenport.state.pa.us/elibrary/GetFolder?FolderID=4743>.

If there are any attachments to upload to this Module, select the "Upload New Attachment" link.

You may save your work by clicking the Save button. A Completeness Check should be executed by selecting that button, and the ePermit System will identify any issues that would prevent an NOI or Application from being submitted. To go back to the ePermit Authorization Overview screen click the Back button.

### APPLICATION FEES

The required fee for submission of the ePermit NOI/Application is identified in this section.

If the Completeness Review will be performed by a delegated CCD, the Administrative Filing Fee will not be charged by the ePermit System. However, the Administrative Filing Fee will have to be paid directly to the CCD. If the Completeness Review will be performed by DEP, the Administrative Filing Fee will be charged by the ePermit System.

**NOTE** – The fees will not be properly displayed in this module until after the Final Completeness Check has been run and found to be successful.

Any additional fee payable to a delegated CCD must be paid directly to the CCD. Review of an NOI/Application will not begin until all fees have been paid.

## Chapter 102 ePermit User Guide

The Administrative Filing Fees are \$500 for General Permit NOIs and \$1,500 for Individual Permit Applications (NPDES and E&S). The Administrative Filing Fee will be displayed as \$0 in this Module if the CCD will receive the NOI/Application (because \$0 is paid to DEP) and will be displayed as \$500 or \$1,500 if DEP will receive the NOI/Application.

The example below displays the Application Fees Module for an example Individual Application or E&S Permit that will be received by a CCD:

### Application Fees

Application Fee		
Item	Fee	Totals
Due to DEP through e-permitting		
Administrative Filing Fee	\$ 0	\$0
Total Disturbed Acreage Fee (based on total disturbed acres * \$100)	\$ 400	\$400
Total Due		\$400
Administrative Filing Fee due directly to CCD	\$1500	\$1500

**\*IMPORTANT:** Based on the information you provided, your application will be reviewed by the Centre Conservation District (CCD). After you submit your application online, you must submit your \$1500 Administrative Filing Fee plus any CCD-specific service fees directly to the County Conservation District. Go to [www.pacd.org](http://www.pacd.org) and select 'Find My District' for CCD contact information.

The application will be incomplete until the \$1500 Administrative Filing Fee plus any CCD-specific service fees are received by the Delegated County Conservation District.

For questions regarding fees contact the CCD. Failure to submit the fee in a timely manner may result in review and processing delays.

In this example, DEP is the recipient of the Individual NPDES Permit Application or E&S Permit Application and therefore the Administrative Filing Fee of \$1,500 is shown.

Application Fees		
Item	Fee	Totals
Due to DEP thru e-permitting		
Administrative Filing Fee <sup>1</sup>	\$1500	\$1500
Total Disturbed Acreage Fee (based on total disturbed acres * \$100)	\$100	\$100
Total Due	\$1600	\$1600

To go back to the ePermit Authorization Overview screen click the Back to Overview button.

## SUBMISSION

Click on the Final Completeness Check button to verify that all components of the ePermit NOI/Application are complete. Then click on the Pay & Submit button. A User Authentication screen is displayed. The individual submitting the

## Chapter 102 ePermit User Guide

NOI/Application should enter their GreenPort password and check the box to certify that the information submitted is true and correct and click the Authenticate button.

**NOTE** – If the user enters a module, for any reason, after the Final Completeness Check has been performed, the Final Completeness Check must be run again.

### User Authentication

Please enter the Username, Password and Access ID for verification purpose.

User Name	<input type="text" value="NATHANE"/>
Password	<input type="password"/>
Access Identifier	<input type="text" value="28366"/>

I certify that the data submitted is true and correct.

I understand that on Final Determination this information will be sent to the EPA.

[Authenticate](#) [Cancel](#)

[Pay & Submit](#)

Then click on the Pay & Submit button.

**NOTE** – The Pay & Submit button does not become active until the Final Completeness Check has been run and found successful.

**NOTE** – The Final Completeness Check and other Completeness Checks are not the Completeness Review, which is part of DEP’s Permit Review Process.

Following submission, you will be directed back to the ePermit Dashboard where you can view the submitted NOI/Application.

## CORRECTION REQUIRED

After DEP/CCD has completed the review of the submission, if there are deficiencies (during the Completeness Review or Technical Review) with the NOI/Application, a Correction Notice will be sent to the applicant. The NOI/Application for the associated Correction Notice will be identified in the applicant’s dashboard under the Correction Required tab.

Drafts (7) Submitted (1) Correction Required (1)									
Revision	Permit Number	Site Name	Submission Type	Request Type	Pending Corrections	Last Modified	Lead Reviewer	Edit	Withdrawal
09/21/2020	PC010007E	06232020 Test Site	NPDES General (PAG-02)	NEW	<a href="#">View Document</a>	06/25/2020	Crawford, Nathan	<a href="#">Grant Access</a>	<a href="#">Edit</a> <a href="#">Withdrawal</a>




To view the Correction Notice, click the “View Document” link under the Pending Corrections column.

**Pending Corrections**

[View Document](#)

## Chapter 102 ePermit User Guide

The Correction Notice page identifies the Correction Notice information, the Correction Checklist, and Due Date Extension Request.

Correction Notice						
Due Date	09/21/2020					
Correction Type	Review					
Correction Checklist						
Number	Module/Area	Correction Detail	Citation	Corrected	Correction Response	Edit
1	<a href="#">Post Construction Stormwater Management (PCSM) / Site Restoration (SR) Module</a>	The Post-Construction Stormwater Management (PCSM) Plan drawings did not identify the BMP ID Number ...	25 Pa. Code § 102.8(f)(9)	No		
3	<a href="#">Project Information</a>	The ES Plan drawings identify the earth disturbance as 8.87 acres; however, the Total Disturbed Are ...	25 Pa. Code § 102.4(b)(5)(iii), 25 Pa. Code § 102.4(b)(5)(x)	No		
2	<a href="#">Erosion and Sediment Control Module</a>	The compost filter sock identified on the Erosion and Sediment (ES) Plan drawings was not listed in ...	25 Pa. Code § 102.4(b)(5)(vi), 25 Pa. Code § 102.4(b)(5)(vii), 25 Pa. Code § 102.4(b)(5)(viii), 25 Pa. Code § 102.4(b)(5)(ix), 25 Pa. Code § 102.4(b)(5)(x)	No		
Due Date Extension Request						
Date Sent	Requested due date	Calendar days requested	Reason	Status		
There are no items to display						
<a href="#">Add Extension Request</a>						
						<a href="#">Download Correction Notices</a> <a href="#">Back to Dashboard</a>

### Correction Notice

The Due Date for the Correction Notice is identified, along with the type of correction.

### Correction Checklist

The individual correction items are displayed in the order entered by the Lead Reviewer. The Module/Area column identifies the module that was unlocked by DEP/CCD for the applicant to respond to the deficiency. The Correction Detail column is the specific deficiency identified (the user may hover their mouse icon over the Correction Detail cell to display the full text). The Citation column is the regulatory citation(s) associated with the Correction Detail. The Corrected column identifies if the applicant or their consultant has corrected (i.e., entered a response) for the deficiency. The Correction Response column displays the response to the Correction Detail as entered by the applicant or their consultant.

Each Correction Detail must be responded to. To respond to a Correction Detail, click the Edit button to open the Correction Response Details.

Edit



The correction response should specifically describe how the deficiency was addressed and where any associated revisions have been made. Revisions need to be incorporated in the appropriate module and need to replace any superseded information. For example, if a correction has been made on an E&S Plan Drawing(s), the E&S Plan Drawing attachment in the Erosion and Sediment Control Module should be deleted and a revised, full set of E&S Plan Drawings should be attached. The revision date should be clearly referenced on the Plan Drawings. The correction response should then include a reference as to what sheet and what specific note, detail, specification, or portion of the drawing has been modified.



## Chapter 102 ePermit User Guide

The screenshot shows a web browser window titled "Correction Response Details". At the top, it displays "Correction Number 1" and "Modules Unlocked Post Construction Stormwater Management (PCSM) / Site Restoration (SR) Module". Below this is a green header for "Correction Details". The form contains several fields: "Correction Detail" with a text area containing "The Post-Construction Stormwater Management (PCSM) Plan drawings did not identify the BMP ID Number."; "Citation" with a text area containing "25 Pa. Code § 102.8(f)(9)"; "Has this been corrected?" with radio buttons for "Yes" (unchecked) and "No" (checked); and "Correction Response\*" with an empty text area. At the bottom right, there are "Save" and "Back" buttons.

If the applicant believes they have satisfactorily addressed the deficiency (i.e., correction detail), the answer for “Has this been corrected?” should be changed to “Yes.” All Correction Details must be identified as corrected before the applicant is able to submit the NOI/Application back to DEP/CCD for review.

A Correction Response is required for each Correction Detail. Enter the information in the box provided on how the applicant has corrected or responded to the deficiency. Sufficient detail should be provided in the response to facilitate the review of the response by DEP/CCD.

You may save your work by clicking the Save button. To go back to the Correction Notice screen click the Back button.

### Due Date Extension Request

The applicant may request to extend the due date of the Correction Notice by clicking the “Add Extension Request” link.

[Add Extension Request](#)

The screenshot shows a web browser window titled "Correction Extension Request Details". It contains two rows of options, each with a checkbox. The first row is "New Requested Due Date\*" with an empty text field and "Number of Calendar Days" with a greyed-out text field. The second row is "Requested Additional Calendar Days\*" with a text field containing "0" and "Calendar Date" with a greyed-out text field. Below these is a large text area for "Reason for Extension Request\*". At the bottom right, there are "Save and Send Request" and "Back" buttons.

The applicant can choose to request a new due date or to request an additional number of calendar days to respond. If the applicant opts to request a new due date, click the check box on that line, and enter the new requested due date (the Number of Calendar Days will automatically be calculated by the ePermit System). If the applicant opts to request an additional number of calendar days, click the check box on that line, and enter the number of requested additional calendar days to respond (Calendar Date (i.e., requested new Due Date) will automatically be calculated and displayed by the ePermit System).

The applicant must also explain, in the space provided, why they are requesting the extension.

## Chapter 102 ePermit User Guide

To save the Correction Extension Request and send it to DEP/CCD, click the “Save and Send Request” button. To delete the Correction Extension Request and return to the Correction Notice screen click the “back” button.

When the Due Date Extension Request has been sent to DEP/CCD, it will be displayed with a Status of Pending.

Date Sent	Requested due date	Calendar days requested	Reason	Status
06/25/2020	12/20/2020	90	The applicant is requesting additional time to respond, so that a submission can be made to the municipality for their land development approval process.	Pending

When a determination has been made by DEP/CCD, the Status will be Granted or Denied.

A PDF document of the Correction Notice can be generated by clicking the “Download Correction Notices” button.

[Download Correction Notices](#)

To go back to the Home screen, click the “Back to Dashboard” button.

[Back to Dashboard](#)

To continue to respond to the Correction Notice, the user needs to click the “Edit” button from the Correction Required Dashboard, which will take the user back to the Authorization Overview for the NOI/Application.

Revision Due Date	Permit Number	Site Name	Submission Type	Request Type	Pending Corrections	Last Modified	Lead Reviewer	Grant Access	Edit	Withdrawal
09/22/2020	PC010007E	06232020 Test Site	NPDES General (PAG-02)	NEW	View Document	06/25/2020	Crawford, Nathan	<a href="#">Grant Access</a>	<a href="#">Edit</a>	<a href="#">Withdrawal</a>

The Authorization Overview will identify the Modules which were unlocked for editing by DEP/CCD.

NPDES General (PAG-02) - New Application			
Included	Go To	Status	Completed
<input checked="" type="checkbox"/>	<a href="#">Correction Notice</a>	⚠	
<input checked="" type="checkbox"/>	<a href="#">Permit Eligibility</a>	✅	06/25/2020
<input checked="" type="checkbox"/>	<a href="#">Client Information</a>	✅	06/25/2020
<input type="checkbox"/>	<a href="#">Operator Information</a>	❌	
<input checked="" type="checkbox"/>	<a href="#">Consultant Information</a>	✅	06/25/2020
<input checked="" type="checkbox"/>	<a href="#">Site Information</a>	✅	06/25/2020
<input checked="" type="checkbox"/>	<a href="#">Project Information</a>	⚠	
<input checked="" type="checkbox"/>	<a href="#">County and Municipal Notifications</a>	✅	06/25/2020
Included	Go To	Status	Completed
<input checked="" type="checkbox"/>	<a href="#">PNDI Information</a>	✅	06/25/2020
<input checked="" type="checkbox"/>	<a href="#">Cultural Resource Notice</a>	✅	06/25/2020
<input checked="" type="checkbox"/>	<a href="#">Erosion and Sediment Control Module</a>	⚠	
<input checked="" type="checkbox"/>	<a href="#">Riparian Buffer</a>	✅	06/25/2020
<input checked="" type="checkbox"/>	<a href="#">Post Construction Stormwater Management (PCSM) / Site Restoration (SR) Module</a>	⚠	
<input checked="" type="checkbox"/>	<a href="#">Compliance History and Certification</a>	✅	06/25/2020
<input checked="" type="checkbox"/>	<a href="#">Project/Permit Coordination</a>	✅	06/25/2020
<input checked="" type="checkbox"/>	<a href="#">Application Fee</a>	✅	06/25/2020

The user will need to enter each Module that has been unlocked to make the necessary revisions to correct the deficiency(ies). Ensure that the information is properly saved by clicking the Save button, and the Completeness Check should also be run for each unlocked Module.

**NOTE** – If any attachments have been impacted by the correction response, the user should delete the original attachment and replace it with the updated attachment.

**NOTE** – If a Module(s) needs to be unlocked by DEP/CCD, the user will need to contact the Lead Reviewer and request that particular Module(s) to be unlocked.

## Chapter 102 ePermit User Guide

After the user has revised the NOI/Application to correct the deficiencies, the Final Completeness Check and User Authentication must be performed. If the Final Completeness Check and User Authentication are successful, the user “Submit” button will become active. The user will click the Submit button to send the NOI/Application to DEP/CCD for review.





**NOTE** – If additional fees, paid through the ePermit System, are required, the user will be directed to the payment page. Please note the current payment system does not accept email addresses with an .org extension. If your email extension is .org, please use an alternate email address for the payment system.

**NOTE** – If additional fees, not paid through the ePermit System (e.g., additional CCD service fee), are required, this will be identified in the Correction Notice and the applicant will be required to pay those fees directly to the CCD.

### PERMIT COVERAGE AUTHORIZED

After permit coverage has been authorized by DEP/CCD, the authorization and related information will be available on the EFA’s dashboard in the Approved tab.

Submitted Date	Permit Number	Site Name	Submission Type	Request Type	Date Finalized	Lead Reviewer	View	View Approval
06/25/2020	PC010007E	06232020 Test Site	NPDES General (PAG-02)	NEW	06/25/2020	Crawford, Nathan		

By clicking the View button, the user can view the documents (Modules and their attachments) and the system-generated email notifications associated with the approved NOI/Application.

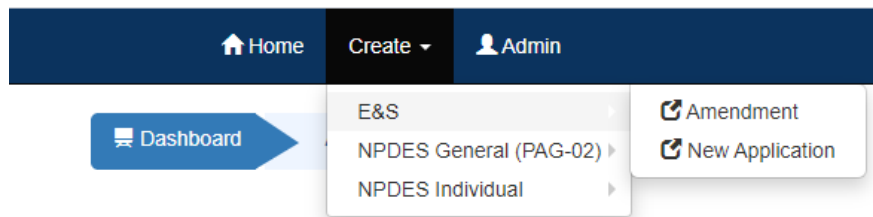


To download the permit and authorization letter, click the View Approval button.



### MAJOR AND MINOR AMENDMENTS

After permit coverage has been authorized, the permittee may need to amend permit coverage if there are changes to the project. To amend permit coverage, click the “Create” button at the top of the Dashboard, select the appropriate permit type, and then select “Amendment”.



The Permit Selection screen will be displayed.

The screenshot shows a web form titled "Permit Selection" with a green header. The form contains the following elements:

- Type of Permit\***: A text input field containing "NPDES GENERAL (PAG-02) Amendment".
- Expired permits cannot be amended.**: A message displayed below the permit type.
- Select Client**: A dropdown menu showing "PA STATE SYS OF HIGHER ED CLARION UNI" with a downward arrow.
- Select the permit you would like to amend.**: A radio button next to this text.
- Permit Number**: A dropdown menu showing "PC010007E" with a downward arrow.
- I don't see my permit number**: A radio button next to this text.
- Buttons**: "Continue" (blue) and "Back" (white) buttons at the bottom left.

**NOTE** – Expired permit coverage cannot be amended.

The user will ensure that they have the proper Client selected in the “Select Client” drop-down list. This list is populated by the user’s access to EFA.

The user will click the button to “Select the permit you would like to amend.” The drop-down list is populated by the existing ePermit authorizations associated with the selected Client. The user will select the Permit Number for which they wish to amend. If the user does not see the Permit Number in the drop-down list, the user should click the button for, “I don’t see my permit number.”

**NOTE** – If the Permit Number is not in the drop-down list, contact the Bureau of Clean Water and ask to speak to someone in the Stormwater Construction Section regarding a permit amendment in the Chapter 102 ePermit System and that the permit number is not displayed.

After you have selected the Permit Number to amend click the “Continue” button. If you would like to return to the main dashboard, click the “Back” button.

When creating a new NOI/Application for an amendment, most of the information previously entered in the Modules will populate from the approved NOI/Application. All information must be reverified by going into the Module and checking to make the previously entered information is still valid. However, there is some information that must be entered based upon the amendment NOI/Application and there is some information that cannot be changed. The following identifies the information that must be answered or entered as part of the amendment NOI/Application.

### Permit and Amendment Eligibility Module (PAG-02 NOI Only)

#### **Permit Eligibility**

The user will have to answer the Permit Eligibility questions to ensure that they project, activity, and/or operator is eligible for coverage under the PAG-02.

#### **Amendment Eligibility**

Identify the Amendment Type, Minor or Major. Additional information related to Minor and Major Amendments can be located at DEP’s [Frequently Asked Questions \(FAQ\) for Chapter 102 Permit Amendments](#).

#### **E&S and PCSM Plan Amendment Confirmation**

**E&S Plan.** Identify if there are revisions to the E&S Plan with the Amendment. Selecting “Yes” will include the Erosion and Sediment Control Module on the dashboard, so that revisions can be made. If “No” is selected, the Erosion and Sediment Control Module will not be displayed on the dashboard.

## Chapter 102 ePermit User Guide

**PCSM Plan.** Identify if there are revisions to the PCSM Plan with the Amendment. Selecting “Yes” will include the PCSM/SR Module on the dashboard, so that revisions can be made. If “No” is selected, the PCSM/SR Module will not be displayed on the dashboard.

### Amendment Type Module (Individual Permit Application Only)

The Amendment Type module will need to be completed first to determine what modules will become applicable and others that are not will be locked for editing (i.e., shown as greyed text and with blank check boxes).

The applicant will need to go into every module that is checked, and in blue text, to verify that nothing has changed, or edit the module(s) that are to be modified.

### Project Information Modules (PAG-02 & Individual)

#### **Project Information**

**Total Disturbed Acres.** Report the total area of earth disturbance, in acres, adjusted for the proposed amendment revisions. Include the area associated with all off-site support activities that are part of the project and are not independent construction sites if these areas have been identified at the time the ePermit NOI/Application is prepared. Report Total Disturbed Acres to the nearest one-hundredth of an acre. For example, if the Total Original Disturbed Acres is 7.53 ac., and the proposed amendment will add a new earth disturbance of 0.68 ac. and eliminate 0.14 ac. of previously authorized earth disturbance, the reported Total Disturbed Area would be 8.07 ac. ( $7.53 + 0.68 - 0.14$ ).

**New Earth Disturbance.** Answer the question “Yes” if there is an increase in the earth disturbance proposed for the revisions with the amendment and enter the follow up information below, otherwise, answer “No”.

**NOTE** – The term “increase” is used with respect to the area of earth disturbance; the term refers to new area to be disturbed rather than the net change of disturbance.

**Amount of New Earth Disturbance.** Report the amount of increase (or new) in earth disturbance in acres. For example, if a permit was issued for an original earth disturbance of 5.0 acres, and an amendment is submitted to disturb a new area of 2.0 acres and to eliminate 1.5 acres (for a total earth disturbance of 5.5 acres after the amendment), the increase in earth disturbance would be the 2.0 acres of new area, not the 0.5-acre net change.

**Location.** Identify the municipality(ies) where the new earth disturbance will be located. The list is auto-populated from the Site Information Module.

**NOTE** – If the new earth disturbance will be located in a new municipality(ies), those will have to be entered in the Site Information Module.

**NOTE** – If there is new earth disturbance in a municipality(ies), new Municipal and County Notifications must be done as explained in DEP’s [Frequently Asked Questions \(FAQ\) for Chapter 102 Permit Amendments](#). The ePermit System will require new notifications in the County and Municipal Notifications Module.

**Amendment Description.** Enter a brief narrative of the project in the space provided which describes the revisions being sought by the amendment. This field is limited to 1500 characters.

**Was there a pre-application meeting with the Department/CCD?** Answer the question “Yes” if a pre-application meeting was held with DEP and/or the CCD for the amendment (not the original permit authorization submission). If “Yes,” identify all pre-application meeting dates follow the instructions earlier in this guide.

## Chapter 102 ePermit User Guide

### Available Modules

Any module with light blue text and is not greyed out with blank check boxes will be eligible for editing. Specific modules will need to be revised, based upon what answers are provided on the Permit and Amendment Eligibility Module or the Amendment Type Module.

Included	Go To	Status	Completed	Included	Go To	Status	Completed
<input checked="" type="checkbox"/>	Amendment Type	🟢	04/16/2021	<input checked="" type="checkbox"/>	Cultural Resource Notice	🔴	
<input checked="" type="checkbox"/>	Client Information	🟢	04/16/2021	<input type="checkbox"/>	Erosion and Sediment Control Module	🔴	
<input type="checkbox"/>	Operator Information	🔴		<input checked="" type="checkbox"/>	Riparian Buffer	🟢	04/16/2021
<input checked="" type="checkbox"/>	Consultant Information	🟢	04/16/2021	<input type="checkbox"/>	Post Construction Stormwater Management (PCSM) / Site Restoration (SR) Module	🔴	
<input checked="" type="checkbox"/>	Site Information	🟢	04/16/2021	<input checked="" type="checkbox"/>	Anti-Degradation Analysis	🟢	04/16/2021
<input checked="" type="checkbox"/>	Project Information	🟢	04/16/2021	<input checked="" type="checkbox"/>	Compliance History and Certification	🟢	04/16/2021
<input checked="" type="checkbox"/>	County and Municipal Notifications	⚠️		<input checked="" type="checkbox"/>	Project/Permit Coordination	🟢	04/16/2021
<input checked="" type="checkbox"/>	PNDI Information	🔴		<input checked="" type="checkbox"/>	Application Fee	🟢	04/16/2021

For this example shown above, making changes to add disturbance triggered the need for County and Municipal Notifications being resent and/or uploaded, as well as attachments becoming required for the PNDI Information and Cultural Resource Notice as shown above with blue checked boxes.

**NOTE** – Originally submitted attachments to the **new** NOI or Application will not be downloaded to the amendment. All required attachments, original and revised, will need to be uploaded.

### Erosion and Sediment Control Modules (PAG-02 & Individual)

If the E&S Plan was identified to have revisions in the Permit and Amendment Eligibility Module, or the Amendment Type Module, then the E&S Plan Drawings and Worksheets and/or Calculations will have to be uploaded. These uploads will need to include the previously approved worksheets/calculations and any plan drawing(s) that did not change (i.e., full information needs to be uploaded, not just the information that was changed).

### Post-Construction Stormwater Management (PCSM) / Site Restoration (SR) Modules (PAG-02 & Individual)

If the PCSM Plan was identified to have revisions in the Permit and Amendment Eligibility Module, or the Amendment Type Module, then the PCSM Plan Drawings and DEP PCSM Spreadsheet will have to be uploaded. These uploads will need to include the previously approved information and any plan drawing(s) that did not change (i.e., full information needs to be uploaded, not just the information that was changed).

### Compliance History and Certification Modules (PAG-02 & Individual)

#### **Certification**

The applicant(s) must certify that the information contained in the ePermit NOI/Application is true, accurate, and complete, and if applicable, the applicant(s) must agree to abide by the terms and conditions of the General Permit. The certification needs to be signed/executed by the applicant(s) and then uploaded as the 'Applicant Certification' attachment in the Missing Compliance History and Certification Attachments Section.

## Chapter 102 ePermit User Guide

The NOI or Application must be signed as follows:

- Corporations:
  - (1) A president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or
  - (2) The manager of one or more manufacturing, production or operating facilities if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
- Partnerships or sole proprietorships - a general partner or the proprietor, respectively.
- Municipalities, State, Federal or other public agencies - either a principal executive officer or ranking elected official:
  - (1) The chief executive officer of the agency; or
  - (2) A senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., Regional Administrators of EPA).
- For individuals, no indication of title is necessary.

If the person signing for the applicant is signing pursuant to a Power of Attorney or other legal delegation of contractual authority, documentation of such authority must be uploaded with this Module.

**NOTE** – A Minor Amendment will have a Submit button only. Payment will not be required and implemented.

Version History

Date	Version	Revision Reason
8/17/21	1.3	Incorporated information on the completion of an E&S Permit application in the ePermit System.
5/17/21	1.2	Clarifications added that ePermit is verified to work with Microsoft Edge (rather than Internet Explorer) and correction notice responses should include deleting old and uploading new attachments in the appropriate modules and notifying DEP/CCD of the changes.
4/27/21	1.1	Incorporated information on the completion of Individual NPDES Permit Applications in the ePermit System.
1/25/21	1.0	Original