



AZPDES Stormwater Get New NOI

USER GUIDE

WHAT IS myDEQ?

myDEQ is Arizona Department of Environmental Quality's (ADEQ's) new online web portal, designed to assist customers in meeting their environmental priorities and responsibilities. Upon creating an account, customers will be able to view their permits online and submit compliance reports as well as obtain new permits.

How do I get a myDEQ account?

Step 1: Register your Responsible Corporate Officer (RCO) online

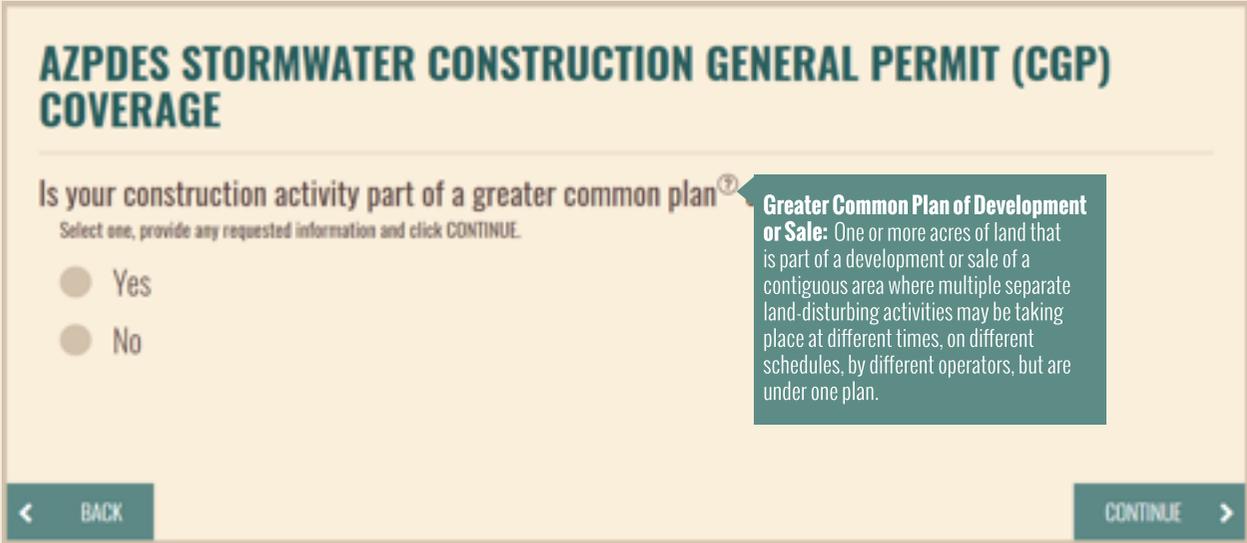
Step 2: Sign, notarize and return the Subscriber Agreement/Signature Agreement (emailed by ADEQ upon completion of registration form)

Step 3: Set up your new myDEQ account (link emailed after ADEQ receives agreement from Step 2)

Register for an account today! | [Go to myDEQ Registration Form >](#)

HELPFUL TOOLS

myDEQ Tool Tips: Not sure what something means? Click on this icon “?” and learn more about the terminology on that screen.



AZPDES STORMWATER CONSTRUCTION GENERAL PERMIT (CGP) COVERAGE

Is your construction activity part of a greater common plan? 

Select one, provide any requested information and click CONTINUE.

Yes

No

Greater Common Plan of Development or Sale: One or more acres of land that is part of a development or sale of a contiguous area where multiple separate land-disturbing activities may be taking place at different times, on different schedules, by different operators, but are under one plan.

[BACK](#) [CONTINUE](#)



Time Out Warning: myDEQ does not have a “SAVE” option at this time (coming soon). After more than 20 mins of non-activity on a screen, the portal will time out and you will have to start over.

Web Browsers: myDEQ works best in Firefox and Google Chrome. Internet Explorer is not recommended due to compatibility issues.

HOW DO I APPLY FOR A NEW STORMWATER NOI IN myDEQ?

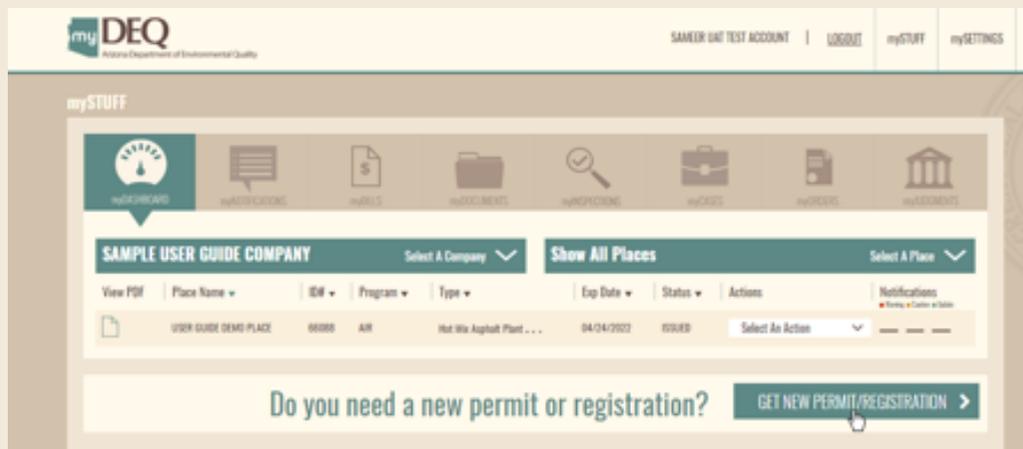
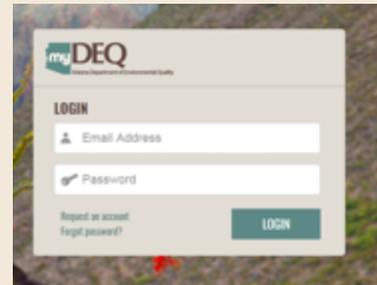
If you don't have a myDEQ account, see "How do I get a myDEQ account?" on Page 2.

Step 1: Log in to myDEQ

- Go to login page | [Go Now](#)

Step 2: Click "GET NEW PERMIT/REGISTRATION"

- Button located on the lower right of the Dashboard Screen



Step 3: Choose either AZPDES Stormwater CGP or MSG

- Click the circle to the left of text to select, and then click CONTINUE.

PERMIT/REGISTRATION

Which type of permit or registration do you need?

Select one and click CONTINUE.

- AZPDES Stormwater Construction General Permit (CGP)
- AZPDES Stormwater Multi-sector General Permit (MSGP) | Industrial
- Concrete Batch Plant General Permit
- Crushing & Screening General Permit
- EPA ID (RCRA)
- Hot Mix Asphalt Plant General Permit

[← BACK](#)

[CONTINUE →](#)

Step 4: Choose the company for which you want this NOI

• Click the circle to the left of the text to select, and then click CONTINUE.

PERMIT/REGISTRATION

Which of your companies/agencies is this for?
Select one and click CONTINUE.

- BRIMHALL SAND, ROCK & BUILDING MATERIALS
- SAMPLE USER GUIDE COMPANY
- Add a Company/Agency

[CONTINUE >](#)

Note: If you do not see your company, select “Add a Company/Agency,” click CONTINUE, and follow the on-screen instructions.

Step 5: To apply for a new NOI or see if you are eligible for a wavier, select the “Yes” option

• Click the circle to the left of text to select, and then click CONTINUE.

AZPDES STORMWATER CONSTRUCTION GENERAL PERMIT (CGP) COVERAGE

Is this request for new permit coverage?
Select one, provide any requested information and click CONTINUE.

- Yes, this is for new coverage. I don't have CGP coverage for this location.
- No, I wish to manage existing CGP coverage in myDEQ.

[< BACK](#) [CONTINUE >](#)

Step 6: On the next set of pages, follow the on-screen instructions

Answer the questions, enter any additional requested information, and then click CONTINUE for each screen.

Step 7: Review the summary

Once you have answered all questions, you will be shown a summary of your answers. Select "Edit" on the right hand side of the screen to make changes.

User Guide Demo Place 2 Lat: 33.857981 / Long: -112.250462

AZPDES STORMWATER CONSTRUCTION GENERAL PERMIT (CGP) COVERAGE

Summary

Please review and click EDIT to modify. Then click CONTINUE.

Company Info:	SANPAC USER GUIDE COMPANY	EDIT
Is this request for new permit coverage?	Yes	EDIT
Will your project involve construction activity?	Yes	EDIT
What are the dates of your project?	Start Date: 05/26/2017 End Date: 06/30/2017	
Is your construction activity part of a greater common plan of development or sale?	Yes	EDIT
What is the total acreage being disturbed for the entire common plan of development or sale?	Common Plan Total disturbed Acre(s): 500	
What is the total acreage that will be disturbed by your construction activities?	5	EDIT
Place Info:	User Guide Demo Place 2 33.857981 - 112.250462	
Facility Name:	User Guide Demo Place 2	EDIT
Project Type:	AZ07	EDIT
Do you discharge to a regulated body?	CARL THAYER VA MEDICAL CENTER USA	Yes EDIT
Point of Discharge Location:		EDIT
Point of Discharge Name	Latitude	Longitude

Step 8: Certify and submit your NOI application

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AZPDES STORMWATER CONSTRUCTION GENERAL PERMIT (CGP) COVERAGE

Pursuant to A.R.S. § 41-1030:

(1) ADEQ shall not base a licensing decision, in whole or in part, on a requirement or condition not specifically authorized by statute or rule. General authority in a statute does not authorize a requirement or condition unless a rule is made pursuant to it that specifically authorizes the requirement or condition.

(2) Prohibited licensing decisions may be challenged in a private civil action. Relief may be awarded to the prevailing party against ADEQ, including reasonable attorney fees, damages, and all fees associated with the license application.

(3) ADEQ employees may not intentionally or knowingly violate the requirement for specific licensing authority. Violation is cause for disciplinary action or dismissal, pursuant to ADEQ's adopted personnel policy. ADEQ employees are still afforded the immunity in A.R.S. §§ 12-821.01 and 12-820.02.

Certify your submission.

By checking this box I certify under penalty of law that this submittal was prepared by me, or under my direction or supervision of personnel appropriately qualified to properly gather and evaluate the information submitted. The information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I understand that all information submitted to ADEQ is public record unless otherwise identified by law as confidential. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.

Please verify your identity by answering the following security question.

*Indicates required field

Question: What is the name of your favorite childhood teacher?

Answer:

[BACK](#) [CONTINUE](#)

Step 9: Make Payment

• Payment can be made with: Visa, MasterCard or e-check.

Step 10: Save your NOI Certificate

If no SWPPP is required, you will see a PDF icon (on the right of the confirmation page) that indicates your NOI application has been approved for coverage. Click the PDF icon to download/print your NOI Certificate of permit coverage.

CONFIRMATION FOR MANAGING CGP COVERAGE IN myDEQ

Your Notice of Intent (NOI) has been approved. You can now modify and terminate your coverage online through myDEQ 24/7.



Please click the PDF icon to the right to save/print your Notice Of Intent (NOI) Certificate.

LTF #: 66122

AZCON #: AZCN66122

* This document will also be emailed to you.

RETURN TO mySTUFF >