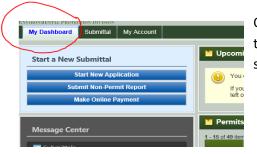
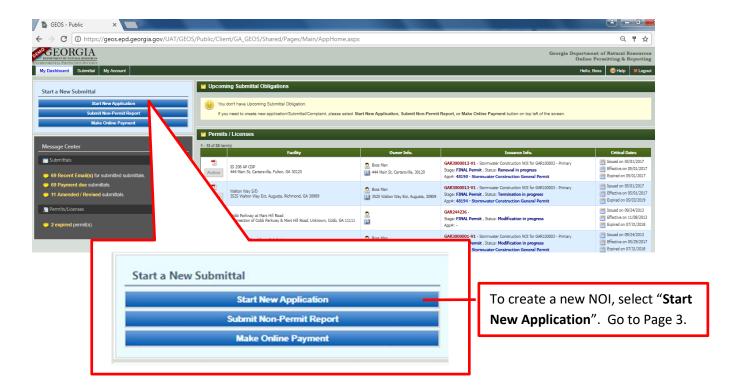
## How to submit a Notice of Intent using GEOS



Once you have created or logged in to your account, look for the "My Dashboard" tab in the menu near the top of the screen.

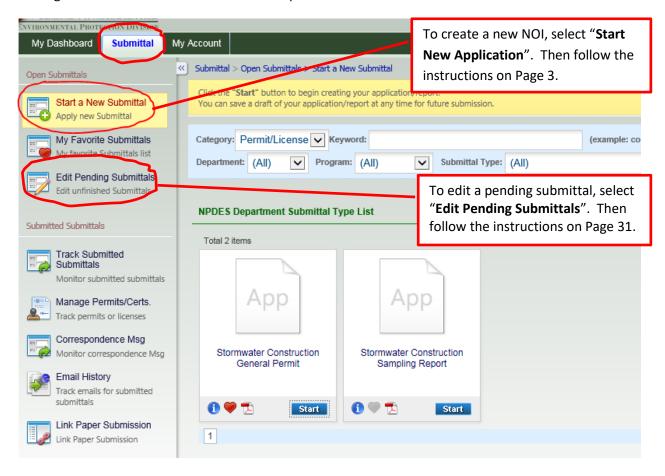
### Just below the "My Dashboard" tab are three choices.



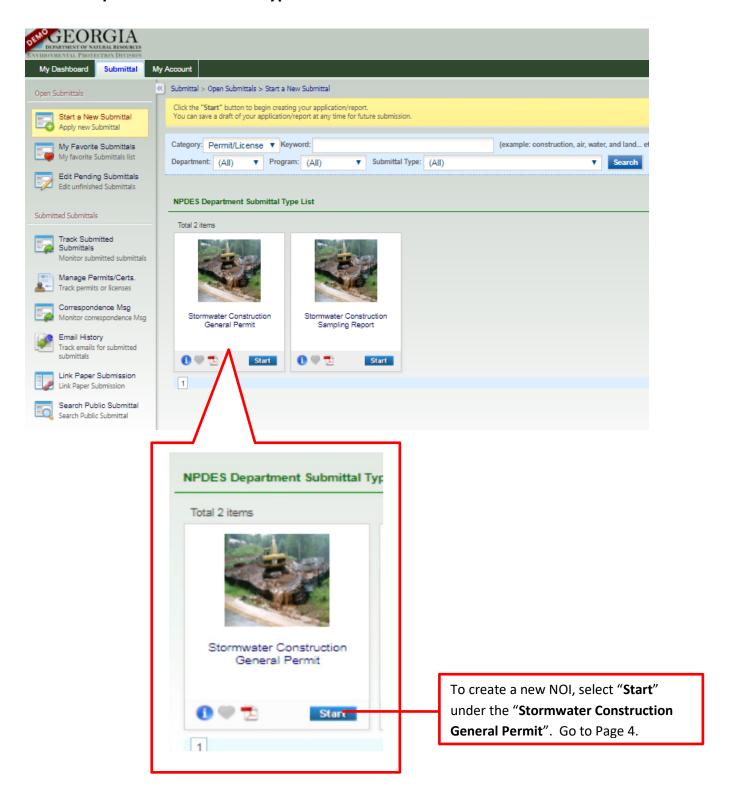
Note: To edit a pending submittal, go to page 2.

### How to submit a Notice of Intent using GEOS (Continued)

Once you are logged in to your account, you can submit a New NOI or Edit a Pending Submittal, by clicking the "**Submittal**" tab menu near the top of the screen.



### **NPDES Department Submittal Type List**



### **Stormwater Construction General Permit - Coverage Desired**

Select the appropriate option for the desired permit coverage. Note: Additional options will appear only

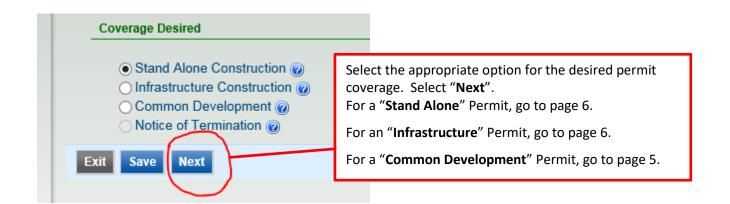
if Common Development is selected.



Construction activities that are not part of a common development, where the primary permittee chooses not to use secondary permittees.

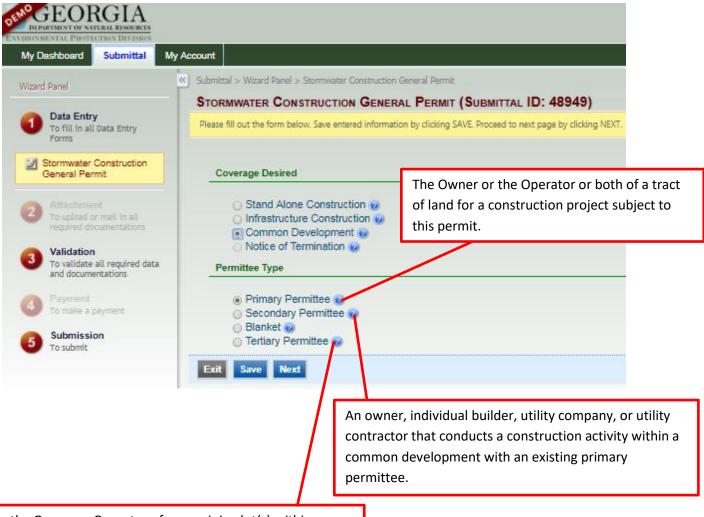
Construction activities that are not part of a common development that include the construction, installation and maintenance of roadway and railway projects and conduits, pipes, pipelines, substations, cables, wires, trenches, vaults, manholes and similar or related structures for the conveyance of natural gas (or other types of gas), liquid petroleum products, electricity, telecommunications (telephone, data; television, etc.), water, storm water or sewage.

A contiguous area where multiple, separate, and distinct construction activities will be taking place at different times on different schedules under one plan of development on or after August 1, 2000.



#### **Common Development**

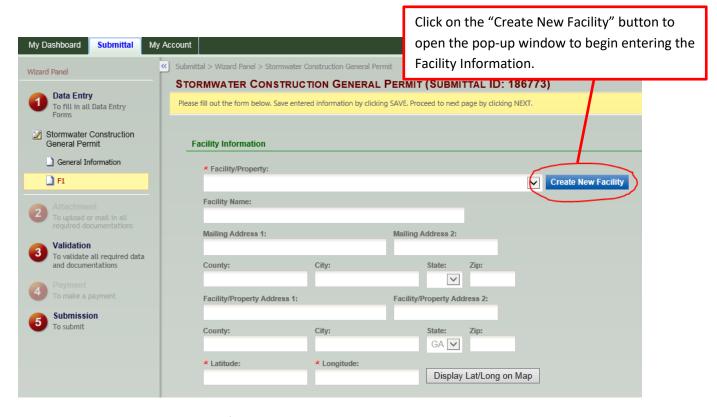
When selecting "Common Development", select the appropriate Permittee Type: Primary Permittee, Secondary, or Tertiary. Select Next.



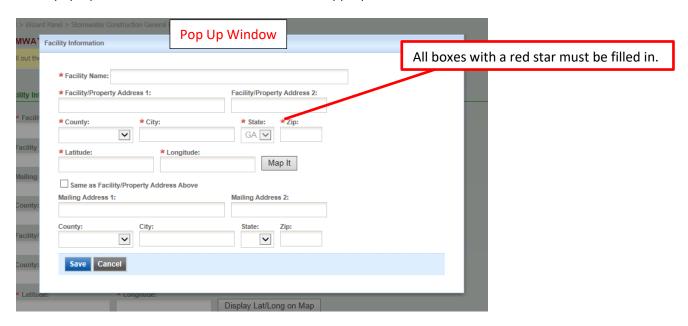
Either the Owner or Operator of a remaining lot(s) within a common development (as defined in this permit) conducting a construction activity where the primary permittee and all secondary permittees have submitted a Notice of Termination in accordance with Part VI.A.2. of this permit (excluding utility companies and/or utility contractors working under a Blanket NOI) or where a primary permittee no longer exists.

Once you select the appropriate permit type, go to page 6 to creating a new facility.

### **Creating a New Facility**

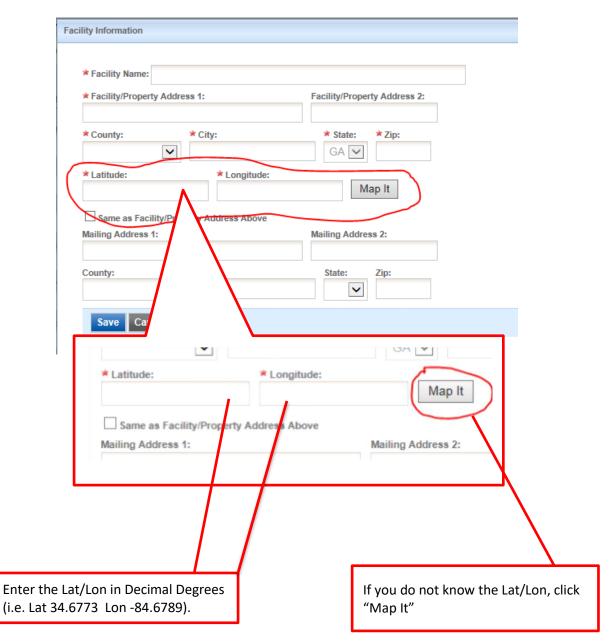


In the pop-up window, enter the information in the appropriate boxes.



Note: If you do not have a Facility/Property Address, put in a description of location (examples: Hwy 100, Intersection of Hwy 5 and Hwy 515, etc.)

# **Creating a New Facility (Continued)**

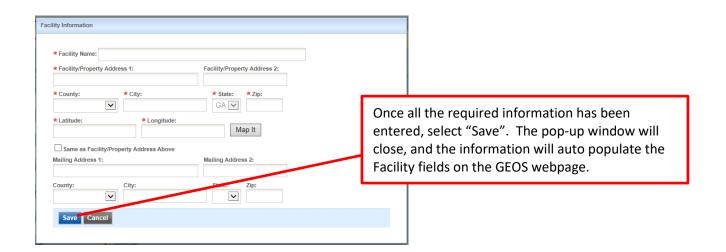


### **Creating a New Facility (Continued)**



When you select the "Map It" button, a pop-up window appears with a map. On the map will be a pin. Place the cursor over the pin and hold down the left mouse button. You can drag the pin to the desired location, marking the location of the facility and providing the coordinates that are needed for the Facility Information page. Select "Update", to update the map with the correct coordinates for the facility location.





# **Creating a New Facility (Continued)**

An example of Facility Information populated on the GEOS webpage.

MWATER CONSTRU	CTION GENERAL	. PERMIT (SUBMI	TTAL ID: 18	86785)			
ill out the form below. Save ent	ered information by clicki	ing SAVE. Proceed to next p	page by clicking N	NEXT.			
cility Information							
* Facility/Property:							
Hog Town				~	Create Nev	w Facility	Update Facility
Facility Name:							
Hog Town							
Mailing Address 1:		Mailing Address 2:					
County:	City:	State:	Zip:				
		~					
Facility/Property Address 1:		Facility/Property Add	dress 2:				
100 ABC RD							
County:	City:	State:	Zip:				
Murray	Chatsworth	GA 🗸	30705				
* Latitude:	* Longitude:						
34.6773	-84.6789	Display	Lat/Long on N	Мар			

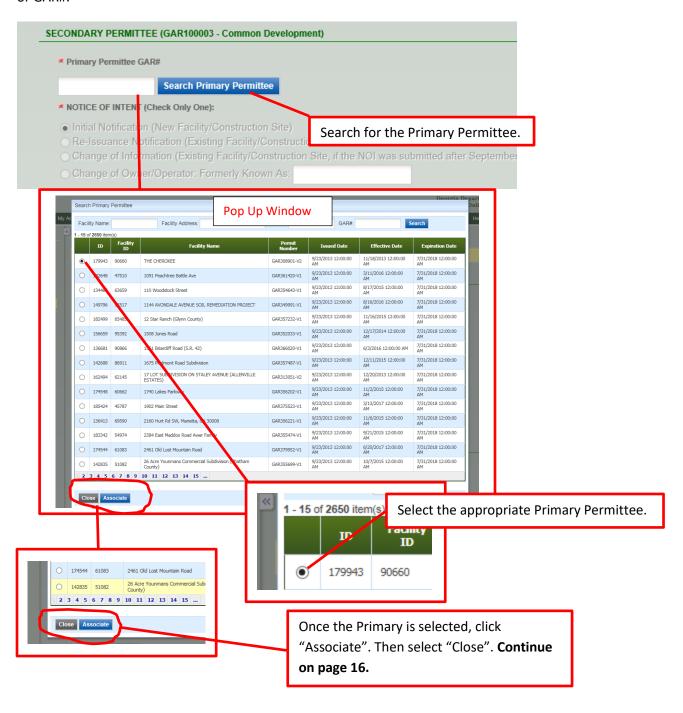
For Stand Alone go to page 12.

For Infrastructure go to page 13.

For Common Development go to page 10.

# Common Development - Assigning the Primary Permittee to the Secondary Permittee

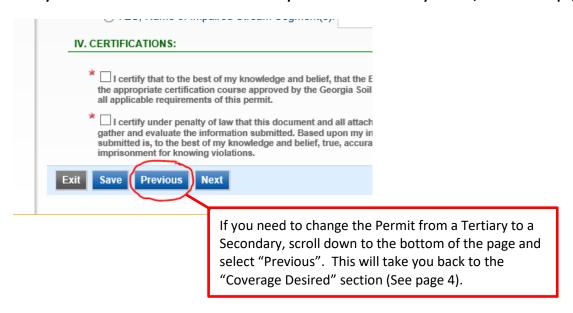
To search for the Primary Permittee associated with a Secondary Permittee, click on the "Search Primary Permittee". A pop-up window will appear. Search using the Facility Name, Facility Address, by County, or GAR#.



# **Common Development - Assigning the Primary Permittee to the Tertiary Permittee**

TERTIARY PERMITTEE	(GAR100003 – Common Development)	
* Primary Permittee GA	∖R#	
	Search Primary Permittee	
* NOTICE OF INTENT (	Check Only One):	
<ul> <li>Initial Notification</li> </ul>		
<ul><li>Re-Issuance Not</li><li>Change of Inform</li></ul>		
	r/Operator: Formerly Known As:	
	Note: Disregard this as a required field.	

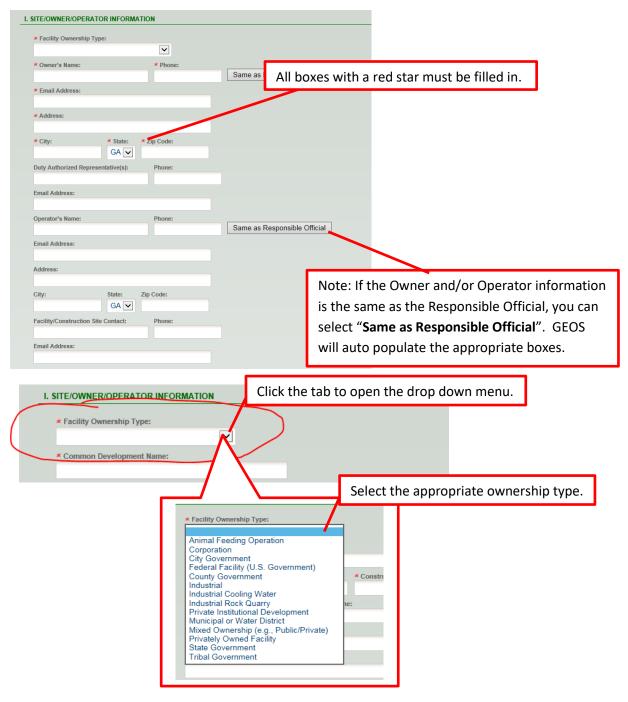
Note: If submitting a Tertiary Permit, there should be no active Primary. If there is an active Primary, then you should submit a NOI for a Secondary Permit. For a Tertiary Permit, continue on page 17.



### I.Site/Owner/Operator Information – Stand Alone

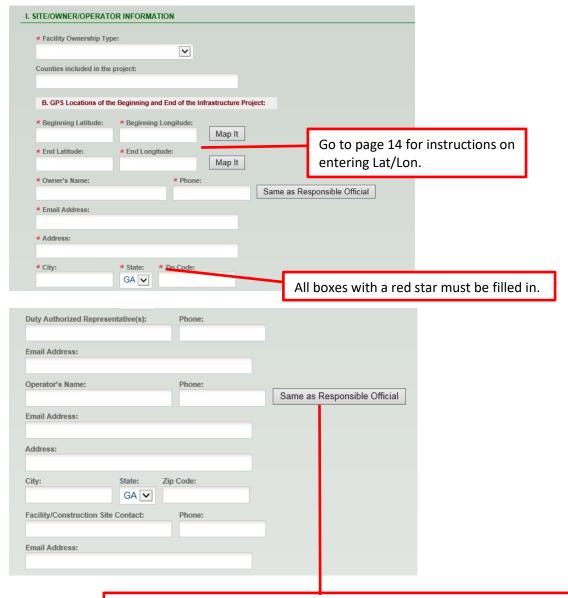
Fill out the fields that apply.

Note: For Infrastructure, go to page 13. For Common Development-Primary, go to page 15. For Common Development-Secondary, go to page 16. For Common Development-Tertiary, go to page 17.



Note: In the box for the Owner email address, enter the email address of the primary contact. Go to page 19 when you have completed this page.

# Site/Owner/Operator Information - Infrastructure Project(s)



Note: If the Owner and/or Operator information is the same as the Responsible Official, you can select "Same as Responsible Official". GEOS will auto populate the appropriate boxes.

Note: In the box for the Owner email address, enter the email address of the primary contact.

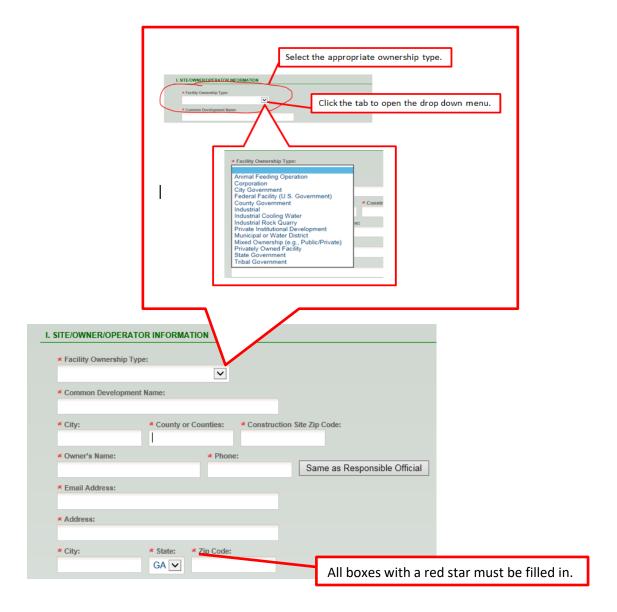
## Site/Owner/Operator Information - Infrastructure Project(s) (Continued)

Counties included in th	e project:			
B. GPS Locations of t	the Beginning and End of the Int	rastructure Project:		
★ Beginning Latitude:	★ Beginning Longitude:	Map It		
* End Latitude:	* End Longitude:	Map It		
★ Owner's Name:	* Phone:	Sar	ne as Respons	ible Official
★ Email Addre				
* Addres				
I. SITE/OWNER/OPER	RATOR INFORMATION			
Counties included in	the project:	Enter	all counties in	cluded in the projec
B. GPS Locations	of the Beginning and End of the	he Infrastructure Proje	ect:	
	e: * Beginning Longitude	Map It		e coordinates have be select the "Map It"
seginning Latitud			button t	o map the site.
★ End Latitude:	* End Longitude:	Mars It	<del></del>	
	★ End Longitude:	Map It		

If you do not know the Lat/Lon, click "Map It". When you select the "Map It" button, a pop-up window appears with a map (See Page 7). On the map will be a pin. Place the cursor over the pin and hold down the left mouse button. You can drag the pin to the desired location, marking the location of the facility and providing the coordinates that are needed for the Facility Information page. Select "Update", to update the map with the correct coordinates for the facility location.

Go to page 19 when you have completed this page.

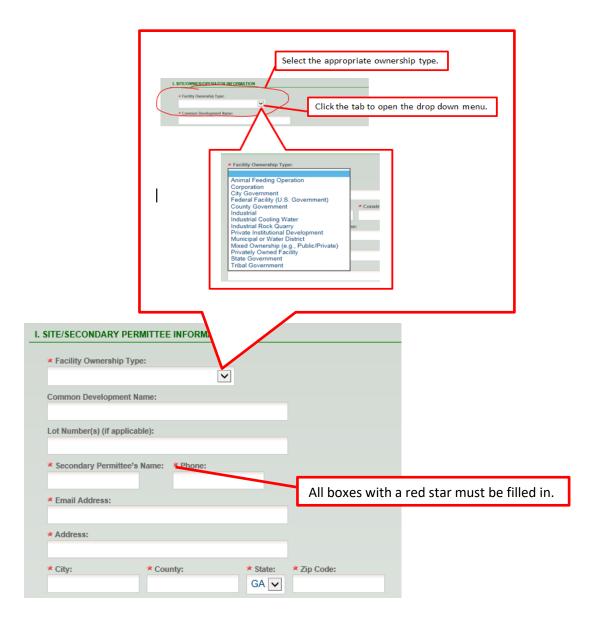
### I. Site/Owner/Operator Information – Common Development-Primary



Note: In the box for the Owner email address, enter the email address of the primary contact.

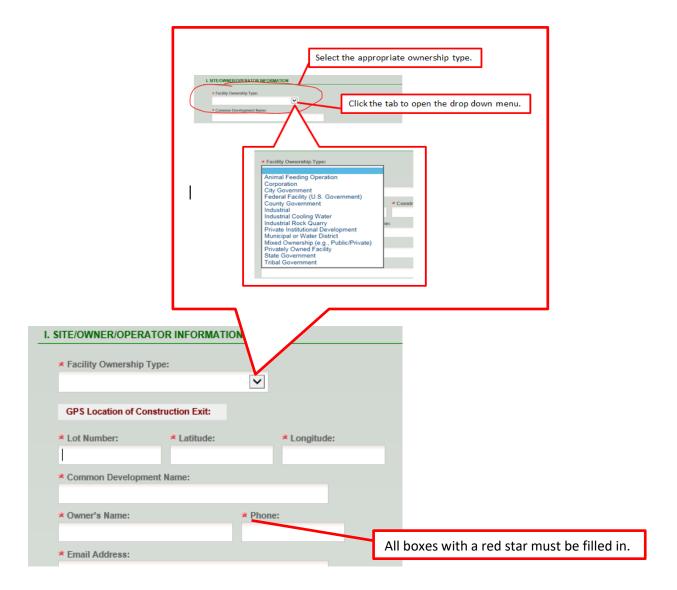
Go to page 18 when you have completed this section to complete the Site/Owner/Operator Information Section.

# I. Site/Owner/Operator Information – Common Development-Secondary



Go to page 18 when you have completed this section to complete the Site/Owner/Operator Information Section.

# I. Site/Owner/Operator Information – Common Development-Tertiary



Go to page 18 when you have completed this section to complete the Site/Owner/Operator Information Section.

# I. Site/Owner/Operator Information – Common Development - Primary, Secondary, and Tertiary (Continued)

Duty Authorized Representative(s):	Phone:	
Email Address:		
Operator's Name:	Phone:	Same as Responsible Official
Email Address:		
Address:		
City: State:	Zip Code:	
Facility/Construction Site Contact:	Phone:	-
Email Address:		

Note: If the Owner and/or Operator information is the same as the Responsible Official, you can select "Same as Responsible Official". GEOS will auto populate the appropriate boxes.

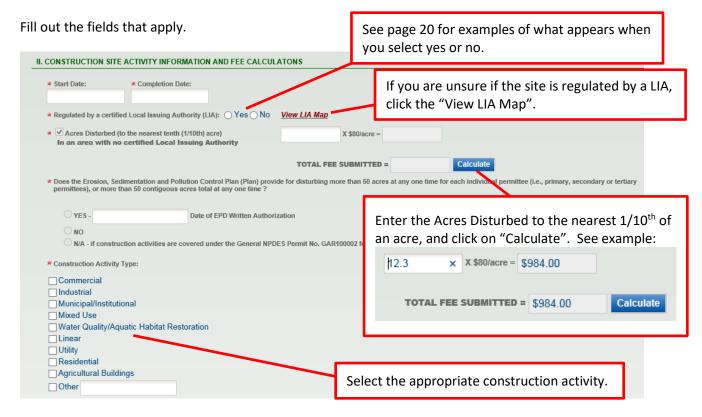
If you do not know the Lat/Lon, click "Map It". When you select the "Map It" button, a pop-up window appears with a map (See Page 7). On the map will be a pin. Place the cursor over the pin and hold down the left mouse button. You can drag the pin to the desired location, marking the location of the facility and providing the coordinates that are needed for the Facility Information page. Select "Update", to update the map with the correct coordinates for the facility location.

Note: In the box for the Owner email address, enter the email address of the primary contact.

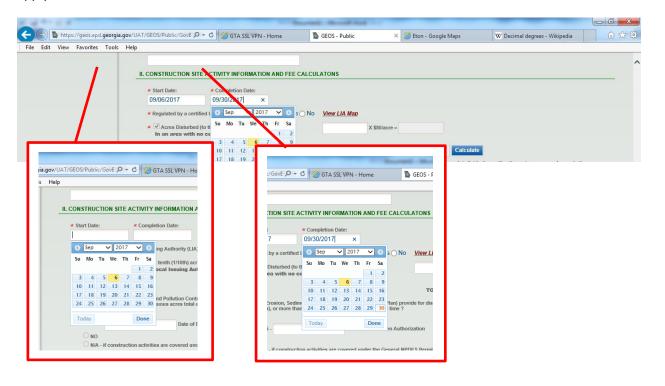
When you have completed this section, go to page 19 for Common Development - Primary.

When you have completed this section, go to page 21 for Common Development - Secondary and Tertiary.

# II. Construction Site Activity Information and Fee Calculations - Stand Alone, Infrastructure, and Common Development-Primary

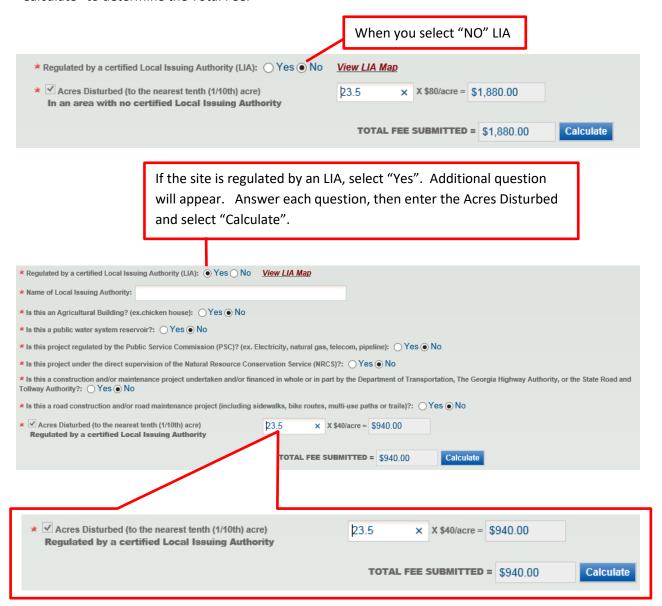


When you click on the Start and Completion Date, a drop down calendar appears. Select the dates that apply.



# II. Construction Site Activity Information and Fee Calculations - Stand Alone, Infrastructure, and Common Development-Primary (Continued)

Fill out the fields that apply. Including the Acres Disturbed to the nearest 1/10<sup>th</sup>. Then click on "Calculate" to determine the Total Fee.

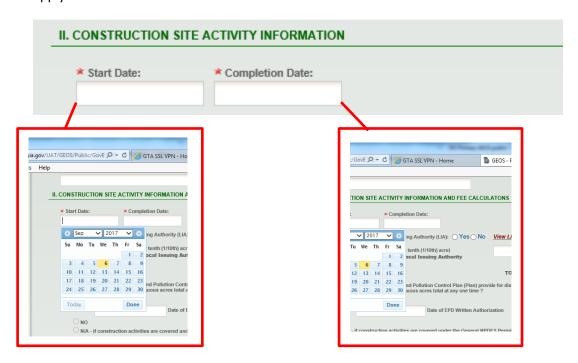


When you have completed this section, go to page 23 "Receiving Water Information".

### II. Construction Site Activity Information - Common Development-Secondary

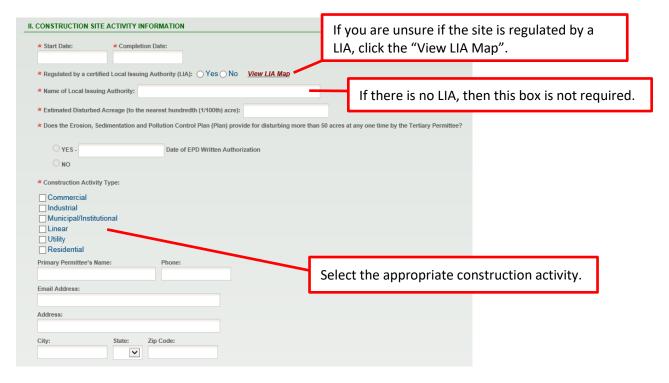
* Start Date:	* Completion Date:
★ Estimated Disturb	ed Acreage (to the nearest hundredth (1/100th) acre):
* Will the Secondary	y Permittee disturb more than 50 acres at any one time? (Check Only One):
○ No	
○Yes	Date of EPD Written Authorization
★ Construction Activ	vity Type:
○ Commercial	
○ Industrial	
Mixed Use	
○ Utility	
Residential	
	Select the appropriate construction acti

When you click on the Start and Completion Date, a drop down calendar appears. Select the dates that apply.

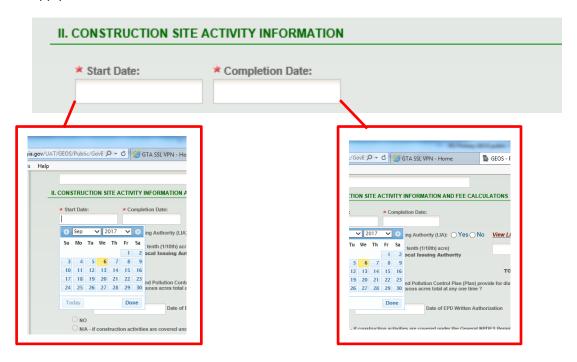


When you have completed this section, go to page 23 "Receiving Water Information".

## **II. Construction Site Activity Information - Common Development-Tertiary**



When you click on the Start and Completion Date, a drop down calendar appears. Select the dates that apply.



When you have completed this section, go to page 23 "Receiving Water Information".

# **III. Receiving Water Information**

Fill in all applicable fields.

III.	RECEIVING WATER INFORMATION
	Get Stream Information
	* A. Name of Initial Receiving Water(s) Fill in the Receiving Water
	□ N/A
	Trout Stream
	Water Supporting Warm Water Fisheries
Select the appropriate	B. Name of MS4 Receiving Waters Fill in the Receiving Water
stream classification.	□ N/A
	Trout Stream
	Water Supporting Warm Water Fisheries
	* Name of MS4 Owner/Operator: Fill in if applicable
	C. Sampling of Receiving Stream(s):
Select all that are applicable.	N/A Trout Stream (Δ 10 NTU) Water Supporting Warm Water Fisheries (Δ 25 NTU)  D. Sampling of Outfall(s):
	□ N/A □ Trout Stream
	Water Supporting Warm Water Fisheries
A sun	nmary chart (if applicable) delineating the following information for each outfall must be attached:
* Nu	Imber of Sampling Outfalls: ★ Construction Site Size (acres):
* Ar	pendix B NTU Value: * Surface Water Drainage Area (square miles):

When selecting the appropriate Outfall(s) sampling, additional boxes will appear. Fill in the boxes before moving to the next section.

## **III. Receiving Water Information (Continued)**

Select the option(s) that apply to the site.

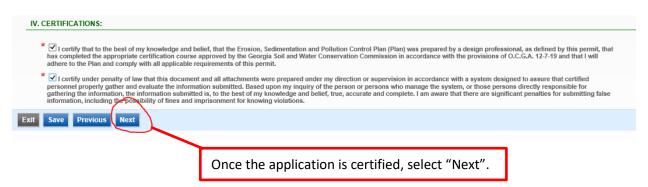
★ E. Does the facility/construction site discharge storm water into an Impaired Stream Segment, or within one (1) linear mile upstream of and within the same watershed as, any portion of an Impaired Stream Segment identified as "not supporting" its designated use(s), as shown on Georgia's most current "305(b)/303(d) List Documents (Final)" listed for the criteria violated, "Bio F" (Impaired Fish Community) and/or "Bio M" (Impaired Macroinvertebrate Community), within Category 4a, 4b or 5, and the potential cause is either "NP" (nonpoint source) or "UR" (urban runoff)?
● No  YES, Name of Impaired Stream Segment(s):  * F. Does the facility/construction site discharge storm water into an Impaired Stream Segment where a Total Maximum Daily Load (TMDL) Implementation Plan for "sediment" was finalized at least six (6) months prior to the submittal of the Initial NOI?
● No  ○ YES, Name of Impaired Stream Segment(s):

Once you have entered all the appropriate information in Section III "Receiving Water Information", continue on the same page to Section IV "Certifications".

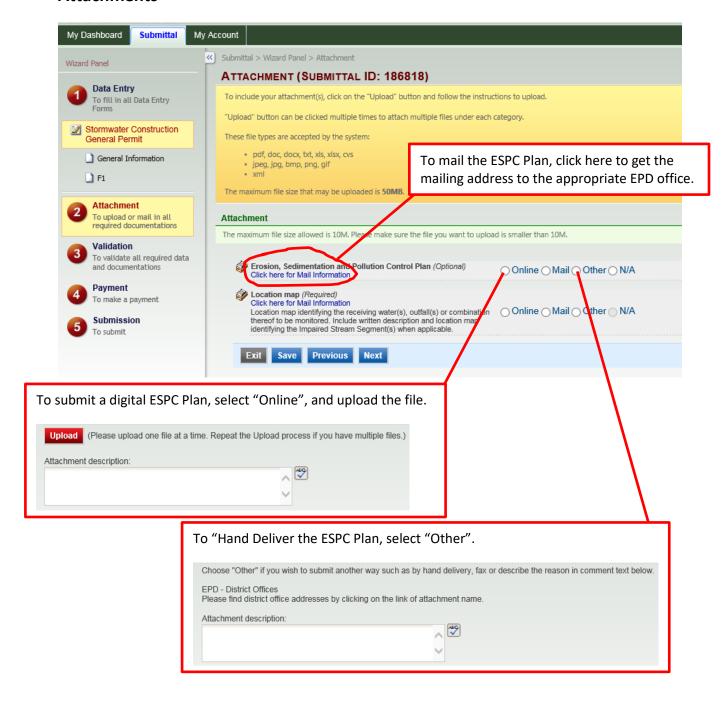
#### **IV.Certifications**

Carefully read the Certifications

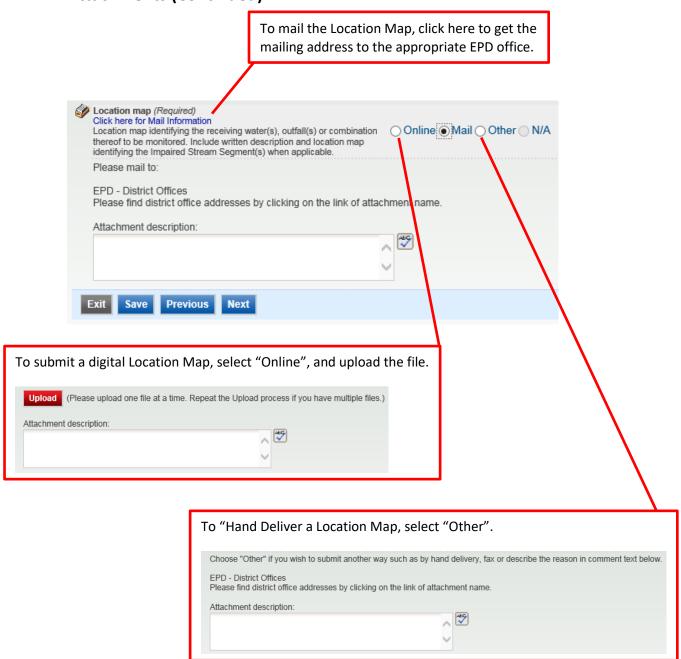
Click both empty boxes to select and confirm agreement.



#### **Attachments**



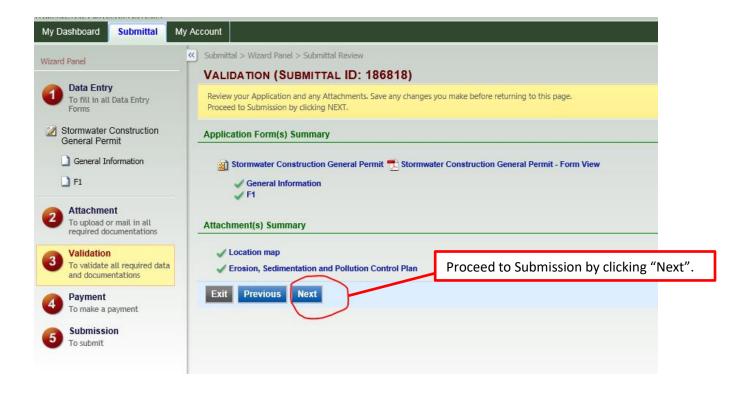
### **Attachments (Continued)**



#### **Validation**

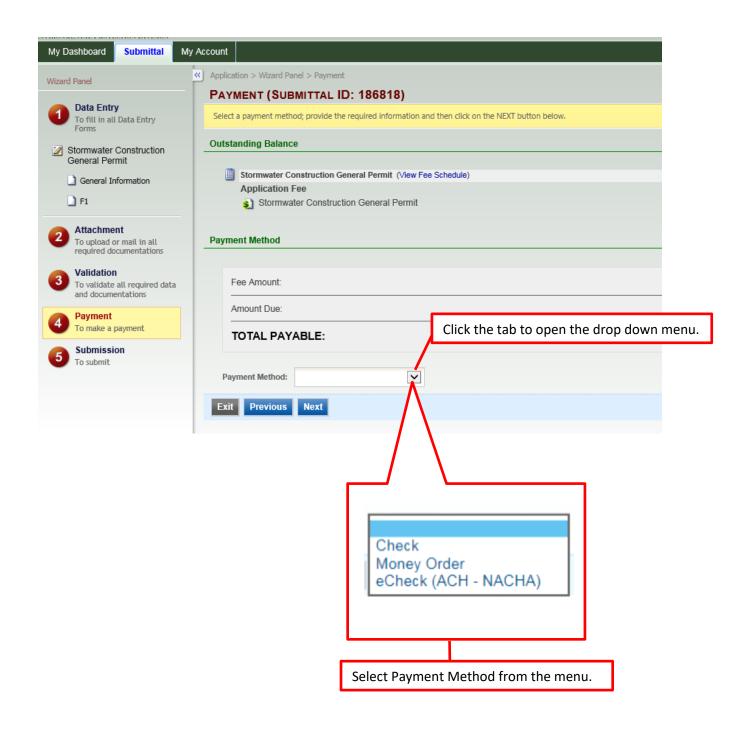
Review your Application and any Attachments.

\*Save any changes you make before returning to this page.

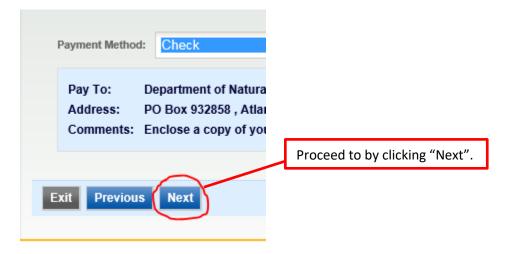


### **Payment**

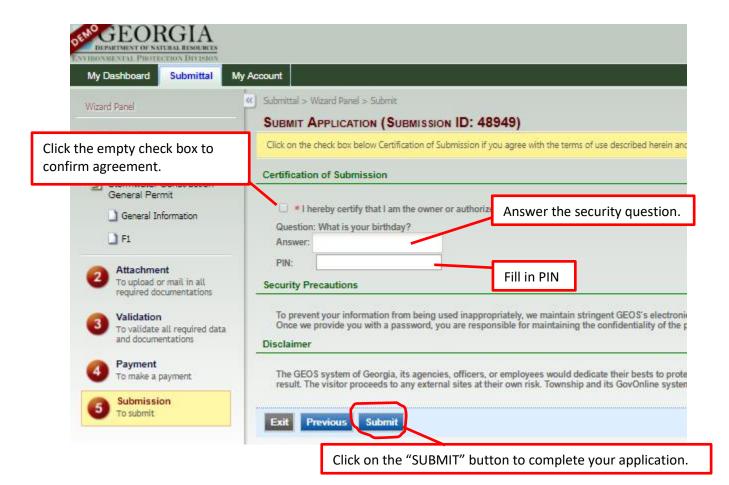
**NOTE:** Fees are associated with Primary Notices of Intent. The fee is \$40 an acre if project is under the jurisdiction of a Local Issuing Authority, and \$80 an acre if there is no Local Issuing Authority or the project does not fall under Local Issuing Authority jurisdiction.



### **Payment (Continued)**

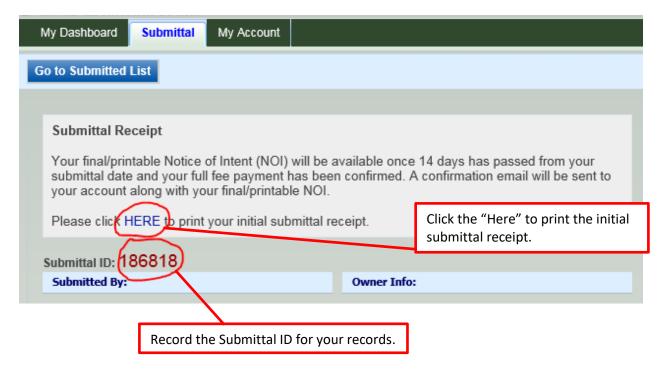


### **Submit Application**



## **Submittal Receipt**

Once you submit your application you will be taken to the Receipt page.



### How to edit a pending submittal using GEOS

