



**Massachusetts Department of Environmental Protection**  
Bureau of Water Resources  
Surface Water Discharge (NPDES) Permitting Program

**WM 15 NPDES General Permit Notice of Intent**  
(Not required for all applications)

## **Instructions and Supporting Materials**

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### **Introduction**

MassDEP *Permit Applications*, as well as *Instructions & Support Materials*, are available for download from the MassDEP Web site at [www.mass.gov/dep](http://www.mass.gov/dep).

*Instructions & Support Materials* contain a series of documents that provide guidance on what needs to be submitted to MassDEP for a complete application.



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# Permit Application Fact Sheet

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### 1. What is the purpose of Submitting a Notice of Intent (NOI) for NPDES General Permits to MassDEP and EPA?

A general permit is not tailored to a specific facility but rather written to cover multiple dischargers with similar operations and types of discharges. Once the permit is issued, dischargers may request coverage, consistent with the permit eligibility and authorization provisions. Dischargers covered under general permits know their applicable requirements before obtaining coverage under that permit. In order to request coverage, an applicant must submit a Notice of Intent (NOI) to EPA and may also, depending on circumstances described below, need to apply to MassDEP.

### 2. Who must apply?

Anyone proposing to discharge wastewater from a point source to surface water must apply to EPA. The following situations require applicants to submit a copy of EPA's Notice of Intent (NOI) to MassDEP and payment (unless exempt):

- Construction General Permit (CGP): Discharges to an Outstanding Resource Water (ORW). The applicant must also submit a copy of the Stormwater Pollution Prevention Plan (SWPPP); a copy of Order of Conditions issued by the municipal Conservation Commission; and the BMP Checklist [<https://www.mass.gov/doc/brp-wm-15-appendix-a-decision-tree-and-list-of-bmps-and-scms-for-construction-sites/download>];
- Multi-Sector General Permit (MSGP): New discharges to an Outstanding Resource Water (ORW). The applicant must also submit a copy of the Stormwater Pollution Prevention Plan (SWPPP);
- Potable Water Treatment Facility General Permit (PWTF GP): New discharges to an ORW or to a High Quality Water;
- Small Wastewater Treatment Facility General Permit (SWWTF GP): All applicants;
- Remediation General Permit (RGP) and former Dewatering General Permit (DGP): Only discharges from non-MCP sites; and
- For other general permits with discharges to ORWs please contact MassDEP's NPDES Section to determine whether an application needs to be submitted.

To determine whether your site lies near an ORW go to MassGIS's Online Mapping Tool

[[http://maps.massgis.state.ma.us/map\\_ol/oliver.php](http://maps.massgis.state.ma.us/map_ol/oliver.php)] and search for your location in the search bar. Then add the ORW layer to the map by selecting "Physical Resources" > "Outstanding Resource Waters" > "Outstanding Resource Waters Outlines" under available data layers.

### 3. What is the application fee?

WM15 fee is \$ 500.

### 4. How do I apply for a permit?

All applications and attachments must be filled out and submitted electronically through the ePlace portal, located here: <https://eplace.eea.mass.gov/citizenaccess>. **Please do not mail these forms to MassDEP.** NPDES specific information about filing in ePlace is available at this weblink: <https://www.mass.gov/how-to/wm-15-npdes-general-permit-notice-of-intent>

First, you will need to create an account in ePlace: <https://eplace.eea.mass.gov/citizenaccess>. Once logged in, click on the large blue button on the right "File an Online Application". After approving the Portal Disclaimer, you will click on "Energy and Environmental Affairs" and check "Apply for DEP Authorization". At that point, the



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WM15 application process is located under NPDES. You will need to attach the WM15 application (available through the EPA website) in the Documents section. Once you submit the application you will receive an email that will provide you the record number. If you have not submitted everything on ePlace, this record number should be used when submitting supporting documentation or payment by mail. From the “My Records” button, you will be able to view the status of your application through the review and approval process.

Additional visual instructions to assist you in claiming your authorization and submitting your renewal application are available at this link: <https://www.mass.gov/how-to/wm-15-npdes-general-permit-notice-of-intent>

To reiterate in a step by step manner,

1. Log in to ePlace and perform the below steps.
  - a. Select “File an online Application”. Click on “Energy and Environmental Affairs” and check “Apply for DEP Authorization”. At that point, the WM15 application process is located under NPDES. You will need to attach the WM15 application (available from the EPA website) in Documents section.
  - b. Complete payment information if applicable in ePlace.
  - c. Note that you can return to an application provided you select “Save and Return Later”. Once you submit an application you can no longer upload documents without approval from MassDEP personnel.
  - d. Once an application has been submitted, you will receive an email that will provide you the record number.
  - e. From the “My Records” button, you will be able to view the status of your application through the review and approval processes.
2. Edit your application
  - a. You are only able to edit your application if you:
    - i. Contact NPDES staff and request edit access.
    - ii. Are prompted to edit a specific part of your application by request of a staff reviewer via the EIPAS system. In this event, go to <https://eplace.eea.mass.gov/citizenaccess>, log into your account and enter or upload the requested information to the specified permit application by clicking “Edit” under the “My Records” tab and resubmit your application. Once submitted, you will once again no longer have editing privileges.

### **5. Where can I get a copy of the timelines?**

The timelines are available on the MassDEP Website:  
<https://www.mass.gov/guides/massdep-permitting-assistance>

### **6. What are annual compliance fees?**

There are no annual compliance fees for WM15 permits, as promulgated in 310 CMR 4.00.



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### **7. How long is the notice of intent in effect?**

EPA issues authorizations to discharge under the general permits. Each general permit is effective for 5 years, but coverage under the permits may be for less than 5 years depending on when the NOI is submitted and approved. Ongoing long-term discharges covered under general permits are administratively continued until a new general permit is issued.

### **8. How can I avoid the most common mistakes made in submitting an application?**

- For technical assistance regarding online filing, contact the ePlace Help Desk Team at 844-733-7522 or [ePLACE\\_helpdesk@state.ma.us](mailto:ePLACE_helpdesk@state.ma.us)
- To see a copy of your application after submittal, also see: <https://eeaonline.eea.state.ma.us/EEA/PublicApp/>
- For additional instructions on ePlace, go to: <https://www.mass.gov/how-to/wm-15-npdes-general-permit-notice-of-intent>
- Make sure the Notice of Intent (NOI) is completed according to EPA instructions.
- Contact MassDEP to determine whether to submit NOI, additional documents, and payment.
- Questions regarding MS4, CGP and MSGP should be directed to [Laura Schifman](mailto:Laura.Schifman@state.ma.us), 617-556-1157.
- Questions regarding PWTF GP should be directed to [Xiaodan Ruan](mailto:Xiaodan.Ruan@state.ma.us), 617-654-6517.
- Questions regarding POTW General Permit (GP) should be directed to [Claire Golden](mailto:Claire.Golden@state.ma.us), 978-694-3244.
- Questions regarding RGP (and former DGP) should be directed to [Cathy Vakalopoulos](mailto:Cathy.Vakalopoulos@state.ma.us), 617-348-4026.
- All other questions should be directed to [Jennifer Wood](mailto:Jennifer.Wood@state.ma.us), 617-654-6536.

### **9. What are the state regulations that apply to these permits? Where can I get copies?**

These regulations include, but are not limited to:

- Surface Water Discharge Regulations, [314 CMR 3.00](#), specifically 314 CMR 3.06.
- Surface Water Quality Standards, [314 CMR 4.00](#).
- Wastewater Treatment Plant Operators, [257 CMR 2.00](#).
- Timely Action Schedule and Fee Provisions, [310 CMR 4.00](#).

Hard copies may be purchased at:

**State Bookstore (in State House)**  
Room 116  
Boston, MA 02133  
617-727-2834

**State Bookstore**  
436 Dwight Street  
Springfield, MA 01103  
413-784-1376



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**A. GENERAL INFORMATION**

1. Information for NPDES general permits for stormwater is found below:

Construction General Permit (CGP):

<https://www.epa.gov/npdes/stormwater-discharges-construction-activities>

Multi-Sector General Permit (MSGP):

<https://www.epa.gov/npdes/final-2015-msgp-documents>

Massachusetts Small Municipal Separate Storm Sewer Systems (MS4) Permit:

<https://www.epa.gov/npdes-permits/massachusetts-small-ms4-general-permit>

Questions should be directed to Laura Schifman, 617-556-1157 or [laura.schifman@mass.gov](mailto:laura.schifman@mass.gov).

2. Information for other NPDES general permits is found below:

Hydroelectric Generating Facilities General Permit (HYDROGP):

<https://www.epa.gov/npdes-permits/draft-general-permit-hydroelectric-generating-facilities-hydrogp-massachusetts-new>

Noncontact Cooling Water General Permit (NCCW GP):

<https://www.epa.gov/npdes-permits/noncontact-cooling-water-general-permit-nccw-gp-massachusetts-new-hampshire>

Pesticide General Permit (PGP):

<https://www.epa.gov/npdes/pesticide-permitting-2016-pgp>

Potable Water Treatment Facilities General Permit (PWTF GP):

<https://www.epa.gov/npdes-permits/potable-water-treatment-facility-general-permit-pwtf-gp-massachusetts-new-hampshire>

Small Wastewater Treatment Facility General Permit (SWWTF GP):

<https://www.epa.gov/npdes-permits/publicly-owned-treatment-works-general-permit-potw-gp-massachusetts-new-hampshire>

Remediation General Permit (RGP):

<https://www.epa.gov/npdes-permits/remediation-general-permit-rgp-massachusetts-new-hampshire>

Vessel and Small Vessel General Permits (VGP and sVGP):

<https://www.epa.gov/npdes/vessels-vgp>



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**B. APPLICATION PROCEDURE**

1. For the most part, general permits are administered by EPA and do not require an application to MassDEP except for the circumstances described below:
  - a. Each of the stormwater general permits administered by EPA is listed in section A.1. under "General Information" above, with links to the EPA websites providing contact information and instructions on how to submit a Notice of Intent (NOI). In addition, the following applicants applying for coverage must also submit a complete copy of EPA's Notice of Intent (NOI) to MassDEP through ePlace, along with payment (unless exempt), and any other required submittals:
    - Those applying for coverage under the CGP with discharge to an Outstanding Resource Water (ORW) shall submit a [CGP Checklist for ORW protection](#);
    - Those who have not been covered under the MSGP previously and are seeking coverage under the MSGP going forward AND are discharging to an Outstanding Resource Water (ORW); and
    - All those applying for coverage under the MS4 Permit.
  - b. Each of the non-stormwater general permits administered by EPA is listed in section A.2. under "General Information" above, with links to the EPA websites providing contact information and instructions on how to submit a Notice of Intent (NOI). In addition, the following applicants applying for coverage must also submit a complete copy of EPA's Notice of Intent (NOI) to MassDEP and payment (unless exempt):
    - All those applying for coverage under the POTW GP;
    - All those applying for coverage under the PWTF GP for the first time and that also discharge to ORWs and High-Quality Waters;
    - Those applying for coverage under the Remediation General Permit (RGP) discharges from non-MCP sites;
    - Those applying for coverage under the DGP with discharge to Class A or Class SA Waters; and
    - Those applying for coverage under the HYDRO GP with discharge to ORWs.
2. For information about EPA NOI forms, please reference the following website:  
<https://www.epa.gov/npdes/submitting-notice-intent-noi-notice-termination-not-or-low-erosivity-waiver-lew-under>