

## **Construction Storm Water Application Frequently Asked Questions**

### **How can I transfer an active Construction Storm Water application to a new Certifying Official?**

Applicants will need to submit a new Notice of Intent (NOI) application with the new Certifying Official information on it. In the application, there is a question that asks if the project is undergoing a transfer, and they will be able to reference the old Construction Storm Water (CSW) permit number. Once the new NOI application is approved, the applicant for the old NOI application can go in and submit the Notice of Termination (NOT), selecting the option for the project undergoing a transfer and referencing the new CSW permit number.

### **How long does it take to get approval once the Notice of Intent has been submitted?**

Applications are typically reviewed in two to three business days, unless a review by the Nebraska Game and Parks Commission (NGPC) is needed. NGPC can take up to 30 days to complete the T&E species review. Applicants can use NGPC's CERT tool ([cert.outdoornebraska.gov](http://cert.outdoornebraska.gov)) to complete their T&E species review before submitting the CSW NOI.

### **Can I modify information on my Notice of Intent after it is submitted?**

The only information the applicant will be able to change after submission is the project end date. To change the Certifying Official, a new NOI will need to be submitted.

### **Can you make one account per business/municipality, or does every applicant need a separate account?**

You may do whichever works best since NDEE has no requirements. Please note applications can only be listed under one applicant/account at a time.

### **Who can submit the Notice of Termination?**

The application can only be listed under one applicant/account at a time. The applicant/account that created the NOI will also have access to fill out the NOT.

### **The person that filled out the Notice of Intent is no longer with the company.**

The permit can be transferred to a new or different account. To have your CSW NOI transferred to a new/different account contact the CSW coordinator.

**Is there a fee for a CSW permit?**

No, there is no fee associated with CSW application for NDEE.

**How do I print the Notice of Intent and Approval Letter to be posted at the construction site?**

Once the NOI has been approved, a copy of the signed NOI is emailed to the certifying official and is available on our website at <http://deq.ne.gov/Publica.nsf/pages/WAT012>.

**DEQ CSW NOI Public Access\*** can be used to retrieve and view documents for a specific Construction Storm Water Project. Enter the Permit Number (i.e.: CSW-201600001) and press Search.

**The certifying official cannot find the DocuSign email.**

DocuSign emails will come from the DEQ Production DocuSign Account via DocuSign (dse\_na2@docuSign.net) email address. The email will be titled "Documents are ready for your signature." If the CO cannot locate the DocuSign email or has deleted the email, contact the CSW coordinator for a new DocuSign email.