

DATE: March 25, 2015



**TO:** Deputy Administrators  
District Engineers, Directors  
Assistant District Engineers-Construction  
Regional Construction Engineers  
Area Engineers  
Regional Environmental Coordinators  
OOC Construction Support Services  
SHA Construction Inspection Personnel  
Consultant Construction Management and Construction Inspection Personnel

**FROM:** Margaret B Martin, PE  
Deputy Director, Field Operations  
Office of Construction

A handwritten signature in black ink, appearing to read "Margaret B Martin", written over the printed name in the "FROM:" field.

**SUBJECT:** National Pollutant Discharge Elimination System (NPDES)  
General Permit and Standard Inspection Form

**SOURCE:** Office of Environmental Design, Environmental Programs Division

**CONTACT:** Don Hoey

**CELL:** 410-440-8473

Please be advised that SHA shall use the attached four page form entitled, "Standard Inspection Form for Maryland Department of the Environment General Permit for Stormwater Associated with Construction Activity," associated with SHA's new 2014 General Permit, effective immediately. The old form shall no longer be used. A general permit is required for all construction activity with a planned total disturbance of one acre or more.

Please see attached memorandum from Robert Shreeve, Deputy Director, Office of Environmental Design, for particulars as to frequency and reporting time period.

Links to the NPDES Form, the MDE October 28, 2014 Fact Sheet, and MDE's State Discharge Permit Number 14GP are available on OOC's web page.

If you have any questions regarding this memorandum, feel free to call your Regional Construction Engineer or your Regional Environmental Coordinator.

cc: Steven Marciszewski, Director, OOC


Lawrence J. Hogan, Jr., Governor  
Boyd K. Rutherford, Lt. Governor



Pete K. Rahn, Acting Secretary  
Melinda B. Peters, Administrator

**MEMORANDUM**

**TO:** Ms. Margaret Martin  
Deputy Director – Field Operations  
Office of Construction

**FROM:** Robert E. Shreeve, Deputy Director  
Office of Environmental Design 

**DATE:** February 12, 2015

**SUBJECT:** National Pollutant Discharge Elimination System (NPDES)

**RE:** General Permit and Standard Inspection Form

The Maryland Department of the Environment has recently issued a new Standard Inspection Form to support the new “NPDES 2014 General Permit for Storm Water Associated with Construction Activity” (General Permit) effective January 1, 2015 (see attached) for any project with one acre or more of disturbance.

All projects that fall under the NPDES Construction Activities General Permit are required to complete the “Standard Inspection Form for Maryland Department of the Environment General Permit for Stormwater Associated with Construction Activity” (See attached). It is required to be filled out once a calendar week (Sunday to Saturday) and the next day after rainfall resulting in runoff. For substantially completed projects meeting stabilization requirements of COMAR 26.17.01.07.B.6(f) and the erosion and sediment control plan; completion of the form once a month is now allowed by the new authorization. The form should be completed as required until the Notice of Termination (NOT) is submitted.

Please inform your construction inspection and management staff of this requirement. It is effective as of January 1, 2015. If you have any questions, comments, about this matter, please contact me at 410-545-8644 or [RShreeve@sha.state.md.us](mailto:RShreeve@sha.state.md.us).

**Attachments**

**CC:** Dana Havlik  
Todd Nichols  
Don Hoey

My telephone number/toll-free number is 410-545-8640

Maryland Relay Service for Impaired Hearing or Speech 1.800.735.2258 Statewide Toll Free

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