



# Notification Form for Project Site Disturbing Less Than One Acre

(To be used for Tenant Improvement Project)

Project Description			
Project Title:			
Project Job No:		Acreage of Site:	
Name of Design Firm:			
Projected Construction Timeframe:			
Description of Project:			

Site Information			
Construction Site Location:			
Tax Map Key No(s):			
Disturbed Area (to nearest tenth of an acre):		Total Project Area (to nearest tenth of an acre):	
Existing Percentage of Impervious Area:		Percentage of Impervious Area After Completion:	

Project Information			
Tenant			
Business Name			
Project Point of Contact:			
(Note: Must be tenant or tenant representative with signatory authority)			
Mailing Address:			
Phone:		Email Address:	
Engineering/Design Company			
Company Name			
Project Point of Contact:			
Mailing Address:			
Phone:		Email Address:	
Construction Contractor			
Company Name			
Project Point of Contact:			
Mailing Address:			
Phone:		Email Address:	

Nearest Water Body Information	
Name of Nearest Receiving Water Body(s) and Distance:	
Any New or Modified Storm Drain Connections:	
Description of Storm Drains On or Adjacent to Project Area (e.g., location or ID#):	



**Signature and Certifications**

**Project Owner/Operator:** Per my signature below, I hereby certify that this project is not part of a Larger Common Plan (LCP) for Development. I understand that additional construction activities at this site may require permit coverage and I am responsible for obtaining any federal, state, or local permits that may be required for this project.

I certify that all land-disturbing construction and associated activity pertaining to this site shall be accomplished pursuant to and in keeping with the terms and conditions of all relevant regulations including, but not limited to, the Federal Clean Water Act (33 USC 1251), Hawaii Revised Statutes 342D, Hawaii Administrative Rules §11-54 and §11-55, Honolulu Harbor and Kalaeloa Barbers Point Harbor's Small Municipal Storm Water Sewer System (Small MS4) National Pollutant Discharge Elimination System Permits (NPDES Permit Nos. HI 03KB482 and HI 03KB488), and Harbors Storm Water Management Plan. Failure to do so may result in penalties. I hereby acknowledge that personnel from the Hawaii Department of Transportation Harbors Division or Hawaii Department of Health has the right of access to the site at all times for the purpose of on-site inspections during the course of construction and to perform inspections following the project completion. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Print Name:

Job Title:

Signature:

Date:

**Review:** HDOT Harbors Engineering Branch Environmental Section.

Print Name:

Harbors Environmental Section Signature:

Date:

Notes:

1. This form is for the use on non-exempt project site that will disturb less than one (1) acre of land and are not a part of Larger Common Plan (LCP) for development. **If this project is part of a LCP for sale or development, this form may not be used.**

2. Please type or print legibly. Please include the originally signed notification form and one (1) copy of a sketched plan outlining the anticipated activities and the location of all proposed sediment and erosion control measures.

3. The following activities, if they do not affect the Harbors storm drainage system, are exempt from any formal project review and construction site best management practices (BMP) inspection requirements under the **Harbors Construction Site Runoff Control Program**.

- Minor land disturbance activities performed on a single lot (such as minor landscaping activities). Activities must disturb no more than 10 cubic yards or ¼ acre.
- Post and pole installation (less than 2 cubic yards excavation at any one contiguous project location).
- Utility repair work (less than 2 cubic yards excavation at any one contiguous project location).
- Parking lot, driveway, and other paved surfaces repair (less than ¼ acre disturbed and no sediment leaves the property).
- All repair and maintenance activities.



Figure 1: Sample Small Project Erosion and Sediment Control Plan Drawing

