

Compliance Bulletin

NPDES Application Paper Reduction - Signature Pages, Maps, Proof of Publication and Final Decision Documents



west virginia department of environmental protection

In effort to reduce paper usage and costs, The West Virginia Department of Environmental Protection (WVDEP) Division of Mining and Reclamation will no longer require paper maps and signature pages to be submitted for NPDES applications. These procedures will reduce efforts and expense for WVDEP as well as the regulated community.

- Applicants will be required to scan the map which will be uploaded to the ESS application. The uploaded map must be notarized and certified by a registered professional engineer or professional surveyor.
- All signature pages and updates (required for each set of corrections) will be scanned, in color, by the applicant and uploaded to the ESS application.
- Applications requiring public notice will be required to attach a scan of the advertisement and proof of publishing, along with an affidavit certifying that the notice was sent to all persons listed on the List of Affected Agencies. Permit writers have been instructed to send a correction in the ESS application requesting the applicant to attach a scan of this information.
- All documents must be scanned as a PDF at the original size.
- WVDEP will no longer be mailing out paper copies of the NPDES permit. Final permitting decision documents will be distributed to applicants in electronic format on a disk.