

Individual Lot NOI

What Is an Individual Lot?

Is a single (individual) residential lot or a collection of lots within a residential subdivision, regardless of lot size or ownership.

When and How Does It Apply?

It applies to individual lot(s) within a residential subdivision where NPDES coverage has been issued.

What Is Required for an Individual Lot Project?

- | | |
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| <input type="checkbox"/> Individual Lot NOI (<i>DHEC Form d-0432</i>) | <input type="checkbox"/> List of Lots Applied For (<i>Lot Numbers</i>) |
| <input type="checkbox"/> Site Plan (<i>Identify Lots & Lot Numbers, BMPs, Drainage Patterns, Proposed & Existing Grades, & Any Easements</i>) (<i>8 ½"x11" or 11"x17" pdf</i>) | <input type="checkbox"/> Narrative |
| <input type="checkbox"/> Details for All BMPS Utilized | <input type="checkbox"/> Permanent Stormwater Maintenance Agreement |

Note: *The Primary Permittee must inform the new lot owner of the Individual Lot Notice of Intent requirements and make the On-Site SWPPP and a copy of the Permit available to the new owner who would be seeking coverage under the permit for the individual lot(s)*

What Is Required With an Individual Lot Project?

The Individual Lot NOI Must Have

- Use SCDHEC NOI Form d-0432
- LCP NPDES Coverage Number (*Section B, #5*)
- Identify All Lots Seeking Coverage (*Section C*)
- All Options in Section D Have Been Initialed
- Signatures Have Been Obtained (*If Primary Permittee's Signature Has Not Been Obtained; Then a Valid Reason Must be Included*)

The Plans Must Show

- Identified Lots to be Graded by Lot Number
- All Proposed Sediment & Erosion BMPs
- Lot Drainage Patterns
- Contours (*Existing and Proposed*)
- Any Modifications to the Plans that Deviate from the Approved Construction Plans

The Plans Must Show

- Stormwater Improvements (*If Applicable*)
- Environmental Features (*Wetlands, Special Flood Hazard Areas, Ditches, etc*) (*If Applicable*)
- Easements

The Narrative Must Have

- Provide a Description of Any Modifications to the SWPPP
- Provide Information on Any Centralized controls or BMPs that will be impacted

Maintenance Agreement

- Provide a Permanent Stormwater Maintenance Agreement for any Permanent Centralized Controls, as Applicable

Resources:

- Individual Lot NOI Application: <http://www.scdhec.gov/library/D-0432.pdf>
- SC NPDES General Permit for Stormwater Discharges from Construction Activities: [Construction General Permit](#)
- SCDHEC BMP Handbook: [DHEC BMP Manual](#)
- Permanent Stormwater Maintenance Agreement: [DHEC Permanent Stormwater Maintenance Agreement](#)
- Land Development Ordinance (Stormwater Pollution Prevention Plans) [Richland County Land Development Code](#)

Details/Specifications: (Below is a list of most commonly used details)

- Individual Lot Protection Detail
- Silt Fence <http://www.scdhec.gov/Environment/docs/sedim-siltFence.pdf>
- Individual Lot Construction Entrance <http://www.scdhec.gov/Environment/docs/Appendix H.pdf>
- Seeding Schedule <http://www.scdhec.gov/Environment/docs/eros-tSeeding.pdf>
- Inlet Protection <http://www.scdhec.gov/Environment/docs/sedim-inletprotect.pdf>
- Check Dams & Sediment Tubes <http://www.scdhec.gov/Environment/docs/Appendix H.pdf>

Special Conditions

- **Positive Drainage: When grading, adding fill, installing the pad and other structures, grading techniques and BMPs must be employed to maintain positive drainage on the site throughout construction.** Positive drainage must be incorporated in the lot construction to divert runoff in the direction of the on-site sediment and erosion control BMPs, permanent stormwater drainage infrastructure, and away from adjacent properties. When adding fill material, the builder must ensure that positive drainage is maintained and that the fill material is contained with appropriate on-site BMPs and stabilized as soon as possible to minimize sediment discharge and erosion. **It is the builder's responsibility to ensure that other properties are not adversely impacted by runoff and other encroachments.**
- **Sensitive Areas:** If a water body or water quality buffer is on the lot(s) or immediately adjacent to the lot(s), the builder must implement appropriate BMPs such as a double row of silt fence, diversions, other appropriate BMPs, and ensure that stabilization measures are implemented to minimize stormwater discharge and sediment & erosion.
- **Easements:** If there is an easement on the lot(s), the easement must be free of all obstructions and it is the builder's responsibility to identify easements prior to construction and ensure that no structures, improvements, or obstructions of any kind encroach upon the easement.

Note: *It is the builder's responsibility to ensure that other properties are not adversely impacted by runoff and other encroachments from the lot(s) they are disturbing.*

Review Process

Step 1: Go to eTrakit (Link) and select “PERMIT” and then SELECT: [**“Level I SWPPP”**]

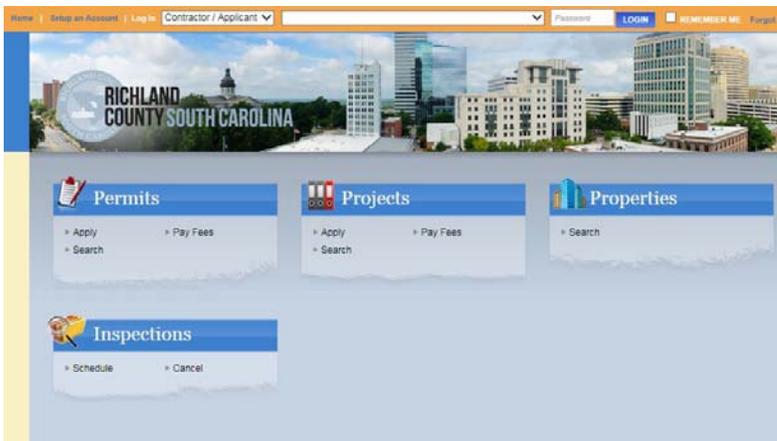
- When adding the name of the project in the eTrakit system, use the following naming convention: **“SUBDIVISION NAME – IL-NOI”**
- Individual Lot NOIs are ‘not’ part of the 18-review process. Individual Lots are reviewed within seven (7) days of completed submittal.

Step 2: The Permit Application is reviewed by the Department within (7) Business days and an email notification will be sent with a status.

- If Approved, the email notification will state this and the applicant can log in to their account to retrieve the approval notice.
- If Disapproved, the email notification will state this and the applicant can log in to their account to retrieve reasons for disapproval.

Step 3: Retrieve status and follow instructions of the status email.

<http://etrakit.rcgov.us/etrakit3/>



www.richlandmaps.com



To SETUP a New Account: <http://etrakit.rcgov.us/etrakit3/publicUserAccount.aspx?action=npa>