



# NOTICE OF TERMINATION (NOT)

CITY OF GREENWOOD  
OFFICE OF STORMWATER MANAGEMENT

**Submit this form to:**

Email: [Stormwater@greenwood.in.gov](mailto:Stormwater@greenwood.in.gov)  
Address: City of Greenwood  
Stormwater Department  
300 South Madison Ave  
Greenwood, IN 46142

**For questions regarding the requirements for the project termination or completion, contact:**

Telephone: (317) 887-4711  
Email: [Stormwater@greenwood.in.gov](mailto:Stormwater@greenwood.in.gov)

*Note: Submission of this Notice of Termination letter is a certification by the project site owner that the project meets the terms and conditions of the Stormwater Management (SWM) Permit for termination of permit coverage.*

## PROJECT NAME AND LOCATION

Permit Number:

Project Name:

*(Note: Provide the project name as it appears on the active "Notice of Intent")*

County:

Company Name:

Project Site Owner's Name *(an individual)*:

Address:

City:

State:

Zip Code:

Telephone:

E-mail Address:

## THIS "NOTICE OF TERMINATION" IS BEING SUBMITTED FOR THE FOLLOWING

*To be eligible for termination, specific criteria must be met. There are three options for which a project may be considered for termination. These options include:*

- Option 1: Certification for change of ownership
- Option 2: Certification of termination of construction activities
- Option 3: Notice of termination to obtain early release from compliance with Stormwater Management Permit.

*Select one of the two options that apply to "Permit Termination" by checking the appropriate box, complete all information associated with that option, include required attachments (where applicable), and complete the "Project Site Owner Responsibility Statement" on page 2 of this form.*

**Option #1 Certification for change of ownership**

This option does not apply to the sale of individual lots within the permitted acreage; only the sale of the entire project site as originally permitted. The agency may accept termination for entire sections or phases of a project that are sold. To determine if a project is eligible, please contact the City of Greenwood Stormwater Department. By signing this "Notice of Termination," I certify the following:

- A. The project was sold; I am no longer the project site owner as was designated in my "Notice of Intent." The new owner of the project site is:

\_\_\_\_\_  
Company Name *(if applicable)*

\_\_\_\_\_  
Project site owner's name *(An individual)*

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
E-mail Address

- B. I have notified the new project site owner of his/her responsibilities to comply with the requirements associated, including filing a new "Notice of Intent."

**Option #2 Certification for termination of construction activities**

By signing this "Notice of Termination," I certify the following:

- A. All land disturbing activities, including construction on all building lots, have been completed and the entire site has been stabilized.
- B. All temporary erosion and sediment control measures have been removed; and
- C. No future land disturbing activities will occur at the project site.

**Option #3 “Notice of Termination” to obtain early release from compliance with the Stormwater Management Permit**

By signing this “Notice of Termination,” I certify the following:

- A. The remaining, undeveloped acreage does not exceed five (5) acres, with contiguous areas not to exceed one (1) acre.
- B. A map of the project site, clearly identifying all remaining undeveloped lots, is attached to this letter. The map must be accompanied by a list of names and addresses of individual lot owners or individual lot operators of all undeveloped lots.
- C. All public and common improvements, including infrastructure, have been completed and permanently stabilized and have been transferred to the appropriate legal entity.
- D. The remaining acreage does not pose a significant threat to the integrity of the infrastructure, adjacent properties, or water quality.
- E. All permanent stormwater quality measures and have been implemented and are operational.

Upon written notification to the department the project site owner certifies that he/she will:

Notify all current individual lot owners and all subsequent lot owners of the remaining undeveloped acreage and acreage with construction activity that they are responsible for complying with. The notice must inform the individual lot owners of the requirements to:

- 1. Install and maintain appropriate measures to prevent sediment from leaving the individual building lot: and
- 2. Maintain all erosion and sediment control measures that are to remain on-site as part of the construction plan.

**PROJECT SITE OWNER RESPONSIBILITY STATEMENT**

By signing this “Notice of Termination” letter, I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

\_\_\_\_\_  
Signature of project site owner

\_\_\_\_\_  
Printed name of project site owner

\_\_\_\_\_  
Date

This “Notice of Termination” must be signed by an individual meeting the signatory requirements of the Stormwater Management Permit.

**FOR AGENCY USE ONLY (FIELD VERIFICATION OF TERMINATION)**

The Stormwater Department may inspect the project site to evaluate the adequacy of the remaining stormwater quality measures and compliance with the Notice of Termination (NOT) requirements of the Construction Stormwater General Permit (CSGP). If the City of Greenwood finds that the project site owner has met with the requirements of the Stormwater Management Permit, they may elect to sign off on the project. It is the responsibility of the project site owner to file the NOT with the Indiana Department of Environmental Management.

**ACCEPTED**

The site referenced above has been inspected and it has been determined that the request to terminate this project is compliant with the requirements of the Stormwater Management Permit for the City of Greenwood.

**DENIED**

The site referenced above has been inspected and it has been determined that the request to terminate this project is not compliant with the requirements of the Stormwater Management Permit. Continue to implement the Stormwater Pollution Prevention Plan and take appropriate measures to minimize the discharge of pollutants.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Agency

\_\_\_\_\_  
Date



**STORMWATER DEPARTMENT**

367 South Washington Street | Greenwood, IN 46143 | 317.887.4711