

*Surface Water Tracking, Reporting, and Electronic
Application Management System (STREAMS)*

**Storm Water Discharges from Small and Large
Construction Activities - General Permit**

Creating Lot Applications

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Construction Storm Water – Electronic Application Overview

The STREAMS service provides the capability to electronically submit Construction Storm Water Lot permit applications that can be accessed via your facilities dashboard (i.e., the opening screen in STREAMS which displays your facilities list). Applications that are created will be listed on the Application List where additional actions may be performed on them (ex. downloading PDF application, edit, delete, and delegate).

Working within your secure eBusiness Center account, the easy-to-use smart forms, paperless one-click submittals, and the ability to make fee payments online make the STREAMS service the go-to destination to submit your Construction Storm Water permit Lot permit application forms – as well as applications for nearly 20 other permit types and dozens of additional reports (ex. non-compliance, priority pollutant report, annual reports, etc.)

Detailed steps on how to fully complete each permit application has been displayed below.

CONTENTS

Construction Storm Water Lot Permitting

1)	Service Activation	-	-	-	-	-	page 3
2)	Finding Facilities and Permits	-	-	-	-	-	page 4
3)	Creating Lot Permit Applications	-	-	-	-	-	Page 5
4)	Completing the Application	-	-	-	-	-	page 7
5)	Terminating Lot Permits	-	-	-	-	-	Page 10
6)	Submitting Applications	-	-	-	-	-	Page 12
7)	Editing, Deleting, and Delegating Applications	-	-	-	-	-	Page 13
8)	Technical Support	-	-	-	-	-	Page 15

Service Activation

Available Services (What is this?)

Service	Action	Status	Facilities	Delegations
Air Services	Request	Inactive	view/edit	
Asbestos Services		Inactive		
Certified Operator Minimum Staffing Reporting		Inactive		
Conference and Events Registration	Request	Inactive	view/edit	
Division of Surface Water Credible Data	Request	Inactive	view/edit	
Division of Surface Water NPDES Permit Applications (STREAMS)		Active		
DMWM License and Registration Service		Inactive	view/edit	
DMWM Solid Waste/C&DD Disposal Fees (Submit Report)	Request	Inactive	view/edit	
DSW 401 Certification and Isolated Wetlands Permit		Inactive	view/edit	
e-Discharge Monitoring Reports (eDMR)	Deactivate	Active	view/edit	view/edit
e-Drinking Water Reports	Request	Inactive	view/edit	
Generic File Upload	Request	Inactive		
Hazardous Waste Report (eDRUMS)	Request	Inactive	view/edit	
OEEF Grant Service (No PIN Required)	Request	Inactive		
Pay Ohio EPA Fees Online	Request	Inactive	view/edit	
Water/Wastewater Exam Providers	Request	Inactive		
Water/Wastewater Operators	Request	Inactive		
Water/Wastewater Training Providers	Request	Inactive		

My Tasks (0)

Name	Status	Created	Action
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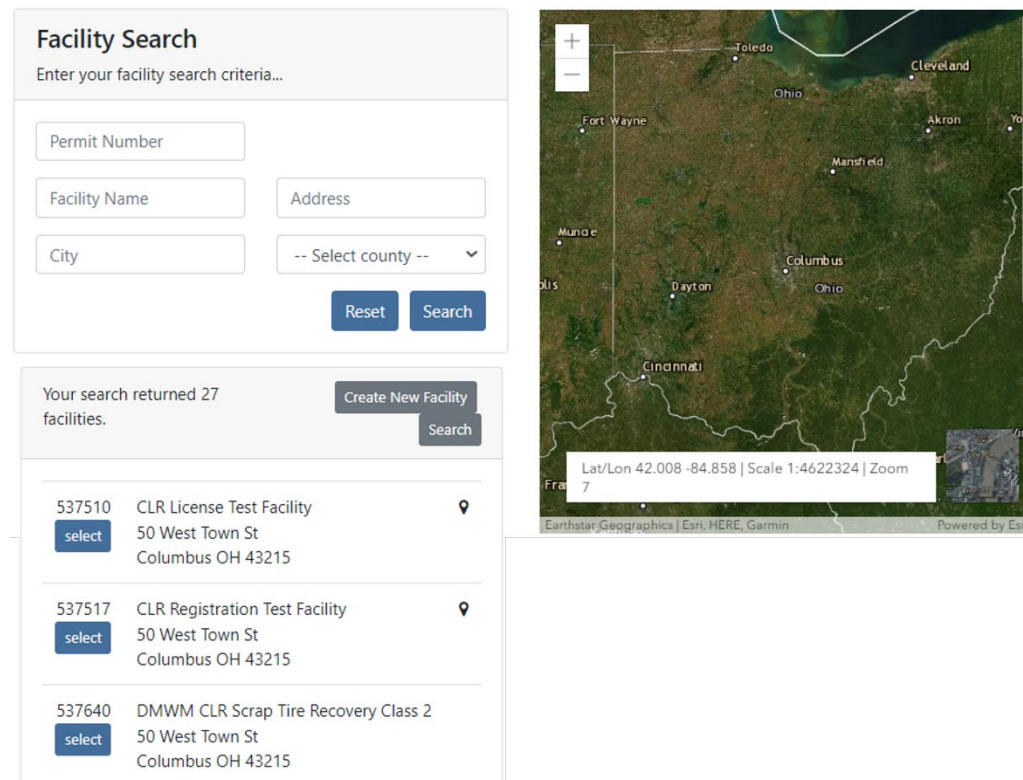
Shown above is the EPA eBusiness Center website (<https://ebiz.epa.ohio.gov>). A *service* is a division within Ohio EPA that offers electronic services.

1. To access STREAMS, click on ***Division of Surface Water NPDES Permit Applications (STREAMS)*** to select the service. The first time this service is selected you will be prompted to activate it – simply click **Yes**. You will now be directed to your facilities dashboard where you can add permits to your personal list/view, complete permit applications and various reports, and make fee payments using the ePayment Service.

Finding Facilities and Permits

Searching for and adding a facility/permit to your facilities dashboard will allow you to manage all your permits, including creating renewal applications, submitting applications, and editing, deleting, and delegating applications.

1. From your facilities dashboard, click the **Add Facility/Permit** button located on the top menu bar, enter the permit number and click the **Search** button. If the permit number is unavailable, select **“I don’t have a permit number”** to enter identifying information into another search field. If valid permit or facility information has been entered, the system will find the facility and display it in the Search Results section.



The screenshot displays the 'Facility Search' interface. On the left, there is a search form with fields for 'Permit Number', 'Facility Name', 'Address', 'City', and a dropdown for '-- Select county --'. Below these fields are 'Reset' and 'Search' buttons. The search results section shows 'Your search returned 27 facilities.' and a 'Create New Facility' button. The results list three facilities, each with a 'select' button:

Permit Number	Facility Name	Address
537510	CLR License Test Facility	50 West Town St Columbus OH 43215
537517	CLR Registration Test Facility	50 West Town St Columbus OH 43215
537640	DMWM CLR Scrap Tire Recovery Class 2	50 West Town St Columbus OH 43215

On the right, a map of Ohio is shown with a location pin over Columbus. A tooltip displays the coordinates: 'Lat/Lon 42.008 -84.858 | Scale 1:4622324 | Zoom 7'. The map is powered by Esri.



2. Click the **Select** button to add the facility to your facilities dashboard.

Creating Lot Permit Applications

The screenshot displays the Ohio EPA - Division of Surface Water web application. At the top, the header includes the title 'Ohio EPA - Division of Surface Water' and the user profile 'STREAMS sw-user'. Below the header is a navigation bar with three main options: 'Home', 'Add Facility/Permit', and 'Create New Permit Application'. The main content area is titled 'My Facilities' and lists three facilities, each with a set of action buttons: 'Facility Information', 'Delegate', and 'Remove'.

Facility Name (ID)	Facility Information	Delegate	Remove
BROOKSIDE CROSSING (3GC00862)			
GRI construction site (4GC08217)			
McClure WWTP (2PA00056)			








1. From your facilities dashboard, click the facility of interest, this will show all related Permits and Applications.

Ohio EPA - Division of Surface Water STREAMS  

[Home](#) [Add Facility/Permit](#) [Create New Permit Application](#)

BROOKSIDE CROSSING (401445) Facility Profile

▼ Permit 3GC00862

ID	Number	Type	Rating	Effective Date	Expiration Date	Status	Actions
191902951	3GC00862*AG	Construction Stormwater	NA	05/27/2004	04/20/2008	Active	<div style="border: 1px solid #ccc; padding: 5px; width: 150px;"> <ul style="list-style-type: none">  Renewal  Terminate  Transfer  Create Report  Create Lot Permit Application  Create Copermittee Permit Application  Download Cover Letter </div>

[▶ Lot Permits 3](#)
[▶ Applications 2](#)

2. Select the *Actions* dropdown to access management tools which will allow you to **Renew, Terminate, or Transfer** the permit— you may also see options to **Create Lot Permit Application** and **Terminate Lot Permit** as well as **Create Copermittee Permit Application** and **Terminate Copermittee Permit**. *NOTE: You can also select **Create Report** to access any number of reporting forms that can be submitted electronically – many of which apply to many of the other 20 permit types that can be accessed within STREAMS.*
3. Click **Create Lot Permit Application** to open the Construction Storm Water lot permit application form.

Completing the Application

Lot Application Form [Form Instructions](#)

General Application Information

Existing NPDES Permit Number
3GC00862*AG

General Permit Number:
OHC000005

Initial Permittee Address:
VICTORIA DR & VALLEY PARK DR
BROADVIEW HEIGHTS OH 44147

Type of Activity:
Construction Site Stormwater General Permit

Initial Permittee Contact Information:
CHRIS BROWN

Applicant Information

Company (Applicant) Name

Company (Applicant) Mailing Address

Country

1. Begin by reviewing and completing the Applicant Information/ Mailing Address section. This includes the Company (Applicant) Mailing Address and Contact Info.
2. The Facility/Site Location Information section is prepopulated from the agency permit database and cannot be changed on the form.

Facility/Site Location Information

Facility Name
BROOKSIDE CROSSING

Facility/Site Location

Address/Location
VICTORIA DR & VALLEY PARK DR

Address Line 2
Address

City State Zip Code
BROADVIEW HEIGHTS OH 44147

County and Township Information

County(ies)	Township(s)
CUYAHOGA	

3. Complete the Lot Collection section, click **Add NOI Lot** and add lot information.

Lot Form

Lot Information

Lot Number (max 25 characters)

Estimated Start Date

Estimated Completion Date

Estimated Disturbed Acres

4. Fill out the lot number, start date, estimated completion date, and estimated disturbed acreage and click **Save** and **Close** to return to the Lot Application.
5. When complete, click the **Validate** button to check for errors within in the form – they will be highlighted in **Red**. If no errors exist, click the **Submit** button to submit the form or the **Save** button to Save and Exit. *NOTE: The option to print, delete, edit, and delegate the application will be available from the Facility Profile.*

Terminating Lot Permits

BROOKSIDE CROSSING (401445) Facility Profile

▼ Permit 3GC00862

ID	Number	Type	Rating	Effective Date	Expiration Date	Status	Actions
191902951	3GC00862*AG	Construction Stormwater	NA	05/27/2004	04/20/2008	Active	Actions ▾

▼ Lot Permits 3

ID	Name	Number	Permit Number	Effective Date	Expiration Date	Status	Actions
191939296	PRESTIGE & PREMIER DEVELOPMENT CO	2		01/25/2011	10/25/2011	Revoked	N/A
191939297	PRESTIGE & PREMIER DEVELOPMENT CO	8		02/11/2008	NA	Active	Actions ▾
257537622	testlot	222555		02/08/2022	04/20/2022	Active	View Application Terminate Download Cover Letter Download Application PDF

Filter all columns

First Previous

1. To terminate a lot, click the facility of interest on your facility dashboard, then click the permit of interest. Click the **Actions** dropdown and select **Terminate**.
2. First click the Reason for Termination dropdown to select from 6 different reasons. If you select the last option, labeled as Other, an addition window will appear where you can manually type in a reason.

Notice of Termination Application Form

[Form Instructions](#)

General Application Information

Type of Permit
Lot

General Permit Number: 3GC00862*AG Type of Activity: Construction Stormwater

Reason for Termination
--Select a Reason For Termination --

Original Applicant Information

Company (Applicant) Name
testlot

Company (Applicant) Mailing Address

Country
USA

3. Review and complete the Applicant Information/ Mailing Address section. This includes the Company (Applicant) Mailing Address and Contact Info.
4. The Facility/Site Location Information section is prepopulated from the agency permit database and cannot be changed on the form.

Lot Collection to be Terminated

Available Lots

Filter...

222555 - (testlot)
8 - (PRESTIGE & PREMIER DEVELOPMENT CO

Selected Lots

Filter...

- Finally highlight the Lot(s) to be terminated and click the > button to select it. If you have selected an incorrect Lot, highlight it and click the < button. You now have the option to click the **Validate** button to check for errors within in the form – they will be highlighted in **Red**. If no errors exist, you can click the **Submit** button to submit the form or the **Save** button to Save and Exit.
NOTE: The option to print, delete, edit, and delegate the application will be available from the Facility Profile.

Submitting Applications

When you click the **Submit** button, you will be prompted to answer a security question and enter your PIN (i.e., your personal electronic signature) setup when first creating your eBusiness Center account. Enter this information and click the **Submit** button. Entering in an incorrect security question answer or PIN will result in a red error message. If you need assistance recovering a PIN, refer to eBiz Help on the [Ohio EPA's eBusiness Center](#) main page.

Editing, Deleting, and Delegating Applications

BROOKSIDE CROSSING (401445) Facility Profile

▼ Permit 3GC00862

ID	Number	Type	Rating	Effective Date	Expiration Date	Status	Actions
191902951	3GC00862*AG	Construction Stormwater	NA	05/27/2004	04/20/2008	Active	Actions ▾

➤ Lot Permits 3

▼ Applications 2

ID	Permit Number	Type	Coverage	Application Type	Updated	Status	Visibility	Actions
257536621	3GC00862*AG	Construction Stormwater	Regular	Termination	02/04/2022	Edit	Private	Actions ▾
257537623	3GC00862*AG	Construction Stormwater	Lot	Termination	02/08/2022	Edit	Private	Actions ▾

Filter all columns

First Previous 1 Next

- Edit
- Delete
- Modify Visibility
- Delegate

If you saved the application form and chose not to submit it immediately, it will now be housed on the Application List on the Facility Profile where you can now perform the tasks under the *Actions* dropdown. You have the ability to **Download a PDF copy** of the application, open the application back up in *Edit* mode, **Delete** it, or **Delegate** the application to another eBusiness Center account holder (ex. one person prepares the application, another person submits it).

If you decide to delete the application form that you have created, simply click on the *Actions* dropdown and select **Delete**. A confirmation window will prompt you to confirm the deletion of the application. If confirmed, the application will no longer be accessible on the STREAMS system.

If you choose to delegate an application form, simply click on the **Actions** dropdown and select **Delegate**. The system will prompt you to search for the account holder that you want to delegate to. If you know their eBusiness Center account User ID, simply type it in and click **Search**. TIP: Do not fill in all search fields (for example, if you do not know the User ID, simply type in their last name and click **Search**.)

Search Account and Delegate Application ×

You have chosen to delegate application (257476868). Please select the eBusiness Center account you would like to assign this delegation.

User ID

First Name

Roberts

Search
Reset

Your search returned 88 accounts.

User ID	User Details	Select
1061202	Johnathon Roberts	<input type="radio"/>
6231741131	Craig Roberts	<input type="radio"/>
71448170	darius roberts	<input type="radio"/>
72108865	Kenneth Roberts	<input type="radio"/>
73006610	Joseph Robertson	<input type="radio"/>
76252667	Mark Roberts	<input type="radio"/>
76991916	Larry Roberts	<input type="radio"/>

The example above is a search by the Last Name of “Roberts”. The system returns a list of all user names that match, simply click the **Select** button to delegate access to the application/report that you have created and saved. A confirmation will be shown of the account holder that you selected, click the **Delegate** button to complete the delegation. At this point, the account holder you have delegated can log into their personal eBusiness Center account and will have the application/report listed on their dashboard.

Technical Support

For permit specific questions, contact the particular permit section at Ohio EPA or your Ohio EPA permit writer assigned to the particular permit.

Michael Joseph, (614) 752-0782, Mike.Joseph@epa.ohio.gov

For technical assistance with STREAMS or any of the Division of Surface Water's Electronic Business Services, don't hesitate to contact the system administrator. The administrator urges each account holder to develop a positive working relationship with DSW to remain current on relevant topics, obtain value-added tips, streamline efforts, and to always have a go-to contact when you need one.

The preferred method of communication is through email as the administrator can email you personalized click-by-click instructions. If you leave a voice mail or send an email, you will receive expert advice from the administrator -- nearly 95% of technical assistance requests are handled within minutes, but can take up to 24 hours if the administrator is out of the office or away from the desk.

BUSINESS HOURS: Mon- Fri: 7:00 a.m. – 5:00 p.m.

For further assistance, contact us at dsw.eBIZhelp@epa.ohio.gov

eBusiness Center Helpdesk (PINS & Passwords): (877) 372-2499