Instructions for Renewing your Permit

To access your Renewal for your Construction Stormwater permit, you must access it through Washington’s secure gateway to many government services: SecureAccess Washington (SAW).

1. Sign up for a SecureAccess Washington (SAW) account:
   (If you already have a SAW account, Skip to Step 2)
   • Go to: https://secureaccess.wa.gov/ecy/wqwebportal
   • Complete the sign-up sequence by creating a new account.
   • You will receive an email to activate your account.

2. Add a service for WQWebPortal
   (If you already added WQWebPortal to your account, go to Step 3)
   • Log into your SecureAccess Washington (SAW) account.
   • Click on “Add New Service”. Click in the box “I would like to browse a list of services.”
   • Click on “Department of Ecology”.
   • Look for “Water Quality Permitting Portal (WQWebPortal)” and click “Apply”.
   • Click “Ok” and then Click “Access” and then “Continue” to the Home Page.

3. Water Quality Permitting Portal
   • Click “Permit Coverage – Renewal – Notice of Intent (NOI)”:
(Step 3 Continued)

- Click RENEW button

Enter your whole permit # (including ‘WAR’) and click the LOAD button.

Review each application tab for accuracy and make needed updates. Once you load the Renewal once, you are the only person who can access this.
Where can I find the existing Renewal I started?

- Click on top of page “Search My NOI” or
- At the bottom of page “Search my existing Notice of Intent (NOI) applications and renewals”

To submit the Renewal application once complete:

- Print and Review the Renewal at top of page (see greenlight)
- If you are not the Permittee, print the Paper Certification Page for the Permittee to sign and email* to resource mailbox ecyrewqianoi@ECY.WA.GOV. *NOTE: When it’s safe for you to post mail the original, please mail to the address on bottom of form.