



New Jersey Department of Environmental Protection
Bureau of Nonpoint Pollution Control

P.O. Box 029
Trenton, N.J. 08625-0029
Tel: 609-633-7021 or 292-0407
Fax: 609-984-2147

<http://www.nj.gov/dep/stormwater/>



**New Jersey Pollutant Discharge Elimination System
Request for Authorization (RFA) Form**

NJPDES General Permit No. NJG0088323

Stormwater Discharge Associated with Construction Activity

Please follow all instructions carefully. Omissions may delay your permit authorization request. **SIGN** where indicated on page 4. **PRINT OR TYPE** all information. Attach additional sheets as necessary. **Any project in the Highlands Preservation Area must have a Highlands Approval or Eligibility Determination Attached.**

Important– Do not submit this form without the following codes (unless applying as a single family home not deemed a project by the local soil conservation district office). **The application will not be processed without this information.**

1. Soil Erosion and Sediment Control Plan Verification

SCD Name: _____ SCD Certification Code: _____ 251 Identification Code: _____

2. Site Information

- a. Project/Facility Name _____
- b. Location address with number (No PO Box) _____
- c. City _____ d. Municipality _____ e. County _____
- f. Block Number _____ g. Lot Number _____
- h. Zip Code _____

3. Fees/ Billing Contact Information

- a. Contact Person _____ b. Title _____
- c. Organization/Company Name _____
- d. Street Address _____
- e. City/Town _____ f. State _____ g. Zip Code _____
- h. Mailing Address _____
- i. City/ Town _____ j. State _____ k. Zip Code _____
- l. Telephone Number _____ m. Fax Number _____
- n. E-Mail Address _____

4. Owner (s) of Project Contact Information (Check if same as No.3 ___)

- a. Contact Person _____ b. Title _____
- c. Organization/Company Name _____
- d. Street Address _____
- e. City/Town _____ f. State _____ g. Zip Code _____
- h. Mailing Address _____
- i. City/ Town _____ j. State _____ k. Zip Code _____
- l. Telephone Number _____ m. Fax Number _____
- n. E-Mail Address _____

5. Permittee Contact Information (Check if same as No.3 ___/No.4 ___)

- a. Contact Person _____ b. Title _____
- c. Organization/Company Name _____
- d. Street Address _____
- e. City/Town _____ f. State _____ g. Zip Code _____
- h. Mailing Address _____
- i. City/ Town _____ j. State _____ k. Zip Code _____
- l. Telephone Number _____ m. Fax Number _____
- n. E-Mail Address _____
- o. Organization Type: i. Commercial _____ ii. Industrial _____ iii. Single Family _____ iv. Public _____
v. Public School (K-12), Religious, Charitable _____ vi. Other (specify) _____

6. Description of Current and Proposed Land Use

- a. Proposed Land Use _____

- b. Area of Disturbance (acres) _____
- c. Describe the current land use and the general nature of the disturbance activity _____

7. NJ State Plane (NAD83) Coordinates of Center of Site – US Feet

Easting (x) _____ Northing(y) _____

8. Attachments

- a. \$450.00 Fee for projects disturbing less than five (5) acres
- b. \$650.00 Fee for projects disturbing greater than five(5) acres

Payable to "Treasurer – State of New Jersey"

(Circle payment type and enter document number below)

Check No. _____ Voucher No. _____ *Exempt _____

*Public Schools (K-12), Religious and Charitable Organizations are exempt from NJPDES permit fees.

WHO MUST SIGN?

A Responsible Official is defined in N.J.A.C. 7:14A – 4.9 as follows:

For a corporation: A president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions for the corporation; or the manager of one or more manufacturing, production, or operating facilities, provided:

- (1) The manager is authorized to make management decisions that govern the operation of the regulated facility, including having the explicit or implicit duty of recommending major capital investment, initiating and directing comprehensive measures to assure long term compliance with environmental laws and regulations, and ensuring that the necessary systems are established or actions taken to gather complete and accurate information for permit application requirements; or
- (2) The authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

For a partnership or sole proprietorship: A general partner or the proprietor.

For a government agency: A ranking elected official; or the chief executive officer of the agency; or a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., Regional Administrator).

A duly authorized representative as defined in N.J.A.C. 7:14A – 4.9(b).

"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 purposely, knowingly, recklessly, or negligently submitting false information."

Facility Name: _____
(print)

(print, if applicable, name of corporation, partnership, or public agency submitting this certification)

(signature)

(date)

(print name)

(title)

All Completed RFA forms shall be submitted to:

Office of Permit Management
Division of Water Quality
P.O. Box 029
Trenton, New Jersey 08625-0029

SOIL CONSERVATION DISTRICTS IN NEW JERSEY

DISTRICT	ADDRESS	PHONE # & EMAIL	FAX#
BERGEN	700 Kinderkamack Road, Ste. 106 Oradell 07649	(201)261-4407 acaruso@bergenscd.org	(201)261-7573
BURLINGTON	1971 Jacksonville-Jobstown Road Columbus 08022 Hainsport 08036	(609)267-7410 dvarus@bscd.org	(609)267-3347
CAMDEN	423 Commerce Lane, Suite 1 W. Berlin 08091	(856)767-6299 robert.dobbs@camdenscd.org	(856)767-1676
CAPE-ATLANTIC	Atlantic County Office Building 6260 Old Harding Highway Mays Landing 08330	(609)625-3144 capeatlanticscd@comcast.net	(609)625-7360
CUMBERLAND- SALEM	PO Box 68, 1516 Route 77, Deerfield 08313	(856)451-2422 cumbsoil@aol.com	(856)451-1358
FREEHOLD (Monmouth & Middlesex)	4000 Kozloski Road, PO Box 5033 Freehold 07728-5033	(732)683-8500 info@freeholdscd.org	(732)683-9140
GLOUCESTER	14 Parke Place, Suite C Sewell 08080	(856)589-5250 gloucester@gloucesterscd.org	(856)256-0488
HUDSON-ESSEX & PASSAIC	15 Bloomfield Avenue North Caldwell	(973)364-0786 hepscd@bellatlantic.net	(973)364-0784
HUNTERDON	687 Pittstown Road Frenchtown 08825	(908)788-9466 hscd@att.net	(908)788-0795
MERCER	508 Hughes Drive Hamilton Square 08690	(609)586-9603 mercersoil@aol.com	(609)586-1117
MORRIS	Court House, PO Box 900 Morristown 07960	(973)285-2953 morris@mcsd.org	(973)285-8345
OCEAN	714 Lacey Road Forked River 08731	(609)971-7002 info@oscd.org	(609)971-3391
SOMERSET-UNION	Somerset County 4-H Center 308 Milltown Road Bridgewater 08807	(908)526-2701 soilconsrv@co.somerset.nj.us	(908)526-7017
SUSSEX	186 Halsey Road, Suite 2 Newtown 07860	(973)579-5074 sussex@sussexscd.org	(973)579-7846
WARREN	224 Stiger Street Hackettstown 07840	(908)852-2579 wscd@verizon.net	(908)852-2284

State Soil Conservation Committee
New Jersey Department of Agriculture
PO BOX 330, Trenton, New Jersey 08625
Telephone:609-292-5540 Fax:609-633-7229
Office Hours 8:30am to 5:00 pm