

**FOR DISTRICT USE ONLY**

SCD Name: \_\_\_\_\_  
SCD RFA # \_\_\_\_\_  
FEE Paid \_\_\_\_\_  
Check # \_\_\_\_\_  
Voucher # \_\_\_\_\_  
Date RFA Rec'd \_\_\_\_\_  
RFA Cert. Date \_\_\_\_\_  
Ch. 251 App.# \_\_\_\_\_

N.J. Department of Environmental Protection  
Bureau of Nonpoint Pollution Control  
*In cooperation with the*  
N.J. Department of Agriculture  
State Soil Conservation Committee  
and Soil Conservation Districts



**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 AND DATE** where indicated on page 3. **PRINT OR TYPE** all information. Submit the completed RFA to the appropriate Soil Conservation District office listed on page. 4. Attach additional sheets as necessary. \* **Any project in the Highlands Preservation Area must have a Highlands Approval or Eligibility Determination attached.**

**1. Location of Project or Facility**

- a. Project or Facility Name \_\_\_\_\_  
b. Street Address with number (No. P.O. box Nos.) \_\_\_\_\_  
c. Municipality \_\_\_\_\_ d. County \_\_\_\_\_  
e. Block Number \_\_\_\_\_ f. Lot Number \_\_\_\_\_  
g. ZIP Code \_\_\_\_\_ h. Contact Person \_\_\_\_\_  
i. Telephone Number \_\_\_\_\_ j. Fax Number \_\_\_\_\_

**2. Owner(s) of Project of Facility**

- a. Name \_\_\_\_\_  
b. Permanent Legal Address \_\_\_\_\_  
c. City or Town \_\_\_\_\_ d. State \_\_\_\_\_ e. ZIP Code \_\_\_\_\_  
f. Contact Person \_\_\_\_\_  
g. Telephone Number \_\_\_\_\_ h. Fax Number \_\_\_\_\_  
i. Parent Company \_\_\_\_\_

Mailing Address \_\_\_\_\_

City or Town \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_

**Request for Authorization (RFA) Form (continued)**  
NJPDES General Permit No. NJG0088323  
Stormwater Discharge Associated with Construction Activity

**3. Operating Entity\***

- a. Name \_\_\_\_\_
- b. Permanent Legal Address \_\_\_\_\_
- c. City or Town \_\_\_\_\_ d. State \_\_\_\_ e. ZIP Code \_\_\_\_\_
- f. Contact Person \_\_\_\_\_
- g. Telephone Number \_\_\_\_\_ h. Fax Number \_\_\_\_\_
- i. Parent Company \_\_\_\_\_ Telephone Number \_\_\_\_\_
- Mailing Address \_\_\_\_\_ Fax Number \_\_\_\_\_
- City or Town \_\_\_\_\_ State \_\_\_\_ ZIP Code \_\_\_\_\_

\*Note – The Operating entity has operational control over site specifications or over those daily activities necessary to ensure compliance with permit conditions.

**4. Description of Current and Proposed Land Use**

- a. Proposed Use (check the applicable category(ies))
- i. Residential Dwelling: \_\_\_\_ Single Family \_\_\_\_ Multi Family
- ii. \_\_\_\_ Commercial Facility iii. \_\_\_\_ Industrial Facility
- iv. \_\_\_\_ Public School, Religious or Charitable Institution
- v. \_\_\_\_ Other (specify) \_\_\_\_\_
- b. Area of Disturbance (acres) \_\_\_\_\_
- c. Describe the current land use and general nature of disturbance activity \_\_\_\_\_
- d. Stormwater discharges to \_\_\_\_\_ watershed and  
major water body: \_\_\_\_\_.

**5. Coordinates of Center of Site in Decimal Degrees**

Latitude \_\_\_\_\_ Longitude \_\_\_\_\_

**6. Attachments**

- a. \$300.00 Fee – Payable to “Treasurer – State of New Jersey”  
(Circle payment type and enter document number below)  
Check No. \_\_\_\_\_ Voucher No. \_\_\_\_\_

For further information contact the local Soil Conservation District (see page 4)



**RFA Certification**  
**Construction General Permit**  
NJPDES General Permit No. NJG0088323



“I certify under penalty of law that this Request for Authorization and all attached documents 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. As far as I know, none of the stormwater discharges for which this Request for Authorization is submitted are excluded from authorization by part I.A.2, A.3 or B of NJPDES Permit No. NJG0088323.

“I am aware that pursuant to the Water Pollution Control Act (see N.J.S.A. 58:10A-10f(2) and (3)), there are significant civil and criminal penalties for making a false statement, representation or certification in any application, records, or other document filed or required to be maintained under that Act, including fines and/or imprisonment.”

**WHO MUST SIGN?**

**FOR A CORPORATION:** a “responsible corporate officer” or duly authorized representative. A “responsible corporate officer” is (i) 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 (ii) the manager of one or more manufacturing, production, or operating facilities employing more than 250 persons or having gross annual sales or expenditures exceeding \$25 million (in second-quarter 1980 dollars), if 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, respectively, or duly authorized representative.

**FOR A MUNICIPALITY, STATE, FEDERAL OR OTHER PUBLIC AGENCY:** either a principal executive officer or ranking elected official, or duly authorized representative.

A “responsible corporate officer”, general partner, proprietor, principal executive officer of a public agency, or ranking elected official may assign his her signatory authority for this Certification to a duly authorized representative, which is a named person or generic position having overall responsibility for facility operation or the permittee’s environmental matters, by submitting a letter to the Soil Conservation District (see page 4) stating said authority and naming the person or position.

**Facility Name:** \_\_\_\_\_  
(print)

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

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(print name)

### SOIL CONSERVATION DISTRICTS IN NEW JERSEY

DISTRICT	ADDRESS	PHONE # & EMAIL	FAX#
BERGEN	700 Kinderkamack Road, Ste. 106 Oradell 07649	(201)261-4407 <a href="mailto:acaruso@bergenscd.org">acaruso@bergenscd.org</a>	(201)261-7573
BURLINGTON	1971 Jacksonville-Jobstown Road Columbus 08022 Hainsport 08036	(609)267-7410 <a href="mailto:dyarus@bscd.org">dyarus@bscd.org</a>	(609)267-3347
CAMDEN	423 Commerce Lane, Suite 1 W. Berlin 08091	(856)767-6299 <a href="mailto:robert.dobbs@camdenscd.org">robert.dobbs@camdenscd.org</a>	(856)767-1676
CAPE-ATLANTIC	Atlantic County Office Building 6260 Old Harding Highway Mays Landing 08330	(609)625-3144 <a href="mailto:capeatlanticscd@comcast.net">capeatlanticscd@comcast.net</a>	(609)625-7360
CUMBERLAND- SALEM	PO Box 144, Route 77 Deerfield 08313	(856)451-2422 <a href="mailto:cumbsoil@aol.com">cumbsoil@aol.com</a>	(856)451-1358
FREEHOLD (Monmouth & Middlesex)	4000 Kozloski Road, PO Box 5033 Freehold 07728-5033	(732)683-8500 <a href="mailto:info@freeholdscd.org">info@freeholdscd.org</a>	(732)683-9140
GLOUCESTER	14 Parke Place, Suite C Sewell 08080	(856)589-5250 <a href="mailto:gloucester@gloucesterscd.org">gloucester@gloucesterscd.org</a>	(856)256-0488
HUDSON-ESSEX & PASSAIC	15 Bloomfield Avenue North Caldwell	(973)364-0786 <a href="mailto:hepscd@bellatlantic.net">hepscd@bellatlantic.net</a>	(973)364-0784
HUNTERDON	687 Pittstown Road Frenchtown 08825	(908)788-9466 <a href="mailto:hscd@att.net">hscd@att.net</a>	(908)788-0795
MERCER	508 Hughes Drive Hamilton Square 08690	(609)586-9603 <a href="mailto:mercersoil@aol.com">mercersoil@aol.com</a>	(609)586-1117
MORRIS	Court House, PO Box 900 Morristown 07960	(973)285-2953 <a href="mailto:morrissoil@optonline.net">morrissoil@optonline.net</a>	(973)285-8345
OCEAN	714 Lacey Road Forked River 08731	(609)971-7002 <a href="mailto:info@oscd.org">info@oscd.org</a>	(609)971-3391
SOMERSET-UNION	Somerset County 4-H Center 308 Milltown Road Bridgewater 08807	(908)526-2701 <a href="mailto:soilconsrv@co.somerset.nj.us">soilconsrv@co.somerset.nj.us</a>	(908)526-7017
SUSSEX	186 Halsey Road, Suite 2 Newtown 07860	(973)579-5074 <a href="mailto:sussex@sussexscd.org">sussex@sussexscd.org</a>	(973)579-7846
WARREN	224 Stiger Street Hackettstown 07840	(908)852-2579 <a href="mailto:wscd@verizon.net">wscd@verizon.net</a>	(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