



**Connecticut Department of
Energy & Environmental Protection**
Bureau of Water Protection & Land Reuse
Remediation Division

Individual Application for a Stewardship Permit

Please complete this form in accordance with the [instructions](#) (DEEP-REMSTWD-INST-100) to ensure the proper handling of your application. Print or type unless otherwise noted. You must submit the initial fee, a copy of the published notice of permit application and the completed [Certification of Notice Form](#) along with this form.

CPPU USE ONLY	
App #:	_____
Doc #:	_____
Check #:	_____
Program: Remediation-Stewardship	

Part I: Application Type and Description

Check the appropriate box identifying the application type.

<p>This application is for (check one):</p> <p><input type="checkbox"/> A <i>new</i> application</p> <p><input type="checkbox"/> A <i>renewal</i> of an existing permit</p> <p><input type="checkbox"/> A <i>modification</i> of an existing permit</p>	<p>Please identify any previous or existing permit number in the space provided.</p> <p>Existing permit number: _____</p> <p>EPA Identification number: _____</p>
<p>Applicant Name: _____</p> <p>Site address: _____</p> <p>Town where site is located: _____</p> <p>Brief Description of Project: _____</p>	

Part II A: Permit Type and Fee Information

The fee for municipalities is 50% of the below listed rate. The application will not be processed without the fee. The fee shall be non-refundable and shall be paid by check or money order to the Department of Energy and Environmental Protection.

Type of Stewardship Permit	Application or Renewal Fee	DEEP Use Only
<input type="checkbox"/> RCRA Corrective Action and Long-Term Stewardship Obligations <small>Check only one.</small>	\$4,000.00	[#2305]
<input type="checkbox"/> Non-RCRA Long-Term Stewardship Obligations	\$4,000.00	[#2306]
<input type="checkbox"/> RCRA Corrective Action Management Unit (CAMU) for On-Site Management of Remediation Waste	\$4,000.00	[#2307]

Part II B: Permit Modification and Fee Information

Note: If you are seeking a RCRA permit modification you should send an e-mail to DEEP.REMStewardship@ct.gov prior to submitting a permit application to determine what materials you will be required to submit for your type of modification.

Type of Permit Modification for a RCRA Stewardship Permit	Fee	DEEP Use Only
Check the appropriate box:		
<input type="checkbox"/> Class I Permit Modification (Not Requiring Approval of the Commissioner)	\$470.00	[#2308]
<input type="checkbox"/> Class I Permit Modification (Requiring Approval of the Commissioner)	\$940.00	[#2309]
<input type="checkbox"/> Class II or Class III Permit Modification	\$4,000.00	[#2310]

Part II C. Public Notice Information

The public notice of application must be published **prior** to submitting an application, as required in CGS section 22a-6g. A copy of the published notice of application and the completed Certification of Notice Form must be included as Attachment AA to this application. Your application will **not** be processed if Attachment AA is not included.

Date of Publication: _____

Part III: Applicant Information

- **If an applicant is a corporation, limited liability company, limited partnership, limited liability partnership, or a statutory trust, it must be registered with the Secretary of State. If applicable, the applicant's name shall be stated **exactly** as it is registered with the Secretary of State. Please note, for those entities registered with the Secretary of State, the registered name will be the name used by DEEP. This information can be accessed at the Secretary of State's database ([onlineBusinessSearch \(ct.gov\)](http://onlineBusinessSearch.ct.gov)).*
- *If an applicant is an individual, provide the legal name (include suffix) in the following format: First Name; Middle Initial; Last Name; Suffix (Jr, Sr., II, III, etc.).*
- *If there are any changes or corrections to your company/facility or individual mailing or billing address or contact information, please complete and submit the [Request to Change Company/Individual Information](#) to the address indicated on the form. If there is a change in name of the entity holding a DEEP license or a change in ownership, contact the Office of Planning and Program Development (OPPD) at DEEP.OPPD@ct.gov . For any other changes you must contact the specific program from which you hold a current DEEP license.*

1. Applicant Name:

Mailing Address:

City/Town:

State:

Zip Code:

Business Phone:

ext.:

Contact Person:

Phone:

ext.

*E-mail:

*By providing this e-mail address you are agreeing to receive official correspondence from DEEP, at this electronic address, concerning the subject application. Please remember to check your security settings to be sure you can receive e-mails from "ct.gov" addresses. Also, please notify DEEP if your e-mail address changes.

Part III: Applicant Information (continued)

4. Attorney or other representative, if applicable.
Firm Name:
Mailing Address:
City/Town: State: Zip Code:
Business Phone: ext.:
Attorney: Phone: ext.
E-mail:

5. Site Owner/Operator, if different than the applicant.
Check the applicable box(es): site owner site operator current permittee
Name:
Mailing Address:
City/Town: State: Zip Code:
Business Phone: ext.:
Contact Person: Phone: ext.
E-mail:

6. Engineer(s) or other consultant(s) employed or retained to assist in preparing the application [or in designing or constructing the activity].
Name:
Mailing Address:
City/Town: State: Zip Code:
Business Phone: ext.:
Contact Person: Phone: ext.
E-mail:
Service Provided:

Check here if additional sheets are necessary, and label and attach them to this sheet.

Part IV: Pre-Application Meeting

If a pre-application meeting was held concerning the subject activity, provide the following:
DEEP Staff Name: _____ Pre-Application Meeting Date: _____

Part V: Site Information

1. SITE NAME AND LOCATION

Name of Site(if applicable):

Street Address or Location Description:

City/Town:

State:

Zip Code:

Latitude and longitude of the exact location of the proposed activity in degrees, minutes, and seconds:

Latitude:

Longitude:

Method of determination (check one): GPS USGS Map

Other (please specify):

If a USGS Map was used, provide the quadrangle name:

2. TRIBAL LANDS: Is or will the facility be located on federally recognized tribal lands? Yes No

3. COASTAL BOUNDARY: Will the activity which is the subject of this application be located within the coastal boundary as delineated on DEEP approved coastal boundary maps? Yes No

If yes, and this application is for a new authorization or a modification of an existing authorization where the physical footprint of the subject activity is modified, submit a [Coastal Consistency Review Form](#) (DEEP-APP-004) with this completed application as Attachment D.

Information on the coastal boundary is available at www.cteco.uconn.edu/map_catalog.asp (Select the town and then select coastal boundary. If the town is not within the coastal boundary you will not be able to select the coastal boundary map.) or the local town hall or on the "Coastal Boundary Map" available at the [DEEP Store](#) (860-424-3555 or deep.store@ct.gov).

4. NATURAL DIVERSITY DATA BASE (NDDDB) - ENDANGERED OR THREATENED SPECIES:

According to the most current "[Natural Diversity Data Base Areas Maps](#)", will the activity which is the subject of this application, including all impacted areas, be located within an area identified as, or otherwise known to be, a habitat for state listed endangered, threatened or special concern species?

Yes No Date of Map:

If yes, have you already received a NDDDB final determination letter within the last two calendar years?

Yes No

If yes, attach the final determination letter as Attachment E.

If no, then the request to obtain an NDDDB review and determination will be included in the permit's Schedule of Compliance. All NDDDB requirements from new or existing determinations, which may include monitoring the risk to listed species, will also be included in the permit's Schedule of Compliance.

Part V: Site Information (continued)

5. **AQUIFER PROTECTION AREAS:** Is the site located within a mapped Level A or Level B [Aquifer Protection Area](#), as defined in CGS section 22a-354a through 22a-354bb?

Yes No If **yes**, check one: Level A or Level B

If **Level A**, are any of the [regulated activities](#), as defined in RCSA section 22a-354i-1(34), conducted on this site? Yes No

If **yes**, and your business is **not** already registered with the Aquifer Protection Program, contact [local aquifer protection agent](#) or DEEP to take appropriate actions.

For more information on the Aquifer Protection Area Program visit the DEEP website at [Aquifer Protection](#) or contact the program at DEEP.AquiferProtection@ct.gov.

6. **CONSERVATION OR PRESERVATION RESTRICTION:** Is the property subject to a conservation or preservation restriction? Yes No

If Yes, proof of written notice of this application to the holder of such restriction or a letter from the holder of such restriction verifying that this application is in compliance with the terms of the restriction, must be submitted as Attachment F.

Part VI: Site History/ Waste Management History

You must refer to the application [instructions](#) for specific details on how to complete this part.

If an Environmental Conditions Assessment Form (ECAF) has been submitted to DEEP or EPA, the information required by this part of the application can be satisfied by noting the date the ECAF was submitted and attaching a copy of the form submitted as Attachment S, and leaving the rest of this Part blank.

Date ECAF submitted:

Copy of form included as Attachment S

1. Summarize the Industrial/Commercial history of the site (including present and former use(s), including dates and NAIC or SIC codes) (provide brief information in this block then refer to existing documents or attach additional sheets as necessary):

Part VI: Site History/ Waste Management History (continued)

2. List the hazardous substances or petroleum products presently or formerly handled at the site (include the management methods associated with the materials):

3. a. Current RCRA Notifier Status (check one): Treatment, Storage or Disposal Facility
 Large Quantity Generator
 Small Quantity Generator
 None
- b. Current RCRA Permit Status (check one): Interim Status Facility
 RCRA Post-Closure Part B Permit (Stewardship Permit)

4. Have releases been reported to the CT DEEP Emergency Response and Spills Prevention Division?
 Yes No If yes, list the date of the release, the material and quantity released:

5. Have transfer forms been previously filed with the CT DEEP Property Transfer Program?
 Yes No If yes, list form(s) and date submitted:

6. List the CT DEEP staff involved with the environmental investigation and/or remediation of the site:

Part VII: Environmental Investigation

If the information requested in this part of the application has been previously submitted to DEEP or EPA, the information required by this part of the application may be satisfied by providing a list of the documents and dates submitted as Attachment T, and electronic copies of such documents, and leaving the rest of this Part blank.

List of documents and dates and electronic copies included as Attachment T

1. Field Investigation / Environmental Assessment:

a. Date(s) performed: Phase 1: _____ Phase 2: _____ Phase 3: _____

b. Indicate **number of** potential release areas identified, tested and where a release was detected:

Identified: _____ Tested: _____ Release Detected: _____

2. Soil Investigation:

a. Indicate the number of soil samples screened in the field for contaminants?

Indicate the number of soil samples analyzed by a State or EPA certified laboratory for contaminants?

b. Specify the techniques used for surface soil investigation.

c. Specify the techniques used for subsurface soil investigation :

3. Ground Water Investigation:

a. Indicate the number of groundwater samples analyzed:

Indicate the number of rounds of sampling used in the investigation?

b. Indicate the number of monitoring wells used to investigate the ground water?

For each well, list the well number, type of well, and geologic unit that the well is screened in or open to.

Check here if additional sheets are necessary, and label and attach them to this sheet.

Well Number

Well Type

Geologic Unit

Example: MW_1

2 inch

screened from 15 ft to 25 ft

Part VII: Environmental Investigation (continued)

- c. Indicate the number of other types of wells used to investigate groundwater?
Provide the type, address, and geologic unit for each well.

Well Type and Number	Well Address	Geologic Unit
<i>Example: DW-1 6 inch domestic well</i>	<i>15 Main Street</i>	<i>Bedrock</i>

- d. Is the extent of each ground water plume resulting from releases at the site fully characterized?
 Yes No
- e. What techniques were used to investigate the groundwater? (check all that apply)
- Ground water quality testing Pump testing Geophysical logging
 Other techniques (specify):

4. Indicate the phases of remediation completed to date and the date each phase was completed:
- Investigation Date completed:
 Remedial Design Date completed:
 Remediation Date completed:
 Post-Remediation Monitoring Date completed:

Part VIII: Supporting Documents

Please check the attachments submitted as verification that *all* applicable attachments have been submitted with this application form. When submitting any supporting documents, please label the documents as indicated in this part (e.g., Attachment A, etc.) and be sure to include the applicant's name as indicated on this *Application Form*. Refer to Appendix A of the *application instructions* for a list of supporting documents required to be submitted for each class of Stewardship Permit.

<input type="checkbox"/>	Attachment AA:	a copy of the published notice of permit application, as described in the instructions, attached to a completed Certification of Notice Form (DEEP-APP-005A)
<input type="checkbox"/>	Attachment A:	Executive Summary [in PDF and in Word]
<input type="checkbox"/>	Attachment B:	Applicant Background Information Form (DEEP-APP-008)
<input type="checkbox"/>	Attachment C:	Applicant Compliance Information Form (DEEP-APP-002)
<input type="checkbox"/>	Attachment D:	Coastal Consistency Review Form (DEEP-APP-004), if applicable.
<input type="checkbox"/>	Attachment E:	A copy of the NDDDB Determination response letter that has not expired, if one has been issued. Include a copy of any mitigation measures developed for this activity and approved by NDDDB. Do <i>not</i> submit any NDDDB Preliminary Site Assessments with your application. Be aware that you must renew your NDDDB Determination if it expires before project work commences. <i>NOTE: If this NDDDB Determination letter has not yet been issued, then the request to obtain a review and determination will be included in the permit's Schedule of Compliance and should be coordinated with proposed investigation and/or remediation activities, as well as any ecological risk assessments.</i>
<input type="checkbox"/>	Attachment F:	Conservation or Preservation Restriction Information, if applicable.
<input type="checkbox"/>	Attachment G:	Business Information
<input type="checkbox"/>	Attachment H:	Facility Plans: <ul style="list-style-type: none"> <input type="checkbox"/> An 8 1/2" X 11" copy of the relevant portion or a full-sized original of a USGS Quadrangle Map indicating the exact location of the facility or site and <i>Latitude and Longitude</i> (DEP-APP-003). Indicate the quadrangle name on the map. <input type="checkbox"/> Facility Site Plan
<input type="checkbox"/>	Attachment I:	RCRA Hazardous Waste Part A Permit Application Only for Applications for RCRA Corrective Action and Long-Term Stewardship Obligations
<input type="checkbox"/>	Attachment J:	Table of Areas of Concern (aka Solid Waste Management Units), with investigation status
<input type="checkbox"/>	Attachment K:	Closure Plan and Cost Estimate, if applicable Only for Applications for RCRA Corrective Action and Long-Term Stewardship Obligations and CAMU
<input type="checkbox"/>	Attachment L:	Post-Closure Plan and Cost Estimate, if applicable Only for Applications for RCRA Corrective Action and Long-Term Stewardship Obligations and CAMU
<input type="checkbox"/>	Attachment M:	Post-Remediation Groundwater Monitoring Plan and Cost Estimate, if applicable
<input type="checkbox"/>	Attachment N:	Site Characterization Plan and Cost Estimate Only for Applications for RCRA and Non-RCRA Corrective Action and Long-Term Stewardship Obligations
<input type="checkbox"/>	Attachment O:	Remedial Action Plan(s) and Cost Estimate(s); if applicable
<input type="checkbox"/>	Attachment P:	Financial Assurance (identification of existing mechanisms)
<input type="checkbox"/>	Attachment Q:	Public Participation Plan
<input type="checkbox"/>	Attachment R:	Quality Assurance Project Plan Transmittal Letter and cover page of the plan. If previously approved, also provide a copy of the approval issued by either DEEP or EPA. Only for Applications for RCRA Corrective Action and Long-Term Stewardship Obligations
<input type="checkbox"/>	Attachment S:	Copy of <i>Environmental Conditions Assessment Form (ECAF)</i> , in lieu of completing "Part VI: Site History/ Waste Management History" of this application, if applicable.
<input type="checkbox"/>	Attachment T	List of documents and dates previously submitted in lieu of completing "Part VII: Environmental Investigation" of this application, if applicable.
<input type="checkbox"/>	Attachment U	Other information such as additional signatures, co-applicant information.

Part IX: Applicant Certification

The applicant *and* the individual(s) responsible for actually preparing the application must sign this part. An application will be considered incomplete unless all required signatures are provided **and are the proper signatory authority as specified under Part IX in the [instructions](#)**. If the applicant is the preparer, please mark N/A in the spaces provided for the preparer.

<p>“I have personally examined and am familiar with the information submitted in this document and all attachments thereto, and I certify that based on reasonable investigation, including my inquiry of the individuals responsible for obtaining the information, the submitted information is true, accurate and complete to the best of my knowledge and belief.</p> <p>I understand that a false statement in the submitted information may be punishable as a criminal offense, in accordance with section 22a-6 of the General Statutes, pursuant to section 53a-157b of the General Statutes, and in accordance with any other applicable statute.</p> <p>I certify that this application is on complete and accurate forms as prescribed by the commissioner without alteration of the text.</p> <p>I certify that I have complied with all notice requirements as listed in section 22a-6g of the General Statutes.”</p>	
Signature of Applicant	Date
Printed Name of Applicant	Title (if applicable)
Signature of Preparer (if different than above)	Date
Printed Name of Preparer	Title (if applicable)
<p><input type="checkbox"/> Check here if additional signatures are required. If so, please reproduce this sheet and attach signed copies to this sheet. You must include signatures of any person preparing any report or parts thereof required in this application (i.e., professional engineers, surveyors, soil scientists, consultants, etc.)</p>	

Refer to Part X for application submittal.

Please remember to publish notice of the permit application **prior** to submitting your completed application to DEEP. Send a copy of the published notice to the chief elected official of the municipality in which the regulated activity is proposed, and provide DEEP with a copy of the published notice, as described in the instructions, attached to a completed [Certification of Notice Form](#) (DEEP-APP-005A) as Attachment AA to this application.

*Municipalities may request an invoice.

Part X: Application Submission

Instructions for submitting an application to DEEP Remediation:

1. Please submit a hardcopy of **only** this **completed Application** (exclude supporting documents) and **fee**, to:

**CENTRAL PERMIT PROCESSING UNIT
DEPARTMENT OF ENERGY & ENVIRONMENTAL PROTECTION
79 ELM STREET
HARTFORD, CT 06106-5127**

Applications will not be processed without the fee. Fee shall be non-refundable and shall be paid by check or money order to the Connecticut Department of Energy & Environmental Protection.

2. Upon receipt of the Application Form and fee, the Central Permit Processing Unit (CPPU) will e-mail a confirmation receipt letter to you containing the DEEP assigned application number.
3. Upon receipt of the email from CPPU, electronically submit the full application package with the remaining required forms as follows:
 - a. Send an empty/blank email to DEEP.cleanup.upload@ct.gov to obtain a log in password.
 - b. An automated email response will contain instructions for uploading this completed Application Form and applicable supporting documents of your application to the Secure File Transfer (SFT) website.
 - c. Follow directions contained in the email for uploading the application sections.

If you are not capable of submitting the application electronically or if you have other questions or concerns regarding application submittals, please contact Remediation staff at DEEP.REMStewardship@ct.gov .