The process of applying for and obtaining an individual permit may differ slightly from program to program, but almost all programs follow the generic process depicted here:

**Legend**
- solid lines and boxes indicate minimum steps
- dashed lines and boxes indicate potential steps

### EJ Plan is not approved
- DEEP reviews EJ Plan
- DEEP sends notice of insufficiency to applicant

### EJ Plan is approved
- DEEP performs informational public hearing, as needed

### Application is sufficient
- Application is received
- Applicant publishes notice of application
- Applicant provides affidavit of publication to DEEP

### Application is insufficient
- Applicant requests pre-application meeting as needed
- Applicant submits application and fees
- Applicant provides additional information to DEEP
- DEEP performs initial review for sufficiency
- DEEP holds informational public hearing, as needed (may also occur at other stages)

### Public comments received
- DEEP reviews public comments
- Applicant must hold informal public meeting between 10 and 30 days prior to meeting date
- Applicant must publish notice of informal public meeting between 10 and 30 days prior to meeting date

### Permit is issued or denied
- DEEP makes a final decision
- DEEP publishes notice of tentative determination
- DEEP modifies draft permit as needed
- DEEP reviews public comments, if any, and holds a public hearing, as needed
- DEEP drafts permit
- DEEP modifies draft permit
- DEEP publishes notice of tentative determination
- DEEP receives notice of TD

### EJ Plan
- Applicant, for a new or expanded permit, if an affecting facility located in an EJC, submits an EJ Plan prior to application submission
- DEEP reviews EJ Plan
- DEEP sends notice of insufficiency to applicant

### Applicant
- Applicant provides additional information to DEEP
- DEEP performs technical review
- DEEP publishes notice of tentative determination
- DEEP reviews any public comment received
- DEEP performs initial review for sufficiency
- DEEP must submit final EJ Report prior to notice of TD

### Permit
- Permit is issued or denied

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**Applicant, for a new or expanded permit, if an affecting facility located in an EJC, submits an EJ Plan prior to application submission.**

**Applicant must hold informal public meeting (must be minimum of 60 days before any DEEP action and supporting documentation must be included in the EJ Final Report).**

**Applicant must publish notice of informal public meeting between 10 and 30 days prior to meeting date.**

**Applicant must submit final EJ Report prior to notice of TD.**