



## Early Municipal Assistance Meeting Questionnaire

DEEP’s Office of Innovative Partnerships and Planning offers municipalities assistance with understanding the potential permitting requirements for their projects through Early Municipal Assistance Meetings. These are similar to our pre-permit application meetings but are specifically tailored for municipal projects. In order to ensure we have an effective meeting, **please answer each question to the extent possible**. Your answers will help us identify which program staff should attend the meeting.

**Send any questions and the completed form to [DEEP.OPPD@ct.gov](mailto:DEEP.OPPD@ct.gov), and please include a site plan or any available analytical results that will make your Early Municipal Assistance Meeting more productive.**

*Please note: All records, paper or electronic, submitted to the Department of Energy and Environmental Protection are subject to disclosure under the Freedom of Information Act (FOIA) unless the records or portions thereof are exempt from disclosure pursuant to section 1-210 of the Connecticut General Statutes. Individuals or entities submitting records with this questionnaire must evaluate those records for any sensitive information prior to their submission and alert the Department if a redacted version has been submitted. The Department is obligated to comply fully with all requirements for the disclosure of records under FOIA.*

### Part I: Contact Information

1. City/Town:		
Municipal Contact Person:	Title:	
Phone:	Email:	
2. Early Municipal Assistance Meeting Contact Person:		
Affiliation:	Phone:	Email:
Contact Type:		
<input type="checkbox"/> Consultant/Engineer	<input type="checkbox"/> federal agency	<input type="checkbox"/> state agency
<input type="checkbox"/> operator	<input type="checkbox"/> lessee	<input type="checkbox"/> other (specify):
3. Town's relationship to the property at which the proposed activity is to be located (select all that apply):		
<input type="checkbox"/> site owner	<input type="checkbox"/> other (specify):	
4. Please suggest dates and times your team is available to meet, beginning 2 weeks from the date of submittal of this form:		

## Part II: Project Information

1. Project Address (if known): City/Town:
2. What are the projected time frames for construction and operation of this project, including any estimated schedule of activities, if known?
3. Are you interested in discussing potential public funding options for your project? <input type="checkbox"/> Yes <input type="checkbox"/> No These webpages provide some resources for potential public funding sources. We can discuss your options during the Early Municipal Assistance Meeting. <a href="#">Grants and Financial Assistance (ct.gov)</a> & <a href="#">External Grants (sustainablect.org)</a>
4. If known, what type of public funding do you plan to apply for? <input type="checkbox"/> Federal <input type="checkbox"/> State If there is a state agency other than DEEP involved in the project and/or managing federal funds related to this project, please list the agency and a project contact at that agency.
5. Project Type: (check all that apply): <input type="checkbox"/> Existing Business <input type="checkbox"/> Residential <input type="checkbox"/> State <input type="checkbox"/> New Business <input type="checkbox"/> Commercial/Industrial <input type="checkbox"/> Federal <input type="checkbox"/> New Construction <input type="checkbox"/> Mixed Use <input type="checkbox"/> Other (please specify):
6. Type of Proposed Project (check all that apply): <input type="checkbox"/> Solar energy <input type="checkbox"/> Brownfield redevelopment <input type="checkbox"/> Distribution/warehouse <input type="checkbox"/> Wind energy <input type="checkbox"/> Waste organics/composting <input type="checkbox"/> Pharmaceuticals <input type="checkbox"/> Energy storage <input type="checkbox"/> Manufacturing Other (please specify):
7. Brief Project Description:

8. If you have a proposed location for your project, please describe the site as it currently exists and what changes would occur as a result of the project.

9. If known, check any of the following that applies to your proposed project site:

- Project located in a [coastal area](#)  
*If yes, does your project account for [sea level rise](#)?  Yes  No*
- Project located within a [flood hazard area](#)
- Project located in an [aquifer protection area](#)
- Project located in a [CT DEEP Natural Diversity Database state listed species habitat](#)
- Project located in an [Environmental Justice Community](#)
- Environmental remediation is needed at the site
- Property subject to the [Property Transfer Act](#)
- Project located on a [brownfield](#)
- Project requires hazardous materials management (e.g. removal of asbestos, PCB or lead)
- Project located on state property or intersects with state-owned property
- Project requires [Connecticut Environmental Policy Act](#) (CEPA) review
- Project requires submittal to the [Connecticut Siting Council](#) Date submitted:

10. Please name any other agencies you already are, or anticipate needing coordination with:

- CT Department of Transportation (DOT)
- CT Department of Public Health (DPH)
- CT Department of Economic Development (DECD)
- CT Bureau of Energy Technology Policy (BETP)
- CT Public Utilities Regulatory Authority (PURA)
- CT Department of Agriculture (DoAg)
- US Army Corps of Engineers (USACOE)
- US States Environmental Protection Agency (USEPA)

Other:

11. If known, extent of land area proposed to be disturbed (in acres):

### Part III: Potential Project Requirements

If known, does the project propose to involve:

#### 1. WATER

- Dams

*If yes, are there any residential areas downgradient?*

- Alteration of Coastal Areas

- Alteration of wetlands or surface water

*If yes, what is the approximate buffer between the project footprint and wetlands delineation?*

#### 2. AIR

- Equipment or a process that has the **potential to emit** 15 tons or more per year of any individual air pollutant or meet any other applicability requirement of [RCSA Section 22a-174-3a\(a\)](#)

#### 3. ENERGY

- generating energy     storing energy

*If yes, do you have an interconnection location identified?*  Yes     No

*If yes, how many megawatts are you expecting to generate or store?*

#### 4. WASTE AND MATERIALS MANAGEMENT

- Management of waste generated     on-site     off-site

*If yes, what types of waste will be managed?*

- Storage of any liquids or gaseous fuels or chemicals at the site

*If yes, describe substance and proposed storage (include above ground, underground, tank size, vapor pressure, etc.):*

- Use or storage of pesticides

- Manufacturing, possession, use, or disposal of any radioactive materials (e.g., x-ray and materials testing equipment, etc.)

#### 5. WATER DISCHARGE

- Discharge to surface water

- Discharge to the Municipal Sanitary Sewer (POTW) system

- Discharge to groundwater (on-site leaching fields or other subsurface discharge)

#### 6. WATER DIVERSION (select all that apply)

- Withdrawal of Groundwater     Withdrawal of Surface Water

- Less than 50,000 gallons per day

- Greater than 50,000 gallons per day