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**CPPU USE ONLY**

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**Program: Remediation-Stewardship**

# Text Description automatically generated

# Bureau of Water Protection and Land Reuse

**Remediation Division**

# Individual Application for a Stewardship Permit

# Please complete this form in accordance with the [instructions](https://portal.ct.gov/-/media/DEEP/Permits_and_Licenses/Land_Use_Permits/Remediation/remstewardship_inst.pdf) (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](https://portal.ct.gov/DEEP/Permits-and-Licenses/Common-Forms) along with this form.

**Part I: Application Type and Description**

Check the appropriate box identifying the application type.

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| --- | --- |
| This application is for (check one):  A *new* application  A *renewal* of an existing permit  A *modification* of an existing permit | Please identify any previous or existing permit number in the space provided.  Existing permit number:  EPA Identification number: |
| Applicant Name:  Site address:  **Town where site is located:**  **Brief Description of Project:** | |

**Part II A: Permit Type and Fee Information**

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| 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.  In accordance with [CGS section 22a-6(k)](https://www.cga.ct.gov/current/pub/chap_439.htm#sec_22a-6) if the subject site is identified as a brownfield as defined in [CGS section 32-760](https://www.cga.ct.gov/current/pub/chap_588gg.htm#sec_32-760) and the subject activity is associated with cleanup of the site, then any application fees in this application are waived. Refer to our [department website](https://portal.ct.gov/DEEP/Remediation--Site-Clean-Up/Brownfields/Brownfields-in-Connecticut) for more information on brownfields.  Please check the box if the subject site is considered a brownfield and provide acceptance letters into a formal brownfield program as an attachment to this application. | | |
| Type of Stewardship Permit Check only one. | **Application or**  **Renewal Fee** | **DEEP Use Only** |
| RCRA Corrective Action and Long-Term Stewardship Obligations | **$4,000.00** | **[#2305]** |
| Non-RCRA Long-Term Stewardship Obligations | **$4,000.00** | **[#2306]** |
| 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](mailto: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.

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| Type of Permit Modification for a RCRA Stewardship Permit Check the appropriate box: | **Fee** | **DEEP Use Only** |
| Class I Permit Modification (Not Requiring Approval of the Commissioner) | **$470.00** | **[#2308]** |
| Class I Permit Modification (Requiring Approval of the Commissioner) | **$940.00** | **[#2309]** |
| Class II or Class III Permit Modification | **$4,000.00** | **[#2310]** |

**Part II C. Public Notice Information**

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| 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)](https://service.ct.gov/business/s/onlinebusinesssearch?language=en_US)).*
* *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*](https://portal.ct.gov/-/media/DEEP/permits_and_licenses/common_forms/infochangeCPPUdoc.doc) *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*](mailto:DEEP.OPPD@ct.gov) *. For any other changes you must contact the specific program from which you hold a current DEEP license.*

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| 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)**

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| 1.a) Applicant Type (check one):  individual  federal agency  state agency  municipality  tribal  **\***business entity (**\***If a business entity complete i through iii):  i) check type:  corporation  limited liability company  limited partnership  limited liability partnership  statutory trust  Other:  ii) provide Secretary of the State business ID #:      This information can be accessed at *the Secretary of State's database (*[*onlineBusinessSearch (ct.gov)*](https://service.ct.gov/business/s/onlinebusinesssearch?language=en_US)*).*  iii)  Check here if your business is **NOT** registered with the Secretary of State’s office. |
| b) Applicant's interest in property at which the proposed activity is to be located:  site owner  option holder  lessee  easement holder  operator [permittee]  prospective owner and/or operator  other (specify):  Check here if any co-applicants. *If so, provide an attachment with the required information as requested above*  Check here if site owner is separate from operator/permittee,  Check here to confirm that both site owner and site operator are aware of this application.   1. **Billing contact, if different than the applicant.**   Name:  Mailing Address:  City/Town:       State:       Zip Code:  Business Phone:       ext.:  Contact Person:       Phone:       ext.  E-mail:   1. **Primary contact for departmental correspondence and inquiries, if different than the 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)**

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| **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**

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| **If a pre-application meeting was held concerning the subject activity, provide the following:**  DEEP Staff Name:      Pre-Application MeetingDate: |

**Part V: Site Information**

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| **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*](https://portal.ct.gov/-/media/DEEP/Permits_and_Licenses/Common_Forms/coastalreviewappdoc)(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](http://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](https://portal.ct.gov/DEEP/About/DEEP-Bookstore/The-DEEP-Store) (860-424-3555 or [deep.store@ct.gov](mailto:deep.store@ct.gov) ).   1. **NATURAL DIVERSITY DATA BASE (NDDB) - ENDANGERED OR THREATENED SPECIES:**   According to the most current "[Natural Diversity Data Base Areas Maps](https://portal.ct.gov/DEEP/Endangered-Species/Endangered-Species-ReviewData-Requests)”, 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 NDDB 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 NDDB review and determination will be included in the permit’s Schedule of Compliance. All NDDB 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)**

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| **5. AQUIFER PROTECTION AREAS:** Is the site located within a mapped Level A or Level B [Aquifer Protection Area](https://portal.ct.gov/DEEP/Aquifer-Protection-and-Groundwater/Aquifer-Protection/Aquifer-Protection-Area-Maps), 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](https://portal.ct.gov/-/media/DEEP/aquifer_protection/tablereglandusespdf.pdf?la=en), 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](https://portal.ct.gov/-/media/DEEP/aquifer_protection/apagencydirectorypdf.pdf?la=en) or DEEP to take appropriate actions.  For more information on the Aquifer Protection Area Program visit the DEEP website at[Aquifer Protection](https://portal.ct.gov/DEEP/Aquifer-Protection-and-Groundwater/Aquifer-Protection/Aquifer-Protection-Program) or contact the program at [DEEP.AquiferProtection@ct.gov](mailto: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***](https://portal.ct.gov/-/media/DEEP/Permits_and_Licenses/Land_Use_Permits/Remediation/remstewardshipinst.pdf) ***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*

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| 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)

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| 2. List the hazardous substances or petroleum products presently or formerly handled at the site (include the management methods associated with the materials): |
| 1. 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) |
| 1. 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: |
| 1. Have transfer forms been previously filed with the CT DEEP Property Transfer Program?   Yes  No If yes, list form(s) and date submitted: |
| 1. 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*

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| 1. Field Investigation / Environmental Assessment:   Date(s) performed: Phase 1:       Phase 2:       Phase 3:  Indicate **number of** potential release areas identified, tested and where a release was detected:  Identified:       Tested:       Release Detected:   1. Soil Investigation:   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? | | |
| Specify the techniques used for surface soil investgation. | | |
| Specify the techniques used for subsurface soil investigation : | | |
| 1. Ground Water Investigation:   Indicate the number of groundwater samples analyzed:  Indicate the number of rounds of sampling used in the investigation? | | |
| Inidcate 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* |
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**Part VII: Environmental Investigation (continued)**

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| 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** | | |
| ***Example:*** *DW-1 6 inch domestic well* | *15 Main Street* | *Bedrock* |
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| 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): | | |
| 1. 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***](https://portal.ct.gov/-/media/DEEP/Permits_and_Licenses/Land_Use_Permits/Remediation/remstewardshipinst.pdf) for a list of supporting documents required to be submitted for each class of Stewardship Permit.

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| Attachment AA:a copy of the published notice of permit application, as described in the instructions, attached to a completed [*Certification of Notice Form*](https://portal.ct.gov/-/media/DEEP/Permits_and_Licenses/Common_Forms/publicnoticeappdoc) (DEEP-APP-005A  Attachment A:Executive Summary [in PDF and in Word]  Attachment B: [*Applicant Background Information Form*](https://portal.ct.gov/-/media/DEEP/Permits_and_Licenses/Common_Forms/backgroundappdoc) (DEEP-APP-008)  Attachment C: [*Applicant Compliance Information Form*](https://portal.ct.gov/-/media/DEEP/Permits_and_Licenses/Common_Forms/complianceformdoc) (DEEP-APP-002)  Attachment D: [*Coastal Consistency Review Form*](https://portal.ct.gov/-/media/DEEP/Permits_and_Licenses/Common_Forms/coastalreviewappdoc) (DEEP-APP-004), if applicable.  Attachment E: Acopy of the NDDB 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 NDDB. Do *not* submit any NDDB Preliminary Site Assessments with your application. Be aware that you must renew your NDDB Determination if it expires before project work commences.  *NOTE: If this NDDB 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.*  Attachment F: Conservation or Preservation Restriction Information, if applicable.  Attachment G: Business Information  Attachment H: Facility Plans:  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 *Latitude and Longitude* (DEP-APP-003). Indicate the quadrangle name on the map.  Facility Site Plan  Attachment I: RCRA Hazardous Waste Part A Permit Application  ***Only for Applications for RCRA*** *Corrective Action and Long-Term Stewardship Obligations*  Attachment J: Table of Areas of Concern (aka Solid Waste Management Units), with investigation status  Attachment K: Closure Plan and Cost Estimate, if applicable  ***Only for Applications for RCRA*** *Corrective Action and Long-Term Stewardship Obligations and* ***CAMU***  Attachment L: Post-Closure Plan and Cost Estimate, if applicable  ***Only for Applications for RCRA*** *Corrective Action and Long-Term Stewardship Obligations and* ***CAMU***  Attachment M: Post-Remediation Groundwater Monitoring Plan and Cost Estimate, if applicable  Attachment N: Site Characterization Plan and Cost Estimate  ***Only for Applications for RCRA*** *and* ***Non-RCRA*** *Corrective Action and Long-Term Stewardship Obligations*  Attachment O: Remedial Action Plan(s) and Cost Estimate(s); if applicable  Attachment P: Financial Assurance (identification of existing mechanisms)  Attachment Q: Public Participation Plan  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*  Attachment S: Copy of *Environmental Conditions Assessment Form (ECAF*), in lieu of completing “Part VI: Site History/ Waste Management History” of this application, if applicable.  Attachment T List of documents and dates previously submitted in lieu of completing “Part VII: Environmental Investigation” of this application, if applicable.  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***](https://portal.ct.gov/-/media/DEEP/Permits_and_Licenses/Land_Use_Permits/Remediation/remstewardshipinst.pdf)***.*** If the applicant is the preparer, please mark N/A in the spaces provided for the preparer.

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| “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.  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.  I certify that this application is on complete and accurate forms as prescribed by the commissioner without alteration of the text.  I certify that I have complied with all notice requirements as listed in section 22a-6g of the General Statutes.” | | |
|  |  |  |
| 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) |
| **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.) | | |

**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*](https://portal.ct.gov/-/media/DEEP/Permits_and_Licenses/Common_Forms/publicnoticeappdoc.doc) (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.

1. 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.
2. Upon receipt of the confirmation receipt letter email from CPPU, applicants must submit the full application package with the required forms following the instructions on the DEEP webpage: [Transmittal of Documents (ct.gov)](https://portal.ct.gov/DEEP/Remediation--Site-Clean-Up/Transmittal-of-Documents)

**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**](mailto:DEEP.REMStewardship@ct.gov) **.**