



## REQUEST FOR AUTHORIZATION (RFA) CHECKLIST NJPDES/Discharge of Residuals

### Category ZG - General Residuals Transfer Facilities Permit Authorization

**TO HELP US PROCESS YOUR RFA MORE EFFICIENTLY, PLEASE PROVIDE ALL ITEMS LISTED BELOW**

This checklist is provided to you as guidance for completing an application for a Request for Authorization (RFA) under NJPDES General Permit NJ0132519. Should you have any questions please contact the Bureau of Ground Water, Residuals, and Permit Administration by email at [dwq\\_residuals@dep.nj.gov](mailto:dwq_residuals@dep.nj.gov). Be sure to read all instructions and answer all questions when filling out the application forms. If an item is not applicable enter "N/A" or a similarly appropriate response.



**FORM NJPDES - 1 (INSTRUCTIONS ARE PROVIDED WITH THE FORM)**



**FORM R TRANSFER STATION - ZG (COMPLETE APPLICABLE PARTS)**



**APPLICANTS PROPOSING: 1) A NEW DISCHARGE; 2) AN INCREASE IN RESIDUALS; 3) A CHANGE IN LOCATION; 4) A CHANGE IN METHOD OF DISCHARGE; OR 5) A CHANGE IN STORAGE FOR AN EXISTING DISCHARGE SHALL SUBMIT TO THE DEPARTMENT PROOF OF RFA SUBMISSION TO THE AFFECTED SEWERAGE ENTITY(IES) AND MUNICIPALITY**

- In accordance with N.J.A.C. 7:14A-4.3(a)13, prior to submitting a RFA to the Department, submit a copy of the RFA to the affected sewerage entity(ies) and municipality along with a written notice (by certified mail return receipt requested or by other means which allows verification of the fact and date of receipt) that the sewerage entity(ies) and municipality must submit to the Department written comments regarding or objections to the proposed discharge or activity within 30 days of receipt of said notice. These comments will be considered by the Department in determining whether to issue an authorization.
- Submit to the Department copies of the signed and dated notices that were sent to the affected sewerage entity(ies) and municipality and copies of the dated certified mail return receipts or other means of verification of receipt.

**COMPLETE AND SUBMIT ONE ORIGINAL AND ONE COPY OF THE RFA APPLICATION TO:**

Mail Code 401-02B  
Bureau of Ground Water, Residuals, and  
Permit Administration  
Permit Administration Section  
Division of Water Quality  
P.O. Box 420  
Trenton, New Jersey 08625-0420

- Additional technical information based on the site specific conditions may be required by the Department pursuant to N.J.A.C. 7:14A-4.3(e).
- Renewal is automatic. A renewal application is not required unless there have been changes at the facility that relate to the permitted activity.