



State of New Jersey
Department of Environmental Protection
New Jersey Pollutant Discharge Elimination System (NJPDES)



INSTRUCTIONS FOR COMPLETING THE NJPDES NONAPPLICABILITY FORM

This form is for exclusion from a New Jersey Pollutant Discharge System (NJPDES) Permit for Industrial Stormwater Discharges to Surface Waters and/or Ground Waters of the State.

1. **Responsible Party/Operating Entity:** Provide the name, as it is legally referred to, of the operating entity of the facility for which this form is being submitted. An “operating entity” is any firm, public agency, individual, or other entity which, alone or along with other operating entities, has primary management and operational decision-making authority over any part of a facility/site. Provide the mailing address of the operating entity. If the mailing address is outside the United States, provide the correct foreign mailing address. Provide the name, title, telephone number, and e-mail address of a contact person for the operating entity.
2. **Location of Facility/Site:** Provide the name and address/location of the facility/site. Street number and name must be used (PO Box numbers will not be acceptable). Use the municipality and county where the facility/site is physically located. Do not use local or neighborhood names. If this facility has existing NJPDES permits, provide the program interest number (i.e. PI #). The PI # can be found on the NJDEP’s formal correspondances to the other NJPDES permit(s) for the facility.
3. **Reason Why the Facility does not require a NJPDES Stormwater Permit:** Check the appropriate box of the reason why the facility has determined they are not or are no longer required to obtain stormwater permit coverage. Include all required information requested by each line.
 - If reason selected is due to Permanent No Exposure, a ***Permanent No Exposure Certification Form*** must be completed, signed, and submitted with this form and must be re-submitted to the Department every five (5) years.
 - If selecting the “Other” option, please provided relevant information within the provided space or in an attached document supporting your claim.
4. **Certification by Responsible Party/Operating Entity:** The certification must be made by the responsible party/operating entity as identified in section 1. The authority for certification is defined in N.J.A.C. 7:14A – 4.9 as follows:

For a corporation:

- A president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions for the corporation;
- The manager of one or more manufacturing, production, or operating facilities, provided:
 - The manager is authorized to make management decisions that govern the operation of the regulated facility, including having the explicit or implicit duty of recommending major capital investment, initiating and directing comprehensive measures to assure long term compliance with environmental laws and regulations, and ensuring that the necessary systems are established, or actions taken to gather complete and accurate information for permit application requirements; or
 - The authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures; or
- A duly authorized representative established consistent with N.J.A.C. 7:14A-4.9(b).

For a partnership or sole proprietorship: A general partner or the proprietor or a duly authorized representative established consistent with N.J.A.C. 7:14A-4.9(b).

For a government agency:

- A ranking elected official; or
- A chief executive officer of the agency; or
- A senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., Regional Administrator); or
- A duly authorized representative established consistent with N.J.A.C. 7:14A-4.9(b).

This completed form can be emailed to DWQ_PAS@dep.nj.gov or, alternatively, mailed to:

Mail Code: 401-02B
NJDEP - Division of Water Quality
Bureau of Ground Water, Residuals, and Permit Administration
Permit Administration Section
PO Box 420
Trenton, NJ 08625-0420



State of New Jersey
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New Jersey Pollutant Discharge Elimination System (NJPDES)



Nonapplicability Form (NAF)

1. RESPONSIBLE ENTITY / OPERATING ENTITY

Entity Name: _____

Mailing Address: _____

City or Town: _____ State: _____ Zip Code: _____

Contact Person: _____ Title: _____

Telephone: _____ Email: _____

2. LOCATION OF FACILITY / SITE

Name of Facility/Site: _____

Street Address/Location: _____

City or Town: _____ State: _____ Zip Code: _____

Municipality: _____ County: _____

Program Interest (PI) # (if available): _____

3. REASON WHY THE FACILITY DOES NOT REQUIRE A NJPDES STORMWATER PERMIT

- ☐ Facility has an existing NJPDES-DSW permit authorizing the discharge of all of this facility's stormwater to surface waters.

NJPDES #:

- ☐ Facility has an existing NJPDES-DGW permit authorizing the discharge of all of this facility's stormwater to ground waters.

NJPDES #:

- ☐ Connection to Sewerage Entity - Name of Sewerage Entity:

- ☐ The stormwater discharge from the facility meets the eligibility requirements of Permanent No Exposure. A ***Permanent No Exposure Certification Form*** must be completed, signed, and submitted with this application and must be re-submitted to the Department every five (5) years.

- ☐ The facility is Category viii (SIC Code 40 – 45(except 4221 – 4225) and 5171) and is not involved in vehicle maintenance (including vehicle rehabilitation, mechanical repairs, painting, fueling, and lubrication), equipment cleaning operations, or airport deicing operations.

- ☐ ALL the stormwater associated with industrial activity from the site is conveyed via an impervious surface and is discharged to a combined sewer (one that carries sanitary wastewater and stormwater to a municipal treatment plant). The following certification must be completed by a representative from a municipal sewer or public works department, sewerage agency, or municipal engineer.

I hereby certify that the this facility identified in 1. above, located at Block _____ and Lot _____, discharges to a combined sewer system.

Signature

Date

Print or Type Name

Title

Name of Certifying Agency

- ☐ Other: (Please attach printed or typed explanation, if needed)

4. CERTIFICATION BY RESPONSIBLE PARTY / OPERATING ENTITY

"I understand that it is a violation of the "Water Pollution Control Act", N.J.S.A. 58:10A-1 et seq., to discharge pollutants except in conformity with a NJPDES permit and that I may be subject to significant civil/criminal penalties for said violation."

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for purposely, knowingly, recklessly, or negligently submitting false information."

Signature

Date

Print or Type Name

Print or Type Position

Email

Telephone