**Sample Notification Letter**

**To Meet Requirements Pursuant to N.J.A.C. 7:26C-7.2(b)**

DATE

CERTIFIED MAIL (or whatever, e.g., via FedEx)

MUNICIPAL CONTACT (if known)

ORGANIZATION

ADDRESS

CITY STATE ZIP

RE: Notice in Lieu of Deed Notice

Site Name (source of the contamination):

Site Address:

City:

County:

SRP Program Interest #: 000000

Block, Lot

Dear Sir or Madam: (OR CONTACT, IF KNOWN)

A Notice in Lieu of Deed Notice is enclosed to notify you that institutional and/or engineering controls have been implemented at the above-referenced property which affect the adjoining municipal right-of-way. This notice is made on behalf of PRCR NAME AND ADDRESS to comply with N.J.A.C. 7:26C-7.2(b)2. Exhibit A shows the location of the affected area, and Exhibit B shows the location of the contamination. Exhibit C describes the engineering control and the inspection details (i.e., observations to be made and inspection frequency).

This notice is being issued because the remedial actions at the site have resulted in contamination remaining in the right-of-way in excess of the Department of Environmental Protection’s (Department) Soil Remediation Standards. The Department requires that a Soil Remedial Action Permit (RAP) be obtained for this remaining soil contamination. This permit will require PRCR to inspect the area of contamination and notify you if the condition of the engineering control (e.g., the roadway or sidewalk) needs attention to ensure that the engineering control remains protective of public health and safety and of the environment.

If you have questions, call me at (XXX) XXX-XXXX.

Sincerely,

LSRP or PRCR

LSRP # \_\_\_\_\_\_

Enclosure

Notice in Lieu of Deed Notice