



DEPARTMENT OF CONSERVATION AND RECREATION PERMIT APPLICATION FEE FORM EFFECTIVE SEPTEMBER 2004

INSTRUCTIONS

Applicants for an individual Virginia Stormwater Management Program (VSMP) Permit is required to pay permit application fees. Fees are also required for registration for coverage under General Permits. Fees must be paid when applications for permit issuance or modification are submitted. Applications will be considered incomplete if the proper fee is not paid and will not be processed until the fee is received.

The permit fee schedule is included with this form. Fees for permit issuance or reissuance and for permit modification are included. Once you have determined the fee for the type of application you are submitting, complete this form. The original copy of the form and your check or money order payable to "Treasurer of Virginia" should be mailed to:

Department of Conservation and Recreation
Division of Finance, Accounts Payable
203 Governor Street
Richmond, Virginia 23219

A copy of the form and a copy of your check or money order should accompany the permit application. You should retain a copy for your records. Please direct any questions regarding this form or fee payment to the Urban Programs Section of the Department of Conservation and Recreation at (804) 786-3998.

APPLICANT NAME: _____ SSN/FIN: _____

ADDRESS: _____

DAYTIME PHONE: (____) _____ - _____

FACILITY/ACTIVITY NAME: _____

LOCATION: _____

TYPE OF PERMIT APPLIED FOR

(from Fee Schedule): _____

TYPE OF ACTION: _____ New Issuance _____ Reissuance _____ Modification

AMOUNT OF FEE SUBMITTED

(from Fee Schedule): _____

EXISTING PERMIT NUMBER (if applicable): _____

FOR DCR USE ONLY
Date: _____ DC #: _____

FEE SCHEDULES

A. VSMP Permits. Applications for issuance of new individual VSMP permits, and for permittee initiated major modifications that occur (and become effective) before the stated permit expiration date. [NOTE: Individual VSMP permittees pay an Annual Permit Maintenance Fee instead of a reapplication fee. The permittee is billed separately by DCR for the Annual Permit Maintenance Fee.]

| TYPE OF PERMIT | ISSUANCE | MODIFICATION |
|---|----------|--------------|
| VSMP Municipal Stormwater / MS4 Individual (Large and Medium) | \$21,300 | \$10,650 |
| VSMP Municipal Stormwater / MS4 Individual (Small) | \$2,000 | \$1,000 |

B. Registration Statements for VSMP General Permit Coverage. The fee for filing a permit application (registration statement) for coverage under a VSMP stormwater general permit issued by the permit issuing authority is as follows:

| TYPE OF PERMIT | ISSUANCE |
|--|----------|
| VSMP Municipal Stormwater / MS4 General Permit (Small) | \$600 |
| VSMP General / Stormwater Management - Phase I Land Clearing ("Large" Construction Activity - Sites or common plans of development equal to or greater than 5 acres) | \$500 |
| VSMP General / Stormwater Management - Phase II Land Clearing ("Small" Construction Activity - Sites or common plans of development equal to or greater than 1 acre and less than 5 Acres) | \$300 |

C. Permit Maintenance Fees. The annual permit maintenance fees apply to each VSMP permit identified below, including expired permits that have been administratively continued.

| TYPE OF PERMIT | MAINTENANCE |
|--|-------------|
| VSMP Municipal Stormwater / MS4 Individual (Large and Medium) | \$3,800 |
| VSMP Municipal Stormwater / MS4 Individual (Small) | \$400 |
| VSMP General / Stormwater Management - Phase I Land Clearing ("Large" Construction Activity - Sites or common plans of development equal to or greater than 5 acres) | \$0 |
| VSMP General / Stormwater Management - Phase II Land Clearing ("Small" Construction Activity - Sites or common plans of development equal to or greater than 1 acre and less than 5 Acres) | \$0 |

VSMP General Permit Registration Statement - Construction Activity Stormwater Discharges (DCR01)

(Please Type or Print All Information)

1. **Construction Activity Operator** (NOTE: The permit will be issued to this operator, and the Certification in Item #13 must be signed by the appropriate person associated with this operator [see the instructions])

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

2. **Location of Construction Activity**

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

If street address unavailable: Latitude _____ Longitude _____

Location of all Offsite Support Activities to be Covered Under the Permit

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

If street address unavailable: Latitude _____ Longitude _____

3. **Status:** Federal State Public Private (Check one only)

4. **The Nature of the Construction Project** (e.g., commercial, industrial, residential, agricultural, oil and gas, etc.):

5. **Name of the Receiving Water(s)** _____

6. **If the Discharge is Through a Municipal Separate Storm Sewer System (MS4), the Name of the Municipal Operator of the Storm Sewer:** _____

7. **Estimated Project Start Date:** _____ **Estimated Project Completion Date:** _____

8. **Total Land Area of Development** (to the nearest one-tenth acre): _____

Estimated Area to be Disturbed (to the nearest one-tenth acre): _____

9. **Is the area to be disturbed by the construction activity part of a larger common plan of development or sale?** Yes No

10. **Map:** Attach a topographic map or other map which clearly shows the location of the construction activity, the area to be disturbed (including offsite support activities), and the receiving stream(s) for the stormwater discharge(s).

NOTE: A stormwater pollution prevention plan (SWPPP) must be prepared in accordance with the requirements of the General VSMP Permit for Discharges of Stormwater from Construction Activities prior to submitting this Registration Statement. By signing this Registration Statement you are certifying that the SWPPP has been prepared.

11. **Location Where the SWPPP May be Viewed, and the Name and Phone Number of a Contact Person:** (NOTE: The contact person should be a person knowledgeable in the principles and practice of erosion and sediment controls, that is a licensed professional engineer, Responsible Land Disturber (RLD), or other knowledgeable person that (i) holds a certificate of competence from the board in the area of project inspection; or (ii) is enrolled in the board's training program for project inspection or combined administrator and successfully completes such program within one year of enrollment.)

Location of SWPPP: _____

Contact Person Name: _____ Phone Number: _____

12. **Permanent BMPs:** Attach a list of permanent BMPs (both structural and non-structural) that will be installed at the construction site. For each BMP, include the following information: (a) Type of BMP to be installed; (b) Geographic location (county - State Hydrologic Unit Code); (c) Waterbody the BMP will discharge into; and, (d) Number of acres that will be treated (to the nearest quarter acre).

13. **Certification:** "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 assure 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 knowing violations."

Print Name: _____ Title: _____

Signature: _____ Date: _____

(Please sign in INK. The person signing this form must be associated with the operator identified in Item #1 above.)

For Department of Conservation and Recreation Use Only

Accepted/Not Accepted by: _____ Date: _____

Basin _____ Stream Class _____ Section _____ Special Standards _____

VPDES General Permit Registration Statement - Construction Activity Stormwater Discharges

General

A Registration Statement must be submitted when an operator makes application to the Department of Conservation and Recreation for coverage under the General VSMP Permit for Stormwater Discharges From Construction Activities.

Section 1 Activity Operator Information

For the purposes of this general permit, "Operator" means any person, company, corporation, partnership, etc., associated with a construction project that meets either of the following two criteria: (1) has direct operational control over construction plans and specifications, including the ability to make modifications to those plans and specifications; or (2) has day-to-day operational control of those activities at a project which are necessary to ensure compliance with a stormwater pollution prevention plan for the site or other permit conditions (e.g., they are authorized to direct workers at a site to carry out activities required by the stormwater pollution prevention plan or comply with other permit conditions). The entities who are considered operators will commonly consist of the owner or developer of a project (the party with control of project specifications) and the general contractor (the party with day to day operational control of the activities at the project site which are necessary to ensure compliance with the permit). Contractors and subcontractors who are under the general supervision of the general contractor are not considered operators and would not need to submit a registration statement. Give the legal name of the operator, do not use a colloquial name. Enter the complete address and phone number of the operator. **The permit will be issued to this operator.**

Section 2 Activity Location Information

Enter the activity's official name and complete street address, including city, state and ZIP code. If the site lacks a street address, enter the latitude and longitude to the nearest 15 seconds of the approximate center of the site.

Offsite Support Activities

The general permit may be used to authorize stormwater discharges from activities that are located away from the construction site (e.g., concrete or asphalt batch plants, equipment staging yards, material storage areas, excavated material disposal areas, borrow areas) provided that they meet the following criteria: (1) The support activity is directly related to a construction site that is required to have VSMP permit coverage for discharges of stormwater associated with construction activity; (2) The support activity is not a commercial operation serving multiple unrelated construction projects by different operators, and does not operate beyond the completion of the construction activity at the last construction project it supports; and (3) Appropriate controls and measures are identified in a stormwater pollution prevention plan covering the discharges from the support activity areas.

Provide the information required for each offsite support activity seeking coverage. Support activities located off site are not required to be covered under this general permit. Discharges of stormwater from offsite support activities may be authorized under another VSMP permit. Where stormwater discharges from offsite support activities are not authorized under this general permit, the land area of the offsite support activity need not be included in determining the total land disturbance acreage of the activity seeking general permit coverage.

Section 3 Legal Status

Indicate the appropriate legal status of the operator of the site.

Section 4 Nature of the Construction Project

Examples: commercial, residential, agricultural, oil and gas, etc.

Section 5 Name of Receiving Water(s)

Enter the name of the receiving water(s) for all stormwater discharge(s), including any stormwater discharges from offsite support activities to be covered under the permit.

Section 6 Name of MS4 Operator

If the stormwater is discharged through a municipal separate storm sewer system (MS4), enter the name of the operator of the MS4.

Section 7 Estimated Project Start Date

Enter the date project is projected to start.

Estimated Project Completion Date

Enter the estimated project completion date.

Section 8 Total Land Area of the Development

The Department of Conservation and Recreation reserves the right to request additional information not directly addressed by the Registration Statement if, in its discretion, a facility or operation poses a potential impact on water quality.

Enter the total area (to the nearest 1/4 acre) of the development (meaning the total acreage of the larger common plan of development or sale). Include the acreage of any offsite support activities to be covered under the permit.

Estimated Acres to be Disturbed

Enter an estimate of the total number of acres of the site (to the nearest 1/4 acre) on which soil will be disturbed.

Section 9 Larger Common Plan of Development or Sale

Indicate if the area to be disturbed by the construction activity is part of a larger common plan of development or sale.

Section 10 Map

Attach a topographic map or other map which clearly shows the location of the construction activity, the area to be disturbed, and the receiving stream(s) for the stormwater discharge(s), including any offsite support activities to be covered under the permit.

Section 11 Location of Pollution Prevention Plan (SWPPP)

A stormwater pollution prevention plan (SWPPP) must be prepared in accordance with the requirements of the General VSMP Permit for Discharges of Stormwater from Construction Activities prior to submitting this Registration Statement. Give the location where the stormwater pollution prevention plan for the site may be viewed, and the name and phone number of a contact person. The contact person should be a person knowledgeable in the principles and practice of erosion and sediment controls, that is a licensed professional engineer, Responsible Land Disturber (RLD), or other knowledgeable person that (i) holds a certificate of competence from the board in the area of project inspection; or (ii) is enrolled in the board's training program for project inspection or combined administrator and successfully completes such program within one year of enrollment.

Section 12 Permanent BMPs That Will Be Installed

Attach a list of the permanent BMPs (both structural and non-structural) that will be installed at the construction site. For each BMP, include the following information:

- Type of BMP to be installed
- Geographic location (county - State Hydrologic Unit Code)
- Waterbody the BMP will discharge into
- Number of acres that will be treated (to the nearest quarter acre)

Section 13 Certification

The operator identified in Section 1 of this Registration Statement is responsible for certifying and submitting this Registration Statement. Please sign the form in INK. State statutes provide for severe penalties for submitting false information on this Registration Statement. State regulations require this Registration Statement to be signed as follows:

For a corporation: by a responsible corporate officer. For the purpose of this section, a responsible corporate officer means: (1) 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, or (2) the manager of one or more manufacturing, production, or operating facilities provided the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiating and directing other comprehensive measures to assure long term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information for permit application requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures; **[Note: if the title of the individual signing this form is "Plant Manager", submit a written verification that the authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures];**

For a partnership or sole proprietorship: by a general partner or the proprietor; or

For a municipality, state, Federal, or other public facility: by either a principal executive officer or ranking elected official.



VSMP General Permit Notice Of Termination - Construction Activity Stormwater Discharges (DCR01)

(Please Type or Print All Information)

1. Construction Activity Operator

Name: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____ Phone: _____

2. Location of Construction Activity

Name: _____
Address: _____
City: _____ State: _____ Zip: _____
If street address unavailable: Latitude _____ Longitude _____

3. VSMP Stormwater General Permit Number: _____

4. The Reason for Terminating Coverage Under the General Permit (Note: The construction activity operator may only submit a Notice of Termination after one or more of the conditions below have been met):

- Final stabilization has been achieved on all portions of the site for which the operator is responsible;
- Another operator has assumed control over all areas of the site that have not been finally stabilized;
- Coverage under an alternative VPDES or VSMP permit has been obtained; or
- For residential construction only, temporary stabilization has been completed and the residence has been transferred to the homeowner.

NOTE: The Notice of Termination must be submitted within 30 days of one of the above conditions being met. Authorization to discharge terminates seven (7) days after the Notice of Termination is submitted. For the purposes of this permit, a Notice of Termination that is mailed is considered to be submitted once it is postmarked.

5. Certification:

"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 assure 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 knowing violations."

Print Name: _____ Title: _____

Signature: _____ Date: _____

(Please sign in INK. The person signing this form must be associated with the operator identified in Item #1 above.)

For Department of Conservation and Recreation Use Only

Accepted/Not Accepted by: _____ Date: _____



Department of Conservation & Recreation
CONSERVING VIRGINIA'S NATURAL & RECREATIONAL RESOURCES

INSTRUCTIONS for FORM DCR 199-147

VSMP General Permit Notice Of Termination - Construction Activity Stormwater Discharges

General

A VSMP General Permit Notice of Termination must be submitted when an operator no longer wishes to be covered under a VSMP General Permit for Stormwater Discharges From Construction Activities.

Section 1 Activity Operator Information

Give the legal name of the person, firm, public organization, or any other entity that was issued the general permit for the site described in this Notice of Termination. Do not use a colloquial name. Enter the complete address and phone number of the operator.

Section 2 Activity Location Information

Enter the activity's official name and complete street address, including city, state and ZIP code. If the activity or site lacks a street address, indicate the latitude and longitude to the nearest 15 seconds of the approximate center of the site.

Section 3 Permit Information

Enter the existing VSMP Stormwater General Permit number assigned to the activity or site identified in Section 1.

Section 4 Reason for Termination

Check the appropriate statement indicating the reason for submitting this Notice of Termination. The Notice of Termination may only be submitted after one or more of the following conditions have been met:

1. Final stabilization has been achieved on all portions of the site for which the operator is responsible;
2. Another operator has assumed control over all areas of the site that have not been finally stabilized;
3. Coverage under an alternative VPDES or VSMP permit has been obtained; or
4. For residential construction only, temporary stabilization has been completed and the residence has been transferred to the homeowner.

The Notice of Termination must be submitted within 30 days of one of the above conditions being met. Authorization to discharge terminates seven (7) days after the Notice of Termination is submitted. For the purposes of this permit, a Notice of Termination that is mailed is considered to be submitted once it is postmarked.

Section 5 Certification

State statutes provide for severe penalties for submitting false information on this Notice of Termination.

State regulations require this Notice of Termination to be signed as follows:

For a corporation: by a responsible corporate officer. For the purpose of this section, a responsible corporate officer means: (1) 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, or (2) the manager of one or more manufacturing, production, or operating facilities provided the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiating and directing other comprehensive measures to assure long term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information for permit application requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures; **[Note: if the title of the individual signing this form is "Plant Manager", submit a written verification that the authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures];**

For a partnership or sole proprietorship: by a general partner or the proprietor; or

For a municipality, state, Federal, or other public facility: by either a principal executive officer or ranking elected official.

The Department of Conservation and Recreation reserves the right to request additional information not directly addressed by the registration statement if, in its discretion, a facility or operation poses a potential impact on water quality.



**VSMPP GENERAL PERMIT REGISTRATION STATEMENT FOR STORMWATER DISCHARGES
FROM SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS [DCR02]**

(Please Type or Print All Information)

1. Regulated Small MS4

Name: _____

Location (County or City): _____

2. Regulated Small MS4 Owner

Name: _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

3. Name(s) of the receiving water(s) into which the small MS4 discharges: _____

4. Attach a description of the Best Management Practices (BMPs) that the owner or another entity proposes to implement for each of the following stormwater minimum control measures:

- (1) public education and outreach on stormwater impacts,
- (2) public involvement/participation,
- (3) illicit discharge detection and elimination,
- (4) construction site stormwater runoff control,
- (5) post-construction stormwater management in new development and redevelopment, and
- (6) pollution prevention/good housekeeping for municipal operations.

5. For each of the BMPs described in (4), list the measurable goals for each BMP including, as appropriate, the years in which the required actions will be undertaken, including interim milestones and the frequency of the action.

6. Attach a list of the person or persons responsible for implementing or coordinating the small MS4 stormwater management program.

7. Certification: "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 assure 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 knowing violations."

Print Name: _____ Title: _____

Signature: _____ Date: _____

For Department of Conservation and Recreation Use Only

Accepted/Not Accepted by: _____ Date: _____

Basin _____ Stream Class _____ Section _____ Special Standards _____

VSMF GENERAL PERMIT REGISTRATION STATEMENT FOR STORMWATER DISCHARGES FROM SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS [DCR02]

WHO MUST FILE THE REGISTRATION STATEMENT

This registration statement must be completed and submitted by any regulated small MS4 requesting coverage under the above general permit for stormwater discharges.

1. Owners are regulated if they operate a small MS4, including but not limited to systems operated by federal, state, and local governments, including the Virginia Department of Transportation; and:
 - a. The small MS4 is located in an urbanized area as determined by the latest Decennial Census by the Census Bureau. If the small MS4 is not located entirely within an urbanized area, only the portion that is within the urbanized area is regulated; or
 - b. The small MS4 is designated by the Board.
2. An MS4 may be the subject of a petition to the Board to require a VSMF permit for their discharge of stormwater. If the Board determines that an MS4 needs a permit, the owner may use this registration statement to apply for coverage under the above general permit.

WHERE TO FILE THE REGISTRATION STATEMENT

The completed registration statement (with all attachments), a copy of the fee form and a copy of your check should be sent to the DCR's Urban Program's Section in the Division of Soil and Water Conservation. The original fee form, application fee of \$600.00, and a copy of the registration statement (without attachments) should be sent to the DCR's Division of Finance, Accounts Payable at the address given on the fee form.

COMPLETENESS

Complete all items except where indicated in order for your registration statement to be accepted. Attach separate sheets of paper for Item 4 (Description of BMPs), Item 5 (Measurable Goals), and Item 6 (Responsible Persons).

DEFINITIONS

BMPs means schedules of activities, prohibitions of practices including both a structural and nonstructural, maintenance procedures, and other management practices to prevent or reduce the pollution of surface waters from the impacts of land disturbing activities. BMPs also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw material storage.

Owner means the Commonwealth or any of its political subdivisions, including, but not limited to, sanitation district commissions and authorities, and any public or private institution, corporation, association, firm or company organized or existing under the laws of this or any other state or country, or any officer or agency of the United States, or any person or group of persons acting individually or as a group that owns, operates, charters, rents, or otherwise exercises control over or is responsible for any actual or potential discharge of sewage, industrial wastes, stormwater, or other wastes to state waters, or any facility or operation that has the capability to alter the physical, chemical, or biological properties of state waters in contravention of Section 62.1-44.5 of the Code of Virginia.

Small MS4 means all separate storm sewers that are: (1) Owned or operated by the United States, a state, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to state law) having jurisdiction over disposal of sewage, industrial wastes, stormwater, or other wastes, including special districts under state law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under subsection 208 of the CWA that discharges to surface waters; and (2) Not defined as "large" or "medium" municipal separate storm sewer systems, or designated under 4 VAC50-60-380 A 1. This term includes systems similar to separate storm sewer systems in

municipalities, such as systems at military bases, large hospital or prison complexes, and highways and other thoroughfares. The term does not include separate storm sewers in very discrete areas, such as individual buildings.

LINE BY LINE INSTRUCTIONS

Item 1. REGULATED SMALL MS4

Provide the **name** of the regulated small MS4.
Provide the **location** (county name or city name) where the small MS4 is located.

Item 2. REGULATED SMALL MS4 OWNER

Provide the **name** of the owner of the regulated small MS4.
Provide the small MS4 owner's **address**.
Provide the small MS4 owner's **city, state, zip code and phone number**.

Item 3. RECEIVING WATER(S)

Provide the **names(s) of the receiving water(s) into which the small MS4 discharges**.

Item 4. DESCRIPTION OF BMP's

Attach a description of the **Best Management Practices (BMPs)** that the owner or another entity proposes to implement for each of the six stormwater minimum control measures.

Item 5. MEASURABLE GOALS

For each of the BMPs described in Item 4, list the **measurable goals** for each BMP including, as appropriate, the years in which the required actions will be undertaken, including interim milestones and the frequency of the action.

Item 6. RESPONSIBLE PERSON(S)

Attach a list of the person or persons that will be responsible for implementing each of the small MS4 stormwater management program minimum control measures.

Item 7. CERTIFICATION

State statutes provide for severe penalties for submitting false information on this Registration Statement. State regulations require this Registration Statement to be signed as follows:

- (1) For a corporation: by a responsible corporate officer. For the purpose of this subsection, a responsible corporate officer means:
 - (a) 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, or
 - (b) the manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiating and directing other comprehensive measures to assure long term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information for permit application requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures;
- (2) For a partnership or sole proprietorship: by a general partner or the proprietor, respectively; or
- (3) For a municipality, state, federal, or other public agency: By either a principal executive officer or ranking elected official. For purposes of this subsection, a principal executive officer of a public agency includes:
 - (a) The chief executive officer of the agency, or
 - (b) A senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency.

Application Form 1-General Information, Consolidated Permits Program, EPA Form 3510-1 (June 1980) (DCR 199-149).

Available only as a PDF file. – Form Submitted to Registrar