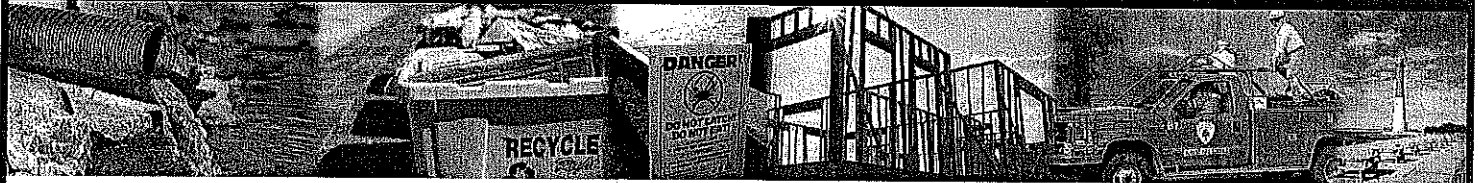


GUIDEBOOK FOR LOCAL GOVERNMENT OFFICIALS



air quality environmental regulation compliance and enforcement cool cities pesticides wildlife conservation corp sustainable communities land use management historic preservation
 crab & fish advisories diesel risk reduction water quality new jersey geological survey fish & wildlife solid & hazardous waste regulation nj watershed ambassadors gls estuaries beaches seeds
 air toxics endangered & non-game species site remediation historic sites dredging science, research & technology bear education njems nj forest fire service adopt a beach shell fisheries
 environmental safety & health watershed management smart growth drought water monitoring coastal management highlands natural lands trust brownfields nj outdoors radar
 policy, planning & science clean marinas green acres dam safety & flood control parks & forestry recycling environmental radiation marine fisheries cafra clean water nj mosquito control



request permitting nonpoint source pollution control global warming farmland preservation stormwater blue acres environmental justice lakes management wetlands forest resource education center
 governors environmental excellence awards waste management state forestry service open space preservation ozone action days clean water council data miner freshwater i-map nj
 state park police drinking water interpretive centers cooperative coastal monitoring stream encroachment earth day-county environmental health act well permitting natural heritage
 greenhouse gas initiative superfund project wet nj pinelands commission water supply pollution prevention & right to know project learning tree urban fishing nj energy master plan
 natural resource restoration nj small business environmental assistance project wild & aquatic wild community forestry quality assurance environmental education tidelands clean air council



NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION
 JON S. CORZINE, GOVERNOR
 LISA P. JACKSON, COMMISSIONER

NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL
PROTECTION

VISION STATEMENT

As national leaders in the stewardship of natural resources, we preserve the ecological integrity of the Garden State and maintain and transform places into healthy, sustainable communities. Our dynamic workforce provides excellence in public service through innovation, education, community involvement and sound science.

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Communications/Environmental Education

DIVISION: Office of the Commissioner

GENERAL PHONE NUMBER: 609-984-9802 **FAX NUMBER:** 609-292-3198

WEB ADDRESS: www.nj.gov/dep/seeds

PROGRAM DESCRIPTION:

The office's environmental and public education professionals assist with the development, coordination, promotion and distribution of the department's priority and comprehensive educational resources and opportunities.

Examples of the department's environmental education resources include curriculum supplemental materials, teacher training opportunities, student and youth programs, community and volunteer projects, field trip opportunities and public events, educational literature, exhibits, contests and awards and web-based information and activities. To learn more about these resources visit **SEEDS**, the "*State Environmental Education Directory Site*," at www.nj.gov/dep/seeds.

Environmental education staff are also responsible for administering the work of the New Jersey Commission on Environmental Education and Interagency Work Group (www.nj.gov/dep/seeds/njcee/index.htm). In addition, the state's annual celebration of Earth Day and Environmental Education Week are coordinated and promoted by this office (www.earthdaynj.org).

Audiences served include schools, colleges and universities; environmental and civic organizations; community, religious and youth groups; environmental commissions; parks, nature centers and museums; local government; businesses and corporations; and, families and youth.

The purpose of the office's environmental education efforts (as adopted from the National Environmental Education Advisory Council) is: "*Environmental education is a learning process (for all ages) that increases people's knowledge and awareness about the environment and associated challenges, develops the necessary skills and expertise to address these challenges, and fosters attitudes, motivations and commitments to make informed decisions and take responsible actions.*"

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

New Jersey Environmental Primer 2007

New Jersey Environmental Primer 2006 (Spanish Edition)

Environmental Education in New Jersey: A Plan of Action

SEEDS Promotional Flyer

Teaching the Environment – DEP Curriculum Resources for Educators

Constituent Relations and Customer Service

DIVISION: Office of the Commissioner

GENERAL PHONE NUMBER: (609) 292-2885 **FAX NUMBER:** (609) 984-3962

WEB ADDRESS: None

PROGRAM DESCRIPTION:

The office is responsible for tracking and coordinating responses to all letters to the Commissioner and all e-mails to the department's web site, as well as the coordination of constituent outreach meetings and information sessions. In addition, the office is responsible for management of the annual Governor's Environmental Excellence Awards Program, and organizing meetings for visiting international delegations.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

Applications for Annual Governor's Environmental Excellence Awards Program may be obtained at www.nj.gov/dep/eeawards/

Dispute Resolution

DIVISION: Office of the Commissioner

GENERAL PHONE NUMBER: 609-292-6363 **FAX NUMBER:** 609-292-7695

WEB ADDRESS: www.nj.gov/dep/adr

PROGRAM DESCRIPTION:

The office provides a forum other than the administrative and trial courts for resolution of disagreements between the department and affected parties. This forum serves a dual purpose: to reduce costly and protracted legal proceedings at taxpayer expense and establish more meaningful lines of communication among environmental regulators and the regulated community. The office may be able to offer assistance in resolving matters with the department.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

None

Legislative Affairs and Local Government Assistance

DIVISION: Office of the Commissioner

GENERAL PHONE NUMBER:

Legislative Affairs: (609) 633-7698 Fax Number: (609) 633-2102
Local Government Assistance: (609) 633-7660

WEB ADDRESS: www.nj.gov/dep/localgov

PROGRAM DESCRIPTION:

The Office of Legislative Affairs provides assistance to federal and state legislators. The office acts as a liaison between the legislature and the various branches of the department to address environmental issues of interest to legislators. The office also coordinates department involvement in the development of environmental legislation.

The Office of Local Government Assistance provides assistance to all the mayors, counties, municipalities and directly with inter-government affairs in other state departments as well as the Governor's office. This program also works directly with other groups that coordinate programs throughout the year that deal with housing issues, tax conferences, redevelopment, permitting, etc. The office also works with outside agencies (e.g. NJSLOM) to address issues with the department.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

NJDEP Grant and Loan Catalogue
NJDEP Guide for Local Government Officials

COMPLIANCE AND ENFORCEMENT



Wolfgang Skacel

Assistant Commissioner

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Environmental & Compliance Services
Water Compliance and Enforcement
Air Compliance and Enforcement
Pesticide Control and Coastal and Land Use
County Environmental and Waste Enforcement

Air Pollution Compliance and Enforcement

DIVISION: Air Compliance and Enforcement

GENERAL PHONE NUMBER: (609) 633-7288 **FAX NUMBER:** (609) 292-9938

WEB ADDRESS: www.nj.gov/dep/enforcement/air.html

PROGRAM DESCRIPTION:

The Air Pollution Compliance and Enforcement Program perform air pollution control activities to ensure compliance with the Air Pollution Control Act and subsequent regulations. Activities include conducting inspections and investigation to determine compliance with permits and/or regulations, investigating complaints and performing oversight of stack emission testing. Additional activities include providing compliance assistance, collecting samples and gathering evidence and issuing enforcement documents. The program also assists the Attorney General's Office in developing enforcement cases and testifying in court, and negotiating compliance schedules and penalty settlements.

It should be noted that local governments are prohibited from implementing air pollution control ordinances as of June 15, 1995.

To report a complaint or potential air pollution violation, please call the department's toll free Environmental Hotline at **1-877-WARNDEP** (1-877-927-6337).

MONETARY ASSISTANCE PROVIDED:

No monetary assistance is provided. However, the County Environmental Health Act (CEHA) Program provides grant money to certified county health agencies for the purpose of supporting environmental health services, including air pollution control. This program can provide free on-site compliance assistance upon request to determine regulatory compliance under the department's Greenstart program. For more information about Greenstart, please visit the website at: www.nj.gov/dep/enforcement/greenstart.htm or call 609-292-1305.

PERMITTING RESPONSIBILITIES:

None.

PUBLICATIONS AVAILABLE:

<i>Air Pollution Control Act</i>	<i>N.J.S.A. 26:2C-1 et seq.</i>
<i>Air Pollution Control Regulations</i>	<i>N.J.A.C. 7:27-1 et seq.</i>

County Environmental Health Act (CEHA)

DIVISION: Local Environmental Management

GENERAL PHONE NUMBER: (609) 292-1305

FAX NUMBER: (609) 984-9658

WEB ADDRESS: www.nj.gov/dep/enforcement/olem

PROGRAM DESCRIPTION:

Through the Office of Local Environmental Management (OLEM), under CEHA, the department certifies county health agencies to act on its behalf and delegates inspection, investigative, and enforcement authority to them in the following environmental areas: solid waste, air pollution and water pollution control; noise control, and hazardous materials emergency response.

In addition, many counties perform special or pilot projects such as school lab chemical compliance assistance, ambient surface water sampling, pesticides, underground storage tank inspections, Right-to-Know, coastal and freshwater bathing beach monitoring, and migrant farm well water sampling.

Each certified local health agency conducts inspections to determine compliance with delegated environmental statutes and regulations; investigates citizen complaints; provides public information and citizen education services in all matters concerning environmental health; gathers evidence of violations as required; takes enforcement actions; assists the department in developing enforcement cases; negotiates compliance schedules and penalty settlements; and provides witnesses for any resultant court action as needed.

OLEM provides assistance to the counties to fulfill their CEHA obligations by executing annual grant agreements to help support delegated activities, reviewing performance reports, performing annual audits, and serving as a liaison between county health departments and a variety of programs within the department.

MONETARY ASSISTANCE PROVIDED:

There is an annual state appropriation available in the form of grant money for the purpose of supporting environmental health services undertaken by certified local health agencies on behalf of the department. The OLEM administers the CEHA program and awards grant funds on an annual basis to the 21 certified county health agencies.

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

County Environmental Health Act
County Environmental Health Act regulations

N.J.S.A. 26:3A2-21 et seq.
N.J.A.C. 7:1H-1 et seq.

Enforcement & Compliance Services

DIVISION: Compliance & Enforcement

GENERAL PHONE NUMBER: (609) 292-6549 **FAX NUMBER:** (609) 984-9658

WEB ADDRESS: www.nj.gov/dep/enforcement/enfservices.html

PROGRAM DESCRIPTION:

This program is responsible for improving the efficiency and effectiveness of Compliance and Enforcement. The bureau, as a whole, represents a commitment to working smarter and focusing resources where they can have the greatest impact. The bureau is responsible for communications and outreach including web design. The bureau also provides special project support and development, as well as report development and information gathering. The bureau is responsible for Open Public Records Act (OPRA) request management and tracking within the division, and provides data system support, implementation and quality control and case management support.

Compliance and Enforcement has created an advisory system to help quickly and easily recognize the intent and utility of its various outreach efforts. Each advisory follows a common abbreviated format to outline the issue, help you determine if you are affected, describe what you can do, and how to get more information. There are three types of advisories that are currently issued:

Enforcement Alerts - anticipated enforcement activities

Enforcement Alerts highlight areas of concern within the department where some change will likely result in increased observation of non-compliance and/or more strict enforcement. The change might be a shift in department policy, or a targeted effort to address a specific environmental issue or rule change. By heeding an Enforcement Alert, you may be able to get ahead of the change and avoid non-compliance as well as an associated potentially strict enforcement approach.

Warnings – emerging patterns of non-compliance

Compliance Advisory Warnings highlight non-compliance issues experienced by others. These problems may be common, recurring or newly emerging. By heeding Compliance Advisory Warnings you can benefit from the experiences of others and avoid common mistakes. Widespread response to Warnings may prevent an issue from rising to the level of an Enforcement Alert where the department must initiate new steps to address a problem.

Updates - incentives, compliance assistance and rule changes

Compliance Advisory Updates highlight an opportunity to improve compliance on your own, and/or reduce your liability or potentially avoid regulation altogether. Compliance Advisory Updates subjects cover rule changes or new rules, potential benefits of specific incentives/initiatives/programs or tools as they become available.

All advisories are posted on the web. Interested persons can subscribe at www.nj.gov/dep/enforcement/listserv.html to receive notices of new advisories.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

The EZ Inspect Guide is a guide to assist the regulated community in understanding Compliance and Enforcement's inspection process. It is not intended to be program/media specific nor contain all of the applicable regulations or requirements. The guide focuses on general questions to help simplify the inspection process. The guide can be downloaded from www.nj.gov/dep/enforcement/ezinspect.html.

Hazardous Waste Compliance and Enforcement

DIVISION: County Environmental and Waste Enforcement

GENERAL PHONE NUMBER: (609) 584-4250 **FAX NUMBER:** (609) 588-2444

WEB ADDRESS: www.nj.gov/dep/enforcement/hw.html

PROGRAM DESCRIPTION:

The Bureau of Hazardous Waste Compliance and Enforcement performs activities to ensure that hazardous waste is properly identified and collected, transported, treated and disposed of in an environmentally sound manner. Activities include providing compliance assistance, the investigation of complaints, conducting inspections and issues enforcement documents, (both formal and informal which may include assessed penalties). The program also assists the Attorney General's Office in developing enforcement cases and testifying in court, and negotiates compliance schedule and penalty settlements.

The department has been delegated authority by the USEPA to administer the Resource Conservation Recovery Act (RCRA) program in New Jersey. There is also a transportation oversight function that includes, in coordination with the State Police, roadside operations and hazardous waste transporter terminal audits.

To report a complaint or potential hazardous waste pollution violation, please call the department's toll free Environmental Hotline at **1-877-WARNDEP** (1-877-927-6337).

MONETARY ASSISTANCE PROVIDED:

No monetary assistance is provided. However, the County Environmental Health Act (CEHA) Program provides grant money to certified county health agencies for the purpose of supporting environmental health services, including hazardous waste control activities. This program can provide free on-site inspections upon request to determine regulatory compliance under the department's Greenstart program. For more information about Greenstart, please visit the website at: www.nj.gov/dep/enforcement/greenstart.htm or call 609-292-1305.

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

*Solid Waste Management Act: N.J.S.A. 13:1E-1 et seq.
And N.J.A.C. 7:26G-1 et seq., Federal 40 CFR*

Land Use Compliance and Enforcement

DIVISION: Compliance and Enforcement

GENERAL PHONE NUMBER: (609) 984-4587 **FAX NUMBER:** (609) 633-6798

WEB ADDRESS: www.state.nj.us/dep/enforcement/lu.html

PROGRAM DESCRIPTION:

The Bureau of Land Use Compliance and Enforcement responds to reports and/or complaints of possible land use violations received from municipal and county officials, private citizens, and other public and private organizations. It conducts education and outreach programs to educate all levels of government, organizations, and citizens on the technical aspects of the rules regulating development in areas under the Municipal Land Use Law (MLUL) jurisdiction and the importance of complying with them. In addition, the bureau conducts inspections of Land Use Permits to ensure compliance with the permit conditions, requirements, and limitations. Furthermore, the bureau issues enforcement documents compelling compliance, including Notices of Violation (NoV), Administrative Orders (AO) and Notices of Civil Administrative Penalty Assessments, as well as executing Administrative Consent Orders (ACO) to resolve cases and ensure compliance and restoration. The bureau monitors enforcement cases to ensure compliance by the respondent either securing appropriate Land Use permits or by removing the violation by restoration and/or mitigation. In addition, the bureau provides compliance assistance to municipal governments and citizens unfamiliar with the regulations. The bureau also attaches and/or records violations to the property deed of the site where applicable.

To report a complaint or potential land use violation, please call the department's toll free Environmental Hotline at **1-877-WARNDEP** (1-877-927-6337).

MONETARY ASSISTANCE PROVIDED:

No monetary assistance is provided. However, the County Environmental Health Act (CEHA) Program provides grant money to certified county health agencies for the purpose of supporting environmental health services. This program can provide free on-site compliance assistance upon request to determine regulatory compliance under the department's Greenstart program. For more information about Greenstart, please visit the website at:
www.nj.gov/dep/enforcement/greenstart.htm or call 609-292-1305.

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

www.state.nj.us/dep/enforcement/lu.html

Noise Control

DIVISION: Office of Local Environmental Management

GENERAL PHONE NUMBER: (609) 292-1305

FAX NUMBER: (609) 984-9658

WEB ADDRESS: www.nj.gov/dep/enforcement/contact-noise.html

PROGRAM DESCRIPTION:

Noise enforcement is coordinated through the department's Office of Local Environmental Management (OLEM), which acts as a liaison to the New Jersey Noise Control Council and county and municipal agencies. The OLEM is responsible for oversight of the Noise Control Act, and through the County Environmental Health Act (CEHA), delegates noise enforcement responsibilities to certified county health agencies. Furthermore, municipalities with approved noise control ordinances may conduct noise investigations and enforcement.

In addition, Rutgers University offers free technical advice to county and municipal officials through its Noise Technical Assistance Center and offers three-day noise certification and one-day recertification courses. For more information visit: www.envsci.rutgers.edu/org/rntac/ or call (732) 932-9800 ext. 6137.

OLEM also assists municipalities in the development and adoption of local noise ordinances, and directs complainants to appropriate local noise control officials.

MONETARY ASSISTANCE PROVIDED:

No monetary assistance is provided. However, the County Environmental Health Act (CEHA) Program provides grant money to designated county health offices for the purpose of supporting environmental health services, including noise pollution control. This program can provide free on-site compliance assistance upon request to determine regulatory compliance under the department's Greenstart program. For more information about Greenstart, please visit the website at: www.nj.gov/dep/enforcement/greenstart.htm or call 609-292-1305

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

Rutgers Community Noise Enforcement Manual (available through Rutgers certification course)
Noise Control Act N.J.S.A. 13:1G-1 *et seq.*
Noise Control Rules N.J.A.C. 7:29-1 *et seq.*

Pesticide Control

DIVISION: Coastal & Land Use Enforcement

GENERAL PHONE NUMBER: (609) 984-6507 **FAX NUMBER:** (609) 984-6555

WEB ADDRESS: www.pcpnj.org

PROGRAM DESCRIPTION:

The Pesticide Control Program (PCP) ensures compliance with federal and state laws and regulations regarding the use, sale, transport, disposal, manufacture, and storage of pesticides in the state of New Jersey. It also promotes pollution prevention and pesticide use reduction initiatives through training and outreach activities involving alternative pest control strategies such as Integrated Pest Management (IPM). In addition, the Pesticide Control Council, through the PCP, serves as the governor's advisory board on pesticide issues for the department.

Through the following activities the PCP enforces the state code and the Federal Insecticide, Fungicide and Rodenticide Act (FIFRA). The PCP provides compliance assistance, conducts complaint investigations at commercial, public and farm sites and conducts inspections and environmental sampling to determine violations and decide if any pesticide contamination must be removed. In addition, the program also coordinates activities regarding the promotion and implementation of IPM, and enforces the Worker Protection Standards that involve the protection of 40,000 agricultural workers on New Jersey farms and nurseries.

The PCP trains, certifies and licenses agricultural, commercial and governmental users of pesticides and pesticide dealers to ensure competency. The program also administers exams and evaluates, monitors, and tracks training courses for initial and continuing education requirements. It registers all pesticide products sold, used or manufactured in the state, and registers beekeepers for notification purposes. In addition, the PCP also issues aquatic pesticide use and mosquito/fly control permits, conducts environmental monitoring and research projects, as well as providing technical assistance on pesticide related matters. Furthermore, the program performs hazard assessment on pesticide issues, conducts routine pesticide use surveys, and performs laboratory analysis of pesticide samples taken for compliance activities, environmental monitoring and research projects.

To report a complaint or potential pesticides violation, please call the department's toll free Environmental Hotline at **1-877-WARNDEP** (1-877-927-6337).

MONETARY ASSISTANCE PROVIDED:

No monetary assistance is provided. However, the County Environmental Health Act (CEHA) Program provides grant money to certified county health agencies for the purpose of supporting environmental health services. This program can provide free on-site compliance assistance upon request to determine regulatory compliance under the department's Greenstart program. For more information about Greenstart, please visit the website at: www.nj.gov/dep/enforcement/greenstart.htm or call 609-292-1305.

There are two common areas for which local governments often need compliance assistance. The first is licensing and other requirements for government employees who use pesticides (which includes insecticides, herbicides, fungicides, etc.). The second is School IPM, a recent statutory mandate requiring Integrated Pest Management techniques in all New Jersey schools (grades pre-K through 12).

PERMITTING RESPONSIBILITIES:

The program reviews and issues permits for aquatic pesticide use and for large scale mosquito/fly control programs not carried out by the County mosquito control agencies.

PUBLICATIONS AVAILABLE:

Pesticide Control Act of 1971: N.J.S.A. 13:1F-1 et seq. and N.J.A.C. 7:30-1 et al.

Solid and Hazardous Waste Regulation

DIVISION: County Environmental and Waste Enforcement

GENERAL PHONE NUMBER: (609) 984-2014 **FAX NUMBER:** (609) 777-0769

WEB ADDRESS: www.state.nj.us/dep/enforcement/shwr.html

PROGRAM DESCRIPTION:

The Bureau of Solid & Hazardous Waste Regulation performs numerous registration and data management activities to ensure that solid waste, medical waste, and hazardous waste is collected, transported and disposed of in an environmentally acceptable manner and in a competitive marketplace.

The bureau oversees all economic regulation solid waste activities. This includes facility rate regulation, collector's effective competition, and issuance of Certificates of Public Convenience and Necessity. The bureau oversees host community benefits, and financial transactions such as mergers, stock transfers and management agreements. In addition, the bureau registers, tracks and bills medical waste generators, reviews Biennial Hazardous Waste Reports and maintains data used to identify generators that manage hazardous waste off-site, and transporters, storage and disposal facilities which receive or manage hazardous waste in New Jersey. Furthermore, the bureau administers the licensing (A-901) of companies engaged in the solid/hazardous waste business, manages the screening process for persons seeking an exemption from A-901 and registers solid and hazardous waste transporter vehicles and equipment.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

The bureau reviews and issues solid and hazardous waste transporter licenses and waste transportation vehicle registrations.

PUBLICATIONS AVAILABLE:

Transporters Guide

Online Customer Survey: www.state.nj.us/dep/dshw/hwr/bcsform.htm

Solid Waste Compliance and Enforcement

DIVISION: County Environmental and Waste Enforcement

GENERAL PHONE NUMBER: (609) 584-4180 **FAX NUMBER:** (609) 588-2444

WEB ADDRESS: www.nj.gov/dep/enforcement/sw.html

PROGRAM DESCRIPTION:

The Solid Waste Compliance and Enforcement Program ensures compliance with the Solid Waste Management Act (SWMA) and the Solid Waste Utility Control Act and regulations. The bureau conducts inspections and complaint investigations to verify that solid waste, regulated medical waste, and recyclable materials are collected, transported and disposed/recycled of in an environmentally acceptable manner and in a competitive marketplace. In addition, the bureau provides compliance assistance and issues enforcement documents. Furthermore, the bureau assists the Attorney General's Office in developing enforcement cases and testifies in court; and negotiates compliance schedules and penalty settlements.

This program also oversees the performance of solid waste activities undertaken by certified county health agencies and municipal boards of health, which are authorized to enforce the SWMA. The Solid Waste Management Districts (i.e. 21 counties and Hackensack Meadowlands Development Corporation) are responsible for developing and implementing a comprehensive solid waste management plan, subject to department approval, to meet the solid waste management needs of every municipality within its area of jurisdiction. Each municipality is required to adopt and enforce a recycling ordinance to complement their county solid waste plan.

To report a complaint or potential solid waste pollution violation, please call the department's toll free Environmental Hotline at **1-877-WARNDEP** (1-877-927-6337).

MONETARY ASSISTANCE PROVIDED:

No monetary assistance is provided. However, the County Environmental Health Act (CEHA) Program provides grant money to certified county health agencies for the purpose of supporting environmental health services, including solid waste control activities. This program can provide free on-site inspections upon request to determine regulatory compliance under the department's Greenstart program. For more information about Greenstart, please visit the website at: www.nj.gov/dep/enforcement/greenstart.htm or call 609-292-1305.

PERMITTING RESPONSIBILITIES

None

PUBLICATIONS AVAILABLE:

Solid Waste Management Act
Solid Waste Management Regulations

N.J.S.A. 13:1E-1 et seq.
N.J.A.C. 7:26A-1 et seq.

Underground Storage Tanks

DIVISION: Water Compliance and Enforcement

GENERAL PHONE NUMBER: (609) 984-5855 **FAX NUMBER:** (609) 292-9938

WEB ADDRESS: www.state.nj.us/dep/enforcement/ust.html

PROGRAM DESCRIPTION:

Underground Storage Tank (UST) is a component of the Division's Water Compliance and Enforcement program. This program is dedicated to enforcing what are commonly referred to as the "operational compliance" requirements for USTs, found in N.J.A.C. 7:14B. These include, but are not limited to, registration, general operating procedures, release detection, release reporting and investigation, out-of-service and closure procedures and financial responsibility.

The bureau functions include providing compliance assistance, performing UST facility inspections, and the investigation of regulated UST related complaints. The bureau also issues enforcement documents that may include penalty assessments, negotiation of return to compliance schedules and penalty settlements. In addition, the bureau assists the Attorney General's Office in developing enforcement cases and testifying in court, and negotiating compliance schedule and penalty settlements.

To report a complaint or potential land use violation, please call the department's toll free Environmental Hotline at **1-877-WARNDEP** (1-877-927-6337).

MONETARY ASSISTANCE PROVIDED:

No monetary assistance is provided. However, the County Environmental Health Act (CEHA) Program provides grant money to certified county health agencies for the purpose of supporting environmental health services. This program can provide free on-site compliance assistance upon request to determine regulatory compliance under the department's Greenstart program. For more information about Greenstart, please visit the website at: www.nj.gov/dep/enforcement/greenstart.htm or call 609-292-1305.

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

To view and/or obtain copies of department rules go to:

www.state.nj.us/dep/legal/nj_env_law.htm

For N.J.A.C. 7:14B, Underground Storage of Hazardous Substances (UST) Rules, go to:

www.nj.gov/dep/srp/regs/

See also Water Pollution Control Act: N.J.S.A. 58:10A-1 et seq. and related regulations found in N.J.A.C. 7:14-1.1 et seq.; and N.J.A.C. 7:14A-1.1 et seq.

Water Pollution Compliance and Enforcement

DIVISION: Compliance and Enforcement

GENERAL PHONE NUMBER: (609) 984-5855 **FAX NUMBER:** (609) 292-9938

WEB ADDRESS: www.nj.gov/dep/enforcement/water.html

PROGRAM DESCRIPTION:

This program is responsible for ensuring compliance with the state's water programs. A particular focus is placed on inspections of wastewater discharge facilities, community drinking water supply facilities and facilities that have regulated Underground Storage Tanks (UST). The program provides compliance assistance for anyone requiring guidance with these programs.

To report a complaint or potential hazardous waste pollution violation, please call the department's toll free Environmental Hotline at **1-877-WARNDEP** (1-877-927-6337).

MONETARY ASSISTANCE PROVIDED:

No monetary assistance is provided. However, the County Environmental Health Act (CEHA) Program provides grant money to certified county health agencies for the purpose of supporting environmental health services, including the New Jersey Environmental Infrastructure Trust (NJEIT) and the Drinking Water State Revolving Fund (DWSRF). This program can provide free on-site inspections upon request to determine regulatory compliance under the Department's Greenstart program. For more information about Greenstart, please visit the website at: www.nj.gov/dep/enforcement/greenstart.htm or call 609-292-1305.

PERMITTING RESPONSIBILITIES:

Water Compliance and Enforcement does not issue permits, however, our regional offices will review draft permits prior to issuance.

PUBLICATIONS AVAILABLE:

The Clean Water Enforcement Act Annual Reports are available for review online at: www.nj.gov/dep/enforcement/report-cwea.html

Highlights reports and Compliance Advisories are available at our website: www.nj.gov/dep/enforcement/water.html

ENVIRONMENTAL REGULATION



Nancy Wittenberg

Assistant Commissioner

Phone: (609) 292-2795

Fax: (609) 777-1330

Water Quality

Air Quality

Environmental Safety and Health

Solid and Hazardous Waste

Community Right to Know

DIVISION: Environmental Safety and Health

GENERAL PHONE NUMBER: (609) 292-6714 **FAX NUMBER:** (609) 292-1816

WEB ADDRESS: www.nj.gov/dep/opppc/

PROGRAM DESCRIPTION:

The Community Right to Know (CRTK) program collects, processes, and disseminates the data regarding the chemical inventory, environmental release and materials accounting. This data is required to be reported under the New Jersey Worker and Community Right to Know Act, and the federal Emergency Planning and Community Right to Know Act of 1986 (EPCRA). This information is used by the public, emergency planners, and first responders to determine the chemical hazards in the community.

Copies of the chemical inventory reporting form (the Community Right to Know Survey), are required under state law to be transmitted by the facilities to the Local Emergency Planning Committee (LEPC), and the police and fire departments. The department can also provide to the municipality, upon request, an electronic record of what was reported by companies in their town.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

Community Right to Know Annual Report for Reporting Year 2004
Community Right to Know State and Federal Compliance Guide

Diesel Risk Reduction

DIVISION: Air Quality

GENERAL PHONE NUMBER: (609) 292-7953 **FAX NUMBER:** (609) 777-1330

WEB ADDRESS: www.StopTheSoot.org

PROGRAM DESCRIPTION:

This part of our program provides outreach and guidance materials describing the state laws on idling vehicles (buses, trucks, cars, etc.), which are also available on our website. The program provides guidance to local police departments on how to enforce idling requirements and can also provide guidance, where appropriate, to guide decisions about land use approvals near sources of diesel emissions. For example, municipalities may want to restrict certain land uses such as schools or housing near heavy sources of diesel idling such as truck stops or rail yards.

In addition, the program provides the coordination of funding for demonstration projects to reduce diesel emissions. This program receives limited funding from various sources such as federal grants and enforcement settlements. These funds are used to demonstrate new diesel emission reduction technologies or apply existing technologies to new types of equipment. Municipal and county vehicles are often good candidates for these technologies.

MONETARY ASSISTANCE PROVIDED:

Funding from a variety of sources may be available. Interested parties are encouraged to complete a Project Information Form, available by calling us. This form allow the potential applicant to describe the nature of the project, the amount of funding requested, and other partners who will contribute to the project.

PERMITTING RESPONSIBILITIES:

The Diesel Risk Reduction Program does not oversee any permit programs, but will refer candidates to these programs when indicated.

PUBLICATIONS AVAILABLE:

Summary of N.J. Idling Requirements for Diesel Powered Motor Vehicles
Diesel School Buses and Your Children's Health: What You Need to Know
Gasping For Breath: What Everyone Should Know About the Harmful Effects of Fine Particulate Pollution From Diesel Emissions
Health Concerns of Diesel: Questions and Answers
Frequently Asked Questions About Idling Restrictions

Diesel Risk Reduction - Mandatory Retrofit

DIVISION: Air Quality

GENERAL PHONE NUMBER: (609) 292-7953 **FAX NUMBER:** (609) 777-1330

WEB ADDRESS: www.stopthesoot.org

PROGRAM DESCRIPTION:

The Mandatory Retrofit Program implements the requirements of the Diesel Retrofit Program Rules at N.J.A.C. 7:27-32. These rules require owners of certain diesel vehicles and equipment to install control devices to reduce the emissions of fine particulate matter. The vehicles/equipment regulated by this program are: all privately and publicly owned school buses; publicly-owned solid waste collection vehicles; privately-owned solid waste collection vehicles that are used in a public contract; publicly and privately-owned commercial buses; and all publicly-owned on-road vehicles and off-road equipment.

All school buses are required to install closed crankcase ventilation systems. All other vehicle and equipment types are required to install tailpipe control devices, often referred to as retrofit devices. The vehicle owners will be required to submit information regarding their fleet to the department, along with a description of the particular device that will be installed to meet the requirements of the rules.

The vehicle owner must have the retrofit device installed by an authorized installer, who will incur the purchase and installation costs of the devices. The department, in turn, will reimburse the authorized installer for these costs once the installation is complete. All eligible control devices and authorized installers will be listed on a State Contract to be awarded in the Fall of 2007.

The vehicle owner is required to have the installation verified during its next regularly scheduled inspection. Annual updates of the fleet inventory are also required.

Compliance deadlines are contingent on the date the rule becomes operative. For example, a public entity that owns solid waste collection vehicles must submit a fleet inventory and a description of the control device to the department within six months of the effective date of the rule. However, a public entity that has on-road vehicles or off-road equipment that are not solid waste collection vehicles, must submit their information four years from the effective date of the rule. Installation of the control devices would be required once the department approves the submittal and certifies available funding.

MONETARY ASSISTANCE PROVIDED:

The purchase and installation costs associated with the required technology are reimbursed to the authorized installers of the device. If a local government chooses to become an "authorized installer" per the definition and requirements established within the rules, then the agency may apply to the department to recoup the applicable costs. However, the public agency must have an established grant agreement with the department in order to be eligible for a reimbursement.

PERMITTING RESPONSIBILITIES:

There are no permits associated with this program, however, the department must approve the submittals outlined above before the vehicle owner can proceed with installation.

PUBLICATIONS AVAILABLE:

Diesel Law Fact Sheet

Additional guidance and workshops will be provided in the future and can be accessed at www.stopthesoot.org

Environmental Infrastructure Financing

DIVISION: Water Quality - Municipal Finance and Construction Element

GENERAL PHONE NUMBER: (609) 292-8961 **FAX NUMBER:** (609) 633-8165

WEB ADDRESS: www.nj.gov/dep/dwq/mface.htm

PROGRAM DESCRIPTION:

The New Jersey Environmental Infrastructure Financing Program (Financing Program) is a revolving loan program administered by the Municipal Finance and Construction Element (MF&CE), and the New Jersey Environmental Infrastructure Trust (Trust), an independent state financing authority. The Financing Program provides loans to local government units for the construction of wastewater treatment facilities, sludge management systems for wastewater and water treatment systems, combined sewer overflow abatement, stormwater, and other non-point source management projects. The financing program also provides loans to both publicly and privately owned drinking water systems for the construction or upgrade of drinking water facilities, transmission and distribution systems, storage facilities, and source development. Funds are made available under the federal Clean Water and Safe Drinking Water Acts and various state bond acts. Since the enactment of the loan program, more than \$1.5 billion in state and federal funds have been awarded.

The Financing Program provides zero percent interest rate loans to local government units from the department for up to half the allowable project costs, and a market rate loan from the Trust for the remaining allowable costs.

MONETARY ASSISTANCE PROVIDED:

Low cost loans are available to public entities for qualified projects through the New Jersey Environmental Infrastructure Financing (NJEIF) Program. Information can be obtained at www.nj.gov/dep/dwq/wfp.htm and www.njeit.org.

PERMITTING RESPONSIBILITIES:

Although, the program has no permitting responsibilities, it requires that the proposed funded project be construction ready and that all required permits be obtained and issued.

PUBLICATIONS AVAILABLE:

Please refer to the websites.

Environmental Radiation - Radon

DIVISION: Environmental Safety and Health

GENERAL PHONE NUMBER: (609) 984-5425 **FAX NUMBER:** (609) 984-5595

WEB ADDRESS: www.njradon.org

PROGRAM DESCRIPTION:

When a home with a radon concentration of 100 pCi/L or greater is confirmed in a municipality, letters will be sent to the mayor and health officer of that community, informing them of the existence of the Elevated Radon Awareness Program (ERAP). Through ERAP, the municipality will be asked if they would like to purchase radon test devices to hand out free of charge to residents to encourage additional testing. The municipality would be reimbursed up to \$1,000 for the purchase of radon test devices.

The municipality has two months to return a form indicating that they are interested in participating. If a municipality participates, they are required to send press releases to one local and one regional newspaper to notify residents of the availability of free test kits.

They are also required to keep records of all of the addresses in the municipality that are given the free test kits. The municipality would notify the Radon Section semi-annually of each address where a test kit is given out until the purchased quantity is exhausted.

MONETARY ASSISTANCE PROVIDED:

After the municipality purchases the devices, the Radon Section will reimburse the municipality up to \$1,000. These funds are available from the EPA State Indoor Radon Grant (www.epa.gov).

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

Radon Testing and Mitigation: The Basics
Radon Information for Home Buyers and Sellers
New Jersey Radon Potential Map

Landfill and Hazardous Waste Permitting

DIVISION: Solid and Hazardous Waste Management Program

GENERAL PHONE NUMBER: (609) 984-6985 **FAX NUMBER:** (609) 633-9839

WEB ADDRESS: www.nj.gov/dep/dshw

PROGRAM DESCRIPTION:

The bureau issues permits and approvals for solid waste landfills, incinerators, universal waste, Class D used oil facilities, hazardous waste facilities, regulated medical waste, and beneficial use of solid waste.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

See above.

PUBLICATIONS AVAILABLE:

Recycling Manual for New Jersey Schools
Guidelines for Siting Used Oil Collection Tanks
Guidance - Sampling and Analysis of Concrete Designated for Recycling
Summary of Sampling and Analysis of Concrete Designated for Recycling
Manual - Composting Leaves and Management of Other Yard Trimmings
Practical Recycling Economics Making the Numbers Work For Your Program Manual
Solid & Hazardous Waste Transporters' Quick Assess Guide Book for 2003-2005.
Technical Manual for Class "B" Recycling Center Approvals
Technical Manual for Class "C" Recycling Center Approvals
Technical Manual for Class "D" Recycling Center Approvals for Used Oils
Technical Manual for Class "D" Recycling Center Approvals for Batteries, Thermostats, Lamps, Oil-Based Finishes, Mercury-Containing Devices, Consumer Electronics, Latex Paints and Antifreeze
Technical Manual for Sanitary Landfill Permits and Approvals
Technical Manual for Transfer Station/Material Recovery Facility Permits and Approvals

Municipal Stormwater Regulation

DIVISION: Water Quality - Watershed Permitting Element

GENERAL PHONE NUMBER: (609) 633- 7021 **FAX NUMBER:** (609) 984-2147

WEB ADDRESS: www.state.nj.us/dep/dwq/msrp_home.htm

PROGRAM DESCRIPTION:

The program was developed in response to the U. S. Environmental Protection Agency's Phase II rules published in December 1999. The department issued final stormwater rules on February 2, 2004 and four NJPDES general permits authorizing stormwater discharges from Tier A and Tier B municipalities, as well as public complexes, and highway agencies that discharge stormwater from municipal separate storm sewers (MS4s). There are 462 Tier A municipalities and 100 Tier B municipalities.

The general permits address stormwater quality issues related to new development, redevelopment and existing development by requiring municipalities to implement a number of Statewide Basic Requirements (SBRs). All municipalities have a local stormwater coordinator and the department has case managers assigned to each municipality for compliance assistance (see below).

MONETARY ASSISTANCE PROVIDED:

To offset some of the costs associated with permit requirements, the state had allocated \$12 million in grant monies to municipalities and counties during fiscal years 04 and 05. Due to the fiscal constraints, there were no additional grants available for subsequent fiscal years. However, the department does provide below-market interest rate loans through the Environmental Infrastructure Financing Program to municipalities for capital improvements such as street sweepers, salt storage structures, and vehicle washing equipment.

PERMITTING RESPONSIBILITIES:

The program issues the Tier A and Tier B Municipal Stormwater General Permits to regulated municipalities and provides technical assistance and outreach. Municipal program case managers are assigned to all municipalities within the respective county and may be reached through our office.

PUBLICATIONS AVAILABLE:

A wide range of materials are available to assist municipalities in complying with program requirements including permits and permit summaries, guidance documents and materials, forms, and educational information. This information is available through the web site at: www.state.nj.us/dep/dwq/msrp_home.htm

New Jersey Pollutant Discharge Elimination System (NJPDES)

DIVISION: Water Quality – Watershed Permitting Element

GENERAL PHONE NUMBER: (609) 292-4543 **FAX NUMBER:** (609) 984-7938

WEB ADDRESS: www.nj.gov/dep/dwq

PROGRAM DESCRIPTION:

The NJPDES Permitting Program protects New Jersey's ground and surface water quality by assuring the proper treatment and discharge of wastewater and stormwater from various types of facilities and activities. This includes the generation, monitoring, and management of residual (commonly known as sludge) and residual derived products. It is unlawful for any person to discharge to surface water any pollutant, except in conformance with a valid NJPDES Discharge to Surface Water (DSW) permit. Dischargers to ground water that exceed 2,000 gallons per day are required to get a NJPDES Discharge to Ground Water (DGW) permit.

A NJPDES permit may be an individual permit tailored to a specific facility or an authorization under a general permit covering a group of similar facilities. The NJPDES program permit universe is greater than 5,200 individual permits and general permit authorizations. The program also regulates stormwater discharges at over 4,000 construction sites throughout the state in cooperation with local Soil Conservation Districts.

The Pretreatment Program protects local agency sewage treatment plants from non-domestic wastewater which may interfere with treatment processes, contaminate sewage sludge, or pass through sewage treatment plants. The division has approved local pretreatment programs at delegated local agencies (DLAs) that operate the larger municipal wastewater treatment plants in the state. The division oversees the implementation of pretreatment programs by DLAs, which issue NJPDES Significant Indirect User (SIU) permits in their systems. For areas of the state not serviced by a DLA, the division issues the SIU permits.

MONETARY ASSISTANCE PROVIDED:

For information on low cost loans see the New Jersey Environmental Infrastructure Financing Program.

PERMITTING RESPONSIBILITIES:

1. DSW permits (municipal/domestic and industrial)
2. Stormwater Permits (municipal and industrial)

3. DGW permits (including the Underground Injection Control Program)
4. SIU permits (addressing indirect discharges of non-domestic wastewater to municipal sewer systems)
5. Residual permits (such as land application of sewage sludge, food processing wastes and potable water residual)

PUBLICATIONS AVAILABLE:

NJPDES Program Regulations (N.J.A.C. 7:14A et. seq.)

Onsite Wastewater Management

DIVISION: Water Quality - Watershed Permitting Element

GENERAL PHONE NUMBER: (609) 292-0407 **FAX NUMBER:** (609) 984-2147

WEB ADDRESS: www.state.nj.us/dep/dwq/owmp_main.htm

PROGRAM DESCRIPTION:

The Bureau of Non-point Pollution Control (BNPC) is responsible for the location, design, construction and installation of onsite wastewater treatment systems that discharge less than 2,000 gallons per day of sanitary sewage. The bureau provides oversight to boards of health and local health departments through the "Standards for Individual Subsurface Sewage Disposal Systems" (N.J.A.C. 7:9A- Chapter 199). The bureau also offers significant outreach to health departments and citizens to ensure that onsite systems are properly constructed and maintained in order to protect the quality of our state's ground water.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

The BNPC is responsible for reviewing and approving or denying Alternate Design Septic System Treatment Works Approval applications. These permits are required before a local health department can issue a construction approval for a septic system that does not conform to the regulations "Standards for Individual Subsurface Sewage Disposal Systems."

PUBLICATIONS AVAILABLE:

A Homeowner's Manual for Septic Systems
Technical Guidance for Inspections of Onsite Wastewater Treatment and Disposal Systems

Permit Coordination and Environmental Review

DIVISION: Environmental Safety and Health

GENERAL PHONE NUMBER: (609) 292-3600 **FAX NUMBER:** (609) 777-1330

WEB ADDRESS: www.nj.gov/dep/opppc/

PROGRAM DESCRIPTION:

This office was established to improve service to permit applicants by way of better communication, coordination and identification of pollution prevention opportunities early in the permitting process. Using the ONE STOP Process, the intent is to work closely with the regulated communities to assure that the permits necessary for each project result in additional environmental value.

ONE STOP is a total facility approach; a coordinated permitting and compliance assistance process. A permittee can turn to one source to identify all permits required and maintain consistent contact throughout the process. This process will allow the department to provide better customer service to the public and regulated entities. The office provides assistance to those new major construction, development and remediation projects, which are complex in the number, variety and timing of permits required to initiate and complete their projects. A project team, comprised of permitting and compliance and enforcement staff, will review permits, identify any additional pollution prevention measures that may reduce costs and improve the efficiency of the facility, and provide compliance assistance to new and existing facilities.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

This program helps an applicant determine which departmental permits could be applicable to a particular project. However, this program does not review or issue permits.

PUBLICATIONS AVAILABLE:

Permit Identification Form (PIF)
NJDEP Permits, Licenses, Approval, Certificates

Pollution Prevention Planning

DIVISION: Environmental Safety and Health

GENERAL PHONE NUMBER: (609) 777-0518 **FAX NUMBER:** (609) 292-1816

WEB ADDRESS: www.nj.gov/dep/opppc/

PROGRAM DESCRIPTION:

New Jersey is one of a handful of states that has implemented a mandatory pollution prevention (P2) planning program. As such, facilities with certain North American Industry Classification System (NAICS) codes are required to conduct a full facility audit to develop a P2 plan. This plan would identify areas of waste and opportunities for the implementation of P2 measures to reduce or eliminate these wastes at the source prior to any treatment or disposal. Facilities must prepare a P2 plan containing information required by the P2 regulations. However, implementation of any P2 measures is strictly voluntary. The premise is that the anticipated cost savings are enough incentive for P2 implementation.

Additionally, the program contracts with the New Jersey Center for Manufacturing Excellence (732-445-5540) located at Rutgers University, College of Engineering to provide on-site P2 assistance to small and medium size facilities.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

Recently the program developed an Internet based computer program known as the Multi Media Release Report (MMRR). This report provides a comparison of a facility's releases as reported to the department's air and water permitting programs and the Release and Pollution Prevention Report (RPPR). This comparison may uncover discrepancies in a facility's permitted air and water releases versus actual releases as reported on the RPPR. Permitting staff is encouraged to review reports prior to issuing permits.

PUBLICATIONS AVAILABLE:

None

Quality Assurance

NJ-State Environmental Laboratory Certification Program (NJ-ELCP)
NJ-National Environmental Laboratory Accreditation Program (NJ-NELAP)

DIVISION: Environmental Safety & Health

GENERAL PHONE NUMBER: (609) 292-3950 **FAX NUMBER:** (609) 777-1774

WEB ADDRESS: www.nj.gov/dep/oqa

PROGRAM DESCRIPTION:

This office approves businesses involved in the collection and analysis of environmental samples. The collection and analysis would include samples of microbiology, inorganic and organic materials, radiochemistry, radon and whole effluent toxicity parameters in drinking water, waste water, soil, solid and hazardous waste, and air. The office uses standards published at N.J.A.C. 7:18, Regulations Governing the Certification of Laboratories and Environmental Measurements, for NJ-ELCP certification and the National Environmental Laboratory Accreditation Standard for NJ-NELAP accreditation. Local governments can use these certifications and accreditations to select businesses capable of meeting their analytical needs.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

Catalyst
Quality Digest
The NELAC Institute Newsletter
Homeland Defense Journal

Radiological Health

DIVISION: Environmental Safety and Health

GENERAL PHONE NUMBER: (609) 984-5634 **FAX NUMBER:** (609) 984-5811

WEB ADDRESS: www.state.nj.us/dep/rpp/brh/index.htm

PROGRAM DESCRIPTION:

The Bureau of Radiological Health has three distinct business functions: It is responsible for the registration and inspection of all x-ray equipment used within the state; as well as offering examinations and licensing in disciplines of radiologic technology, radiation therapy technology and nuclear medicine technology. The bureau reviews educational programs in the various disciplines of radiologic technology, radiation therapy technology and nuclear medicine technology. These educational programs must be approved by the Radiologic Technology Board of Examiners. In addition to these state mandated functions, the bureau conducts inspections of federally certified mammography facilities located in New Jersey as a contract agent for the U.S. Food and Drug Administration.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

The bureau serves as an agent of the Radiologic Technology Board of Examiners (the Board) to ensure that all Board approved programs comply with its standards and radiation protection regulations. The bureau also functions as an agent of the Board to determine individuals' eligibility for examination and licensure in radiologic technology, radiation therapy technology or nuclear medicine technology.

PUBLICATIONS AVAILABLE:

None

Recycling and Planning

DIVISION: Solid and Hazardous Waste Management

GENERAL PHONE NUMBER: (609) 984-3438 **FAX NUMBER:** (609) 777-0769

WEB ADDRESS: www.state.nj.us/recyclenj

PROGRAM DESCRIPTION:

The Bureau of Recycling and Planning is comprised of three units – the Recycling and Market Development unit, the Grants, Loans and Data unit and the Planning unit.

The Recycling and Market Development Unit addresses a wide variety of issues pertaining to recycling, waste reduction and recycled product procurement. Among other activities, the unit helps create and expand end markets for recyclable materials, promotes source reduction (also referred to as waste reduction) and product stewardship. In addition, the unit coordinates the activities of the New Jersey WasteWise Business Network, develops educational and promotional initiatives on behalf of recycling and supports the purchase of recycled products.

The Planning Unit oversees the county and state solid waste management planning processes. County solid waste and recycling plans and amendments are reviewed by the planning unit, which also circulates these plans to a number of state level review agencies. The unit also coordinates the activities of the State Solid Waste Advisory Council and oversees the development and updating of the Statewide Solid Waste Management Plan.

MONETARY ASSISTANCE PROVIDED:

The Grants, Loan and Data Unit administers the recycling tonnage grant and reporting program, the local tire management fund and the Solid Waste Services Tax grant program. In addition, the unit manages the solid waste facility disposal tonnage data system. Using this information, the unit generates useful statistics pertaining to recycling and solid waste management in New Jersey.

PERMITTING RESPONSIBILITIES

None

PUBLICATIONS AVAILABLE:

RECYCLING PUBLICATIONS AND PROMOTIONAL MATERIALS - Note: Bureau of Recycling and Planning has numerous publications which are available online at www.state.nj.us/recyclenj

"A Place for Everything" – a list of numerous local outlets for consumer goods

"Practical Recycling Economics Manual"

"Is Your Life Mercury Free?" Brochure

The New Jersey WasteWise Bulletin

New Jersey Recycled Products Directory CD-ROM

Recycled Products Brochure

Recycled Building Products Brochure

Fluorescent Lamp Disposal Brochure

"Grass. Cut It and Leave It." Brochure

"Recycle Used Motor Oil" Brochure

"Tanning Bed Lamps Out? Recycle." Flyer

"Here Today, Here Tomorrow" Curriculum Supplement

PROMOTIONAL ITEMS

Promotional items made of recycled material are often available for distribution at major events, presentations, workshops and seminars, etc. While very large quantities are not generally available, an effort is made to try to accommodate all smaller requests. The items available may include pens, pencils, activity books, notepads, lanyards, and other items.

Recycling Tonnage Grants

DIVISION: Solid and Hazardous Waste Management Program

GENERAL PHONE NUMBER: (609) 984-3438 **FAX NUMBER:** (609) 777-0769

WEB ADDRESS: www.nj.gov/dep/dshw/resource/Tonnage/index.htm

PROGRAM DESCRIPTION:

The New Jersey Statewide Mandatory Source Separation and Recycling Act, specifically N.J.S.A. 13:1E-99.16, mandates each municipality to submit an annual Recycling Tonnage Report summarizing the amount of material recycled during the previous calendar year.

The staff publishes a book of forms and instructions which outlines the submission requirements, history and reference materials. If requested, the staff will provide a regional grant workshop offering instruction and expertise in the collection and reporting of recycling data for local and county governments. Requests for the workshops should be coordinated through the county recycling coordinator.

MONETARY ASSISTANCE PROVIDED:

Since its inception, the Recycling Tonnage Grant program has distributed more than \$40 million to local government agencies. The Recycling Tonnage and Reporting Forms and instructions are available on line.

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

The annual book of forms and instructions of the Recycling Tonnage Grant program is mailed to each municipality in mid-spring on an annual basis.

Release Prevention

DIVISION: Environmental Safety and Health

GENERAL PHONE NUMBER: (609) 633-0610 **FAX NUMBER:** (609) 633-7031

WEB ADDRESS: www.nj.gov/dep/rpp/brp/index.htm

PROGRAM DESCRIPTION:

The Bureau of Release Prevention administers the regulations promulgated pursuant to Toxic Catastrophe Prevention Act (TCPA), N.J.S.A. 13:1K-19 et seq. and the regulations promulgated pursuant to New Jersey Spill Compensation and Control Act, also known as Discharge Prevention, Containment and Countermeasures (DPCC).

TCPA:

Facilities in the state where an extraordinarily hazardous substance (EHS) may be present or generated above regulatory levels are subject to the TCPA, and the regulations arising from the act (as codified in N.J.A.C. 7:31). The program reviews and approves risk management plans developed under the regulation as part of compliance with state and federal accidental release prevention requirements.

DPCC:

The DPCC program works to forestall the release of hazardous substances and petroleum products to the environment, thereby protecting natural resources and public health before problems occur. The program centers on sound management practices that are considered essential when working with hazardous substances. These practices include training employees who handle such materials, periodically inspecting storage tanks, and assuring that adequate secondary containment is in place, as well as developing standard operating procedures for routine operations and maintenance. The program also works to ensure that response plans, trained personnel and emergency equipment are at hand should an incident occur.

All facilities and individuals in the state, even homeowners, are subject to the reporting requirements should a discharge of a hazardous substance occur. However, the majority of the regulatory requirements apply only to facilities that store 20,000 gallons or more of state-regulated hazardous substances, excluding petroleum products, or 200,000 gallons of regulated hazardous substances including petroleum products.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

The bureau does not issue permits. However, the bureau reviews and makes decisions on the approvability of Risk Management Plans and Programs developed pursuant to TCPA, and Discharge Cleanup and Removal plans developed pursuant to DPCC.

PUBLICATIONS AVAILABLE:

Please visit the website.

Small Business Environmental Assistance

DIVISION: Environmental Safety and Health

GENERAL PHONE NUMBER: (609) 292-3600 **FAX NUMBER:** (609) 292-1816

WEB ADDRESS: www.nj.gov/dep/opppe/small.html

PROGRAM DESCRIPTION:

The SBEAP provides assistance to small businesses on environmental issues. This includes developing, collecting, and coordinating information concerning compliance methods and technologies for small business, and programs to encourage lawful cooperation to further environmental compliance. The program also determines applicable environmental requirements for small businesses in receiving permits, as well as assuring that small businesses receive notice of their rights for them to evaluate compliance methods for any applicable proposed or final regulations or standards issued. In addition the program provides technical assistance with pollution prevention and accidental release detection and prevention, including providing information concerning alternative technologies, process changes, products, and methods of operation that help reduce pollution.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

The program provides assistance to small businesses requiring permits from the department. This includes assistance in identifying which permits a company will need and technical assistance in filing permit applications.

PUBLICATIONS AVAILABLE:

Pollution Prevention Checklist for Dry Cleaners
Pollution Prevention Checklist for Printers
Pollution Prevention Checklist for Metal Finishers
VOC Compliance for Auto Body Shops
Air Permitting Compliance Calendars for Dry Cleaners
Air Permitting Compliance Calendars for Gas Stations

Solid Waste Services Tax Grants

DIVISION: Solid and Hazardous Waste Management

GENERAL PHONE NUMBER: (609) 984-3438 **FAX NUMBER:** (609) 777-0769

WEB ADDRESS: www.nj.gov/dep/dshw

PROGRAM DESCRIPTION:

The Solid Waste Services Tax, pursuant to N.J.S.A. 13:1E-136 *et seq.*, began as a \$.50 per ton tax in 1985 and has increased \$.05 annually to the current rate of \$1.60 per ton. It is collected on all solid waste disposed of at landfills in the state. The revenue is distributed to all counties for the purpose of preparing, revising and implementing district solid waste management plans, and the implementation of recycling plans. Annual grants are based on the amount of solid waste generated in each county, with no county receiving less than 2% of the available statewide fund. The department must determine that a county is meeting its solid waste management responsibilities before releasing any funds.

MONETARY ASSISTANCE PROVIDED:

Provided a county is meeting its solid waste management responsibilities and submits a spending plan endorsed by the freeholders and in some cases the designated implementation agency, the department will release funding to the county.

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

The department mails each county an annual Solid Waste Services Tax Procedural Guide and Spending Plan Form. The Guide specifies the amount of funding each county will receive, as well as the program requirements and a blank spending plan.

Transfer Stations & Recycling Facilities

DIVISION: Solid and Hazardous Waste Management Program

GENERAL PHONE NUMBER: (609) 292-9880 **FAX NUMBER:** (609) 633-9839

WEB ADDRESS: www.nj.gov/dep/dshw

PROGRAM DESCRIPTION:

This bureau is responsible for reviewing permit applications and issuing permits for solid waste transfer stations and Class B (concrete, asphalt, brick, block, wood, etc.) and Class C (compostable yard trimmings) recycling centers. The bureau will arrange a pre-application meeting upon request with officials and their consultants to discuss application requirements and the permitting process.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

The bureau conducts an administrative and technical review of the applications for solid waste transfer stations, Class B recycling centers and Class C recycling centers prior to issuance of permits

PUBLICATIONS AVAILABLE:

Technical manuals to assist in the preparation of solid waste and recycling center permit applications are available from the program's web site (above).

Treatment Works Approval

DIVISION: Water Quality - Municipal Financing & Construction Element

GENERAL PHONE NUMBER: (609) 984-6840 **FAX NUMBER:** (609) 633-8165

WEB ADDRESS: www.nj.gov/dep/dwq/twa.htm

PROGRAM DESCRIPTION:

This program governs the Treatment Works Approval (TWA), the Capacity Assurance Program (CAP) and the Sewer Ban Programs. The primary objective of these programs is to prevent degradation of the water of the state due to inadequately designed and/or poorly operated wastewater treatment and conveyance facilities. The TWA program regulates the construction and operation of domestic and industrial wastewater collection, conveyance and treatment systems. In general, TWA permits are required for building, installing, operating or modifying domestic and industrial treatment works including sewer extensions, sewage treatment systems, holding tanks, equalization tanks, residual treatment units and wastewater treatment and recycling systems.

The CAP is a regulatory tool by which the department and the affected treatment works owner/operator use a cooperative effort approach to assure future capacity at treatment facilities to enable continued growth in the service area communities. When the committed flow to a treatment works reaches 80 percent of permitted capacity, a CAP is instituted. This requires the exploration of measures that can be taken to assure future capacity. Through discussion and implementation of these measures, future capacity can be assured and an overload of the facility, which can lead to violations of discharge limits and penalties, can be avoided.

The Sewer Ban program is a means by which additional pollution from severely malfunctioning and/or overloaded facilities is prevented. The effect of a sewer connection ban is that no additional flow can be introduced into the treatment works, unless a sewer ban exemption is granted. This ban is in effect until the plant or conveyance facilities are again in compliance.

MONETARY ASSISTANCE PROVIDED:

Low cost loans are available to public entities for qualified projects through the New Jersey Environmental Infrastructure Financing (NJEIT) Program. Information can be obtained at www.nj.gov/dep/dwq/wfp.htm and www.njeit.org.

PERMITTING RESPONSIBILITIES:

This program reviews TWA applications to ensure that the design of the wastewater infrastructure associated with a proposed project complies with departmental regulations. For projects that are subject to the TWA regulations, a TWA permit is required prior to initiation of construction of a project. A TWA permit is issued to those projects that meet the standards.

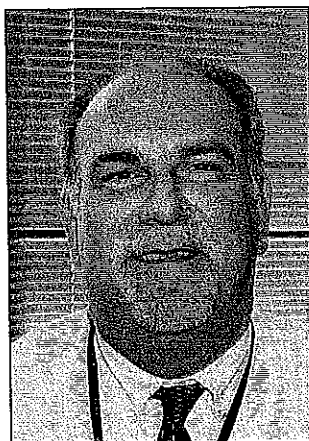
To obtain a sewer ban exemption, an applicant would determine if their project qualifies under at least one of the sewer ban exemption criteria stated in N.J.A.C. 7:14A-22.22. If the criteria is met, an "Application for Exemption From a Sewer Connection Ban" (Form WFR-001) must be submitted, along with any supporting documentation to the public entity under ban for their approval. If approved by the public entity, the application is then submitted to this office for the department's concurrence

For those projects located in an area subject to a sewer ban, the project would be required to obtain a sewer ban exemption prior to issuance of a TWA.

PUBLICATIONS AVAILABLE:

None

LAND USE MANAGEMENT



Mark Mauriello

Assistant Commissioner

Phone: (609) 292-2178

Fax: (609) 633-0750

Land Use Regulation
Watershed Management
Water Supply Administration
Water Monitoring and Standards
New Jersey Geological Survey

Consumer Confidence Report (CCR) for Safe Drinking Water

DIVISION: Division of Water Supply

GENERAL PHONE NUMBER: (609) 292-5550 **FAX NUMBER:** (609) 292-1654

WEB ADDRESS: www.nj.gov/dep/watersupply

PROGRAM DESCRIPTION:

The bureau assists in the implementation of the Federal Consumer Confidence Report Program pursuant to the 1996 Amendments to the Federal Safe Drinking Water Act. This program incorporates all federal requirements for Consumer Confidence Reports as well as requirements passed by the New Jersey legislature. The bureau tracks compliance with the Consumer Confidence Rules. The bureau refers systems that have not submitted CCRs to the Regional Offices of Water Compliance and Enforcement for the appropriate enforcement action as well as providing education to public water systems and the public in general.

MONETARY ASSISTANCE PROVIDED

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

EPA has CCR Guidance on their website: www.epa.gov/safewater/ccr1.html

Freshwater and Biological Monitoring

DIVISION: Water Monitoring and Standards

GENERAL PHONE NUMBER: (609) 292-0427 **FAX NUMBER:** (609) 633-1095

WEB ADDRESS: www.state.nj.us/dep/wms/bfbm/

PROGRAM DESCRIPTION:

The overall goal of the Bureau of Freshwater and Biological Monitoring is to continue the development and implementation of surface and groundwater monitoring programs, using innovative approaches. These innovations focus on the design, collection, measurement, storage, retrieval, assessment and data presentation. This is necessary to achieve the goals and objectives of the Clean Water Act (CWA), the department's Action Plan, the NJDEP/USEPA Performance Partnership Agreement, and other pertinent environmental initiatives.

BFBM's monitoring strategy includes monitoring for the purposes of evaluating status and trends, identifying pollution sources and relative impacts, assessment and ranking of surface water biological impairments. The strategy is used in the determination of pollution control program effectiveness, determining NJPDES compliance, and responding to environmental emergencies. Furthermore, the monitoring strategy implements multiple water quality assessment techniques including, fish tissue and population surveys, habitat assessments, and in-stream biological monitoring. In addition the strategy includes the collection of chemical/physical data on a variety of matrices (surface water, groundwater, sediment), identifying pollution sources discharges, stormwater monitoring, and sediment toxicity testing.

The Bureau of Freshwater & Biological Monitoring is responsible for several multi-year monitoring programs, many of which have served as prototypes for the nation. For example, ambient monitoring for chemical and biological parameters, in both surface water and ground water. These programs have historically been conducted as multi-agency cooperative activities. Special Water Quality Monitoring projects with emphasis on watershed monitoring. These special monitoring initiatives are efficiently combining biological and chemical/physical monitoring as part of emerging state and federal strategies to more realistically assess the success of state and federal Clean Water Act programs. Other projects include the operation of the department's biological bio-monitoring laboratory for the analysis of bio-monitoring and bio-assay parameters, and coordination of department's volunteer monitoring program and the NJ Watershed Watch Network

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

Publications available on-line at website.

Land Use Regulation

DIVISION: Land Use

GENERAL PHONE NUMBERS: FAX NUMBERS:

Freshwater Wetlands or Highlands	(609) 777-0454	(609) 777-3656
Coastal Programs or Flood Hazard Area	(609) 984-0162	(609) 777-3656
Tidelands	(609) 292-2573	(609) 633-6493

WEB ADDRESS: www.nj.gov/dep/landuse/index.html

PROGRAM DESCRIPTION:

The Division of Land Use Regulation's (DLUR) main task is reviewing applications for permits to build on, or modify, environmentally sensitive land such as freshwater wetlands, freshwater wetlands transition areas, coastal wetlands, floodplains, or to conduct regulated activities in the Highlands Preservation Area or Coastal Zone. Also, the DLUR issues grants, leases and licenses for use or occupation of state owned tidelands. Furthermore, the DLUR reviews certain applications for compliance with portions of the department's stormwater management rules.

For those interested in pursuing a regulated activity the division offers pre-application conferences that, in most cases, are free of charge. The division also participates in numerous public outreach sessions, and its staff are regular guest instructors/lecturers for short courses sponsored by Rutgers University.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

The division reviews applications for, and issues the following types of permits and approvals:

Freshwater Wetlands Letter of Interpretation -- This letter verifies the absence, presence and/or limits of freshwater wetlands, and provides resource value of wetlands to identify size of transition (buffer) area.

Freshwater Wetlands General Permit -- This permit authorize limited disturbance of freshwater wetlands and/or transition areas, usually for specific activity types such as a road crossing.

Freshwater Wetlands Transition Area Waiver - This waiver provides for a change to the shape of, a reduction in, or allows regulated activities in transition (buffer) areas.

Freshwater Wetlands Individual Permit – This permit authorizes disturbance of freshwater wetlands and/or transition areas, for activities that do not conform to Freshwater Wetlands General Permits. This permit requires mitigation for loss/disturbance of wetlands.

Freshwater Wetlands Letter of Exemption – This letter grants exemptions from certain Freshwater Wetlands permit requirements.

Flood Hazard Area Permit – This permit authorize limited disturbance of flood plain areas for development projects.

Highlands Preservation Area Approvals – This approval authorizes limited disturbance for development in the Highlands Preservation Area.

Coastal Area Facility Review Act Permit - This permit authorizes the construction of regulated facilities within the designated CAFRA zone. The jurisdiction of CAFRA depends on the scope of the project and the threshold varies with the distance from the mean high water line of a tidal waterway and/or the limits of beaches/dunes. There are three types of permits available under CAFRA: permits-by-rule, general permits, and individual permits.

Waterfront Development Permit - This permit authorize various activities at or below the mean high water line of a tidal waterway. Outside of the CAFRA zone, jurisdiction extends up to 500 feet upland of the mean high water line for various upland construction activities. Activities which require a waterfront development permit include, but are not limited to: the construction of a dock/pier/breakwater, replacement bulkheads, dredging, and the placement of underwater cables.

Coastal Wetlands Permit – This permit authorizes activities in areas which were mapped and designated as coastal wetlands pursuant to the Wetlands Act of 1970. Jurisdiction is limited to the areas shown on the promulgated maps. Coastal wetlands permits are usually associated with other permit types such as CAFRA and waterfront development permits.

Tidelands Grants, Leases and Licenses – This program authorizes grants to sell state owned tidelands, or leases and licenses to utilize state owned tidelands.

Stormwater Review – Stormwater reviews are conducted pursuant to the department's stormwater management rules, and are included in certain permit decisions referenced above.

PUBLICATIONS AVAILABLE:

Single Family Homes and Duplexes: A Guide to CAFRA, May 2002.

In addition, the division's web site has extensive information on the programs administered by the DLUR; forms and checklists; frequently asked questions; notices and announcements; laws and regulations administered by the division; and, contact information.

Information on maps and publications pertinent to the division can be found at www.state.nj.us/dep/njgs/pricelst/index.htm and www.nj.gov/dep/infofinder/topics/geo.htm.

Loans and Data Management

DIVISION: Division of Water Supply

GENERAL PHONE NUMBER: (609) 292-5550 **FAX NUMBER:** (609) 292-1654

WEB ADDRESS: <http://www.nj.gov/dep/watersupply/loansdatamgmt.htm>

PROGRAM DESCRIPTION:

The Bureau of Loans and Data Management coordinate data management related tasks to support the Division of Water Supply. There is a continuous need to consolidate, update, enhance, test, implement, and provide user support for the data management systems. This is done to ensure that the database applications satisfy the regulatory and business process needs of the division and increase overall program efficiencies.

The Data Systems Implementation section is responsible for implementing the use and operation of the electronic data management systems. These systems maintain drinking water system inventory data and the monitoring of analytical data used to determine compliance with the Safe Drinking Water Act. In addition, the systems identify potential water quality issues related to the purchase of homes served by private wells in accordance with the Private Well Testing Act.

The Data Systems Development and State Revolving Fund section is responsible for assisting in the development of electronic data management systems to support the Division of Water Supply. This section assists publicly owned and privately owned community water systems and nonprofit non-community water systems to finance the cost of the infrastructure needed to achieve or maintain compliance with Safe Drinking Water Act requirements and to protect the public health in conformance with the objectives of the Safe Drinking Water Act. The revolving fund is administered by the Environmental Infrastructure Financing Program, which also administers the state's Clean Water State Revolving Fund.

MONETARY ASSISTANCE PROVIDED:

The Drinking Water State Revolving Fund (DWSRF) program facilitates funding to project sponsors for authorized water system improvements. Additional information may be found on the web at www.nj.gov/dep/watersupply/loanprog.htm

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

The division website offers a variety of useful information related to the bureau including:

Laws and Regulations

N.J.A.C. 7:22 Financial Assistance Programs for Environmental Infrastructure Facilities
Safe Drinking Water Act
Private Well Testing Act

Guidance and Resource Documents

Drinking Water SRF Intended Use Plan 2008
Newsletter: Drinking Water State Revolving Fund - Engineering Contact for Small Systems
Critical Steps for DWSRF Loans
Sample Commitment Letter - FFY2007/SFY2008 Funding Cycle

Marine Water Monitoring

DIVISION: Water Monitoring and Standards

GENERAL PHONE NUMBER: (609) 748-2000 **FAX NUMBER:** (609) 748-2014

WEB ADDRESS: www.nj.gov/dep/bmw

PROGRAM DESCRIPTION:

The bureau is responsible for department's involvement in monitoring of coastal waters, including beaches, seafood safety and ecosystem health. The bureau's roles include monitoring for compliance with the National Shellfish Sanitation Program, coordination of coastal bathing beach monitoring, removal of trash from coastal beaches, and the evaluation of the ecological health of the coastal waters. In addition, the bureau provides monitoring to identify and track pollution sources impacting the state's coastal waters. Reports are available regarding water classifications, water quality and non-point monitoring.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

The bureau issues a variety of permits dealing with shellfish harvesting.

PUBLICATIONS AVAILABLE:

Please see web site at:

www.state.nj.us/dep/bmw/reports.htm and www.state.nj.us/dep/bmw/waterclass.htm .

New Jersey Geological Survey

DIVISION: Land Use Management

GENERAL PHONE NUMBER: (609) 292-1185 **FAX NUMBER:** (609) 633-1004

WEB ADDRESS: www.njgeology.org

PROGRAM DESCRIPTION:

Founded in 1835, the New Jersey Geologic Survey (NJGS) is one of the oldest state geological surveys. The NJGS evaluates geologic, hydrogeologic and water quality data to manage and protect water resources, to identify natural hazards and contaminants, and to provide mineral resources including offshore sands for beach nourishment.

Information provided by the survey includes GIS data and maps of geology, topography, groundwater and aquifer recharge. In addition the data tracks wellhead protection areas, aquifer thicknesses, properties and depths, groundwater quality, as well as geologic resources and hazards.

The NJGS provides well logging and testing, air photo interpretations, reviews of geotechnical reports. In addition the survey maintains information on surface and subsurface investigations of sites for water resources, contamination, brownfield and open space planning and voids including caves and abandoned mine workings.

MONETARY ASSISTANCE PROVIDED:

No direct monetary assistance is provided. However, an equivalent of three work days is available to counties and/or municipalities upon written or electronic request to the State Geologist. Please contact the survey for further information.

PERMITTING RESPONSIBILITIES:

The NJGS provides technical evaluations and review of water allocation permit requests through the Water Supply Program

PUBLICATIONS AVAILABLE:

Extensive publications included in "Maps and Publications Price List" (copies available) Searchable Price List is also online at www.njgeology.org/pricelst/index.htm
Geoscience Data downloads are online at www.njgeology.org/geodata/index.htm
Downloads of Educational Information at www.njgeology.org/enviroed/index.htm

NJ Watershed Watch Network

DIVISION: Water Monitoring and Standards

GENERAL PHONE NUMBER: (609) 633-9241 **FAX NUMBER:** (609) 633-1095

WEB ADDRESS: www.state.nj.us/dep/wms/bfbm/vm/index.html

PROGRAM DESCRIPTION:

The NJ Watershed Watch Network is a program acting as an umbrella for all of the volunteer monitoring programs in the state. The Watershed Watch Network has two advisory committees; data users and water resource managers make up the Internal Advisory Committee and volunteer monitoring program managers make up the Watershed Watch Network Council. The goal of this new program is to provide acceptable protocols and QA/QC requirements for volunteers if they chose to submit their data to the department, to assist volunteers in designing and building upon their existing programs and assist data users in gathering sound data for their uses.

The NJ Watershed Watch Network is responsible for coordinating 15-20 public trainings annually and other related water programs, including, the Annual NJ Volunteer Monitoring Summit, and biological and visual assessment training. These programs are designed to provide hands on experience, training and education to stakeholders, general public, students, and other government staff at the local, county, state, and federal levels.

The Watershed Watch Network has also developed a free online data management system that is available to the volunteer monitoring community. This online data management system has been designed to help alleviate the burden of data management and allow for volunteer collected data to be comparable and compatible with other available data at the department. The system is a powerful tool for users because it allows registered users to run simple statistics, create graphs for visual comparisons or make available for download all available data of a particular watershed, water body or geographic location. This system is also geospatially documenting the locations of volunteer monitoring locations, pipes, and ditches in a stream. It allows the data to be effectively managed, analyzed and reported for use by the department, other interested organizations, and the general public

MONETARY ASSISTANCE PROVIDED:

The NJ Watershed Watch Network does provide a small amount of funding for volunteer monitoring efforts through a small mini-grant program and through service provider contracts.

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

None

Safe Drinking Water

DIVISION: Division of Water Supply

GENERAL PHONE NUMBER: (609) 292-5550 **FAX NUMBER:** (609) 292-1654

WEB ADDRESS: www.nj.gov/dep/watersupply/

PROGRAM DESCRIPTION:

The Bureau of Safe Drinking Water (BSDW) is responsible for implementing the Federal and State Safe Drinking Water Acts and the New Jersey Private Well Testing Act (PWTa) Programs.

The main function of the BSDW is to provide water systems with support to ensure compliance with various requirements of the state and federal drinking water programs. This includes field visits and inspections as well as activities to improve and maintain water supply capacity.

The bureau also conducts technical evaluations of drinking waters issues, responds to water quality complaints, and coordinates emergency response and security programs for drinking water systems. In addition the bureau conducts outreach and continuing education programs as well as performing a wide range of review and inspection of drinking water systems.

Through the Source Water Assessment Program, the bureau has assessed all public water system sources in New Jersey. The program has determined how vulnerable a source is to potential contamination in eight contaminant categories: pathogens, nutrients, pesticides, volatile organic compounds, radionuclides, radon, inorganics, and disinfection-by-product precursors.

This bureau supports the New Jersey Drinking Water Quality Institute, which is responsible for the development of maximum contaminant levels (MCL) or standards for hazardous contaminants in drinking water as well as recommending these standards to the department.

In addition, the bureau prepares the annual violation report to the EPA, and coordinates the consumer confidence report rule activities. The bureau also maintains an inventory of those public water systems that fluoridate or are naturally fluoridated, and supports volatile organic compounds, synthetic organic compounds, and other drinking water rule vulnerability assessments.

The BSDW is also responsible for oversight of the Private Well Testing Act (PWTa). Under the PWTa, certain wells must be tested prior to a dwelling being sold or leased. The PWTa requires that the water supply from a potable well of a dwelling to be tested for specific drinking water contaminants whenever a property with a well is transferred by a contract of sale. Specifically, the Act applies to the contract of sale for a property

that gets its drinking water from a private well located on the property, and the contract of sale for a property that gets its drinking water from a well that has less than 15 service connections or that does not regularly serve an average of at least 25 individuals daily for at least 60 days of the of the year. Landlords of property must also test their private well water supply once every five years for certain drinking water parameters and provide a written copy of the results to their tenants within certain timeframes. Using data acquired through the PWTA requirements, this bureau informs the appropriate county and local health agencies of any exceedances of drinking water standards so that the appropriate action(s) may be taken. The bureau provides information on water quality results to the public, and provides the test results information to other departmental programs.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

The Division of Water Supply web site offers a variety of useful information related to the Water Quality Support and Source Water Evaluation Section including:

Laws and Regulations:

N.J.S.A. 58:12A-1 et seq. NJ Safe Drinking Water Act
N.J.A.C. 7:10 New Jersey Safe Drinking Water Act Rules
N.J.S.A. 58:12A-26 et seq. NJ Private Well Testing Act
N.J.A.C. 7:9E New Jersey Private Well Testing Act Rules
Add U.S.C. Title 42 300f Federal Safe Drinking Water Act
40 CFR National Primary Drinking Water Regulations - Part 141, 142 & 143

Monitoring Results and Publications

Initial Well Test Results for September 2002 - March 2003
Safe Drinking Water Act Violations 2002, published by the NJDEP, November 2003
Safe Drinking Water Act Violations 2001, published by the NJDEP, December 2002
Safe Drinking Water Act Violations 2000, published by the NJDEP, December 2001
Safe Drinking Water Act Violations 1999, published by the NJDEP, December 2000
Safe Drinking Water Act Violations 1998, published by the NJDEP, January 2000
Safe Drinking Water Act Violations 1997, published by the NJDEP, July 1998
Safe Drinking Water Act Violations 1996, published by the NJDEP, January 1998
New Jersey Drinking Water Quality Institute Maximum Contaminant Level
Recommendations for Hazardous Contaminants in Drinking Water, and the
corresponding Appendix A, both published for the NJDEP, September 26, 1994
New Jersey Drinking Water Quality Institute Maximum Contaminant Level
Recommendation for Perchlorate, October 7, 2005

The Division of Water Supply website offers a variety of useful information related to the Technical Evaluation and Security Program including:

Laws and Regulations:

N.J.A.C. 7:10 New Jersey Safe Drinking Water Act Rules
40 CFR National Primary Drinking Water Regulations - Part 141, 142 & 143
Public Health, Security, and Bioterrorism Preparedness and Response Act

Guidance Documents:

NJ Guidance for Issuing a Boil Water Advisory
Potable Water Directions for Disinfecting a Well
FACTS: Cryptosporidium in Drinking Water
FACTS: Disinfection-By-Products in Drinking Water
FACTS: Lead in Drinking Water
FACTS: Mercury in Drinking Water
FACTS: Microorganisms in Drinking Water
FACTS: Nitrate and Nitrite in Drinking Water
FACTS: Pesticides in Drinking Water
FACTS: Volatile Organic Compounds in Drinking Water Perchlorate
Homeowners Guide
A North Jersey Homeowner's Guide to Radioactivity in Drinking Water: Uranium
A South Jersey Homeowner's Guide to Radioactivity in Drinking Water: Radium
A Homeowner's Guide to Arsenic in Drinking Water
Emergency Disinfection of Drinking Water (USEPA)
Precautionary Measures for Water Systems Before, During, and After a Major Hurricane
Water Security (USEPA)

Forms and Templates:

Emergency Response Plan - Forward
Emergency Response Plan - Template - October 2004

The Division of Water Supply website offers a variety of useful information related to the Technical Support and Capacity Development Section including:

Laws and Regulations:

N.J.A.C. 7:10 New Jersey Safe Drinking Water Act
N.J.A.C. 7:10A Licensing of Water Supply and Wastewater Treatment System

Program Reports:

Report to the Governor (2005) - Capacity Development Program
Capacity Development Strategy
Capacity Development Program Milestones

Forms and Templates:

Operations Plan Template

Operator Certification and Training Guides & Applications

Operator Training Courses - Continuing Education

2005-2006 Operator Training Courses - Initial Certification

Examination Application for License To Operate (Form ADM-035)

Statement of Qualifications (Form ADM-035A)

*Examination Application for License to Operate a Very Small Water System License
Class - VSWS (Form ADM-368A)*

Statement of Qualifications (Form ADM-368B)

Water Allocation

DIVISION: Division of Water Supply

GENERAL PHONE NUMBER: (609) 292-2957 **FAX NUMBER:** (609) 633-1495

WEB ADDRESS: www.nj.gov/dep/watersupply/

PROGRAM DESCRIPTION:

The Bureau of Water Allocation is responsible for ensuring the protection of surface water and ground water and associated ecosystems. The bureau works with water supply providers that often times include Municipal Utility Authorities run by local governments.

The Regional Water Supply Planning Section is responsible for conducting regional alternative water supply investigations that are recommended by the Statewide Water Supply Plan. These investigations consist of 50-year water demand projections, quantification of water supply problems such as saltwater intrusion and streamflow depletion through ground and surface water modeling, and assessment and selection of alternative water supplies and/or water resource management strategies to mitigate these problems. The section is currently conducting alternative water supply investigations in the Passaic-Hackensack watersheds, Southeastern New Jersey watersheds, and Cape May County.

Finally, this section participates in the reassessment of Critical Water Supply Areas 1 and 2, areas of water supply concern. These are areas where excessive water use poses significant threat to the long-term integrity of the water supply sources.

Critical Water Supply Area 1, declared in 1985, includes portions of Middlesex, Monmouth and Ocean Counties. Critical Water Supply Area 2, declared in 1994, includes portions of Burlington, Camden, Gloucester, Atlantic, Cumberland, Salem, Monmouth and Ocean Counties. The department can not issue approvals for any new or increased diversions from a critical area affected aquifer, unless it involves approval of a base allocation transfer or if the diversion is used for a certain exceptions.

The bureau is responsible for the review of applications for water diversions in excess of 100,000 gallons of water per day, as regulated under the Water Supply Management Act. Diversions in excess of 50,000 gallons of water per day located within the Highlands Preservation Area are regulated as part of the Highlands Water Protection and Planning Act. The bureau regulates all ground and surface water diversions throughout the state including water diversions for public water supply, industrial processing and cooling, irrigation, sand and gravel operations, remediation, power generation, and agricultural use. The regulation could take the form of a permit, certification, registration, or permit-by-rule.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

A Water Allocation Permit is required for the withdrawal of ground and/or surface water in excess of 100,000* gallons of water per day for a period of more than 30 days in a consecutive 365 day period, for purposes other than agriculture, aquaculture or horticulture.

For dewatering in excess of 100,000 gallons of water per day, the project owner must obtain a Temporary Dewatering Allocation Permit, Dewatering Permit-by-Rule or Short Term Permit-by-Rule depending on the duration of construction and the method employed.

A Short Term Permit-by-Rule must be filed for diversions in excess of 100,000 gallons of water per day that occur over a period of 30 days or less in a calendar year.

A Water Use Registration is required for any person with the capability to divert in excess of 100,000* gallons of water per day, but who withdraws less than this quantity.

An Agricultural Water Usage Certification or Agricultural Water Use Registration must be obtained from the county agricultural agent if a person has the capability to withdraw ground and/or surface water in excess of 100,000 gallons per day for agricultural, aquacultural or horticultural purposes.

*For diversions within the Highlands Preservation Area, the threshold is 50,000 gallons of water per day. Refer to the Highlands Water Protection and Planning Act for additional information. Diversions within the Delaware River Basin may need approval from the Delaware River Basin Commission.

PUBLICATIONS AVAILABLE:

The Division of Water Supply website offers a variety of useful information for those applying for a Water Allocation permit, certification, or registration.

Guidance documents include:

Technical-Hydrological Report Checklist
BWA-001A New-Mod Groundwater Application Checklist
BWA-001A New-Mod Surface Water Application Checklist
BWA-001B Renewal Application Checklist
BWA-002 Dewatering Checklist
Maps - Are You In the Highlands?
BWA-001 & BWA-002 - Administrative Completeness Checklist
Water Use Registration Metering Form
AGC001 & AGC002 RCE Irrigation Logbook
Highlands Water Allocation Application - New or Major Modifications Checklist for Administrative and Technical Completeness
I-Map NJ DEP - Finding Sources and Coordinates

Water Allocation Applications include:

Water Allocation Permit Application for New or Major Modifications BWA-001A
Water Allocation Permit Application for Renewals BWA-001B
Water Allocation Permit Application Checklist for Administrative Completeness
Temporary Dewatering Application BWA-002
Short Term Water Use Permit-By-Rule BWA-003
Short Term Water Use Report BWA-004
Dewatering Permit-By-Rule BWA-005
Contract Approval Application BWA-006
C.E.R.C.L.A. Permit Equivalency Application BWA-010
Agricultural Water Usage Certification Application AGC-001
Agricultural Water Use Registration AGR-002
Water Use Registration Application DWR-188
Highlands Water Allocation Application - New or Major Modifications BWA-001HL
Highlands Water Use Registration Application

Water Conservation Forms include:

Golf Courses/Irrigation
Large Volume Users
Public Water Supply Systems

Laws and Regulations include:

Payments to State or Waters Diverted
Water Supply Management Act
Water Supply Bond Act of 1981
Agricultural, Aquacultural and Horticultural Water Usage Certification Rules
New Jersey Water Supply Allocation Rules - effective September 19, 2005

Water Quality Standards and Assessment

DIVISION: Water Monitoring and Standards

GENERAL PHONE NUMBER: (609)777-1753 **FAX NUMBER:** (609)292-0687

WEB ADDRESS: www.state.nj.us/dep/wms/bwqsa/

PROGRAM DESCRIPTION:

The Bureau of Water Quality Standards and Assessment (WQSA) is responsible for the development, adoption, and administration of surface and ground water quality standards. This includes the development of water quality criteria to protect aquatic life and human health, the assignment of stream classifications, including designation of waters as Category One, to reflect existing and designated uses. The bureau is also responsible for the promulgation of anti-degradation policies to protect and maintain the quality of surface and ground waters of the state. In addition, the WQSA is responsible for conducting and coordinating water quality assessments of all waters of the state. These assessments are reported through the Integrated Water Quality Monitoring and Assessment Report.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

Integrated Water Quality Monitoring and Assessment Report including 303(d) list
Integrated Water Quality Monitoring and Assessment Methods
New Jersey Surface Water Quality Standards – N.J.A.C. 7:9B
New Jersey Ground Water Quality Standards – N.J.A.C. 7:9C

Water Systems and Well Permitting

DIVISION: Division of Water Supply

GENERAL PHONE NUMBER: (609) 984-6831 **FAX NUMBER:** (609) 633-1495

WEB ADDRESS: www.nj.gov/dep/watersupply

PROGRAM DESCRIPTION:

The Bureau of Water Systems and Well Permitting comprises two major program areas: Well Permitting and Safe Drinking Water Construction Permitting. The Well Permitting and Regulation section works with the well drilling industry and local health department while the Safe Drinking Water (SDW) Construction Permitting sections (Northern and Southern) work primarily with water engineering consultants and water suppliers that often times include Municipal Utility Authorities.

The Well Permitting and Regulation section is responsible for implementing the Subsurface and Percolating Waters Act (N.J.S.A. 58:4A-4.1 *et seq.*) and the Well Construction, Maintenance, and Sealing of Abandoned Wells regulations (N.J.A.C. 7:9D-1 *et seq.*). This section is responsible for permit issuance and tracking of well documents and technical reviews, licensing of well drillers and pump installers, and enforcement of relevant regulations. In addition, this section facilitates the State Well Drillers and Pump Installers Examining and Advisory Board as established in the Subsurface and Percolating Water Act. The board members provide advice to the department on exam questions, license status and technical issues. All meetings of the board are open to the public. Information on the current members and duties of the board, the board meeting schedule and licensing exam schedules can be found at the division website listed above.

The northern and southern sections of SDW Construction Permitting are responsible for reviewing all public water system construction permit applications relating to new or modification to sources, treatment, storage, pump station, interconnection, and water distribution system facilities, including water main extension, replacement or connections as described in N.J.A.C. 7:10- 11, *Standards for the Construction of Public Community Water Systems*.

The SDW permitting is also responsible for reviewing Fifty Realty Improvement Certification – Water Supply applications (pursuant to N.J.A.C. 7:10-12.42.) when individual wells are proposed in a development consisting of 50 or more realty improvements

In addition, through the technical support unit, the bureau administers the Physical Connection Permit (initial and renewal) requirements between a public community water system and an unapproved source as described in N.J.A.C. 7:10-10.

MONETARY ASSISTANCE PROVIDED:

The bureau does not provide monetary assistance. However, low interest loans are available through the Drinking Water State Revolving Fund (DWSRF).

PERMITTING RESPONSIBILITIES:

Well Permitting Program - Permit Issuance, Tracking of Well Documents, Technical Review, Licensing of Well Drillers and Pump Installers, and Enforcement

Approximately 20,000 new permits to drill wells in the state are issued and tracked each year. Property owners are responsible for insuring that wells are properly permitted, constructed, maintained, and decommissioned. Only licensed drillers and pump installers are permitted to work on wells. Once a well is constructed, the driller is required to submit a well record document, which is the as-built description of the well. Well drillers also submit a well abandonment report whenever a well has been decommissioned. The Well Permitting Program staff ensures the well data from submitted well permits, records and abandonment reports is accurate and properly tracked.

The section also performs well searches for water supply assessment and remediation activities. Municipalities may request a well search by completing and submitting the well search form to the Bureau of Water System and Well Permitting by fax at (609) 633-1231 or mail to NJDEP/ Bureau of Water System and Well Permitting, P.O. Box 426, Trenton NJ 08625-0426. There may be a fee for this service.

Currently, there are approximately 800 licensed well drillers and 400 licensed pump installers in the state. Only properly licensed individuals are permitted to install, service and decommission wells and pumps. The staff of the Well Permitting Program provides technical assistance to state government officials, local health departments, homeowners, consultants, drillers and pump installers. In addition, the staff reviews the submitted well documents for compliance and completeness, conducts follow up field investigations, initiates enforcement actions and evaluate requests from drillers to deviate from construction and decommissioning requirements. The Well Permitting Program may order a property owner to decommission a well if the well is no longer used or the condition of the well threatens the integrity of the groundwater source.

SDW Construction Permitting – Permit applications are reviewed to determine compliance with applicable requirement pursuant to N.J.A.C. 7:10-11. The review focuses on the sanitary features of the design, reliability, and compliance with capacity requirements. This includes water main extensions, replacement, or connections, storage and pumping stations facilities evaluation and review of proposals for new water systems. Furthermore, the process includes the review of new or modification to existing sources of water supply including construction standards of wells or surface water intakes, and the review of new or modification to existing water treatment facilities evaluations.

PUBLICATIONS AVAILABLE:

The Division of Water Supply website offers a variety of useful information related to the **Well and SDW Construction** permitting programs including:

Laws and Regulations:

New Jersey Well Construction, Maintenance, and Sealing of Abandoned Wells
Subsurface and Percolating Waters Act
New Jersey Safe Drinking Water Act Rules
New Jersey Safe Drinking Water Act

Guidance Document Related to Licensing:

Master Well Driller
Journeyman/Journeyman B Well Driller
Monitoring Well Driller
Soil Borer
Dewatering Well Driller
Pump Installer
Apprentice Log Form

Guidance Documents and Forms Related to Well Searches:

Individual Well Search Questionnaire PDF
Individual Well Search Procedure Word
Radius Well Search Procedure
Radius Well Search Form

Guidance Documents and Forms Related to Well Construction/Decommissioning:

Well Permit Cancellation Form
Blanket 2" Well Decommissioning Approval Form
Blanket 2" Well Decommissioning Cover Letter
Well Construction Deviation Form

Capacity Development:

Technical, Managerial, & Financial Capacity of New Public Community Water Systems BSDW-PA 18
Technical, Managerial, & Financial Capacity of New Public Non-Community Water Systems BSDW-PA 19

Technical Manuals:

Firm Capacity and Water Allocation Analysis
Safe Drinking Water Works Facilities Approval Technical Manual
Precautionary Measures for Water Systems Before, During, and After a Major Hurricane

Forms and Checklists:

Standard Application Form to Construct/Modify/Operate Public Water Works Facilities
Checklist for Administrative Completeness
Checklists specific to facility proposed are also available.

Watershed Management

DIVISION: Land Use

GENERAL PHONE NUMBER: (609) 984-0058 **FAX NUMBER:** (609) 633-0750

WEB ADDRESS: www.nj.gov/dep/watershedmgt/

PROGRAM DESCRIPTION:

The Division of Watershed Management (DWM) implements statewide non-point source (NPS) pollution control and comprehensive water resource management on a watershed basis using a rule-based approach for preventing water quality degradation. The division employs regulations to achieve its goal, and an action-based approach to remedy existing water quality problems, employing Total Maximum Daily Load (TMDL) determinations, NPS control (319) projects, and stream restoration efforts.

The Bureau of Environmental Analysis and Restoration develops technical "tools" for the use of the DWM and its partners in watershed planning, protection and restoration. Among those tools are the development of TMDLs, the writing of rules and regulations including Stormwater Management Rules, Water Quality Management Planning Rules, Sewage Infrastructure Improvement Rules and portions of the Highlands Rules. Other tools include the development of environmental standards, technical or administrative guidance documents for rule implementation, model ordinances, and best management practices (BMPs).

The Bureau of Watershed Planning consolidates the voluntary watershed partnership aspects of the DWM, focusing on watershed restoration plans that provide a specific blueprint for the restoration and protection of a waterbody, and the projects that implement those restoration plans. The functions of this bureau include the provision of technical support to independent watershed organizations, associations and local and county government units, and the administration of federal NPS control pass-through grant programs. The bureau also promotes the voluntary implementation of departmental initiatives such as TMDLs, source water protection, and septic management plans.

The Bureau of Watershed Regulation uses their regulatory authority to implement departmental policy including TMDLs, source water protection, critical habitat protection and water supply protection through water quality and wastewater planning. Staff work with state, regional and local agencies to make land use plans consistent with the water quality and environmental protection objectives of the department. Responsibilities include Water Quality Management Plans (WQMP) and Wastewater Management Plan reviews and consistency determinations, stormwater management reviews, and Highlands applicability and WQMP consistency determinations under the Highlands Water Protection and Planning Act.

MONETARY ASSISTANCE PROVIDED:

The Clean Water Act (CWA) section 319 (h) authorizes USEPA to grant money to states, territories and Indian tribes to address Non-point Source (NPS) Pollution. These funds are used to implement programs and projects designed to reduce non-point source pollution.

The Clean Water Act (CWA) section 604(b) allows the NJDEP to receive federal funds to be passed through to county and regional planning entities for water quality management related planning. These grants have been to counties for the purposes of preparing Water Quality Management Plans and Smart Growth implementation.

Visit www.nj.gov/dep/watershedmgt/financial_resources.htm for more information about these and other grant programs.

PERMITTING RESPONSIBILITIES:

The division administers the Water Quality Management (WQM) Planning rules, N.J.A.C. 7:15 in conjunction with the WQM Plan, which together constitute the Continuing Planning Process conducted pursuant to the Water Quality Planning Act, N.J.S.A. 58:11A-1 *et seq.*, the Water Pollution Control Act, N.J.S.A. 58:10A-1 *et seq.*, and N.J.S.A. 13:1D-1 *et seq.*, and as required by Sections 303(e) and 208 of the Federal Clean Water Act (33 U.S.C. 1251 *et seq.*). According to these rules, the commissioner of the department shall not undertake, or authorize through the issuance of a permit, any project or activity that affects water quality and conflicts with the applicable sections of adopted WQM Plans or the WQM Planning rules. The existing rules establish a mechanism for the determination of consistency between proposed projects or activities requiring departmentally issued permits and the WQM Plans. In addition, procedures for the modification of water quality management plans, when necessary, either through amendment or revision are also specified. Please refer to the web site for additional information www.nj.gov/dep/watershedmgt/wqmps.htm.

PUBLICATIONS AVAILABLE:

Stormwater Best Management Practices Manual (BMP manual), developed to provide guidance to address the standards in the Stormwater Management Rules, N.J.A.C. 7:8 is available at www.njstormwater.org.

Nonpoint Source reports are available at www.nj.gov/dep/watershedmgt/nps_program.htm.

Many more publications and documents relating to education, stormwater and NPS pollution, TMDLs and the WQMP process are available at www.nj.gov/dep/watershedmgt/publications.htm.

MANAGEMENT AND BUDGET



Ved Chaudhary

Assistant Commissioner

Phone: (609) 292-2916

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Records Custodian

Financial Operations

Office of Audit

Information Resource Management

Management and Budget Systems

Occupational Health and Safety

Human Resources

Budget and Finance

General Services, Central Services and Property Mgmt

Equal Opportunity and Contract Assistance

DEP Data Miner

DIVISION: Office of Information Resources Management (OIRM)

GENERAL PHONE NUMBER: (609) 292-3211 **FAX NUMBER:** (609) 292-7900

WEB ADDRESS: www.nj.gov/dep/opra/online.html

PROGRAM DESCRIPTION:

DEP Data Miner is an Internet application that allows users to query the department's databases for information. The information returned to the end user is displayed in the form of a report. The web site provides easy, free, 24/7 access to key, up to the minute environmental reports and other public documents. Data provided is "real-time." As data is entered into department's databases, the information becomes accessible on Data Miner.

There are currently over 200 reports or queries that a user may access. Each of these returns the most recent information available, and in many cases, customized results displayed based on criteria entered by the user. The site is currently generating 5,000-8,000 reports/day.

There are two ways to access data within DEP Data Miner. A user can either search for a Regulated Site/Individual or access more detailed reports from the "Reports by Category" section.

Search for regulated site/individual - Once an individual has been chosen, additional environmental data such as compliance and enforcement data, permitting status, discharge figures and license status can be displayed.

Search for environmental data by Category - Detailed reports are logically organized so a user can find data by region, watershed, departmental program, or date range. Selecting a category brings a user to variety of reports that are related to that topic.

Staff is continually developing new reports. As these reports are completed, they are made accessible on DEP Data Miner to provide easier, faster, real time access to information online.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

DEP Data Miner retrieves information from the New Jersey Environmental Management System (NJEMS) as well as other department databases. NJEMS is an enterprise decision, support, and data management system, which manages daily work activities, tasks, and information for all environmental permitting groups within the department. The status of pending permit applications as well as effective permits is accessible on DEP Data Miner.

PUBLICATIONS AVAILABLE:

All related documentation is available online at the DEP Data Miner site.

NJDEP-Online

DIVISION: Office of Information Resources Management (OIRM)

GENERAL PHONE NUMBER: (609) 292-3211 **FAX NUMBER:** (609) 292-7900

WEB ADDRESS: www.nj.gov/dep/online/

PROGRAM DESCRIPTION:

The department has a growing, government-to-business/government tool, "NJDEP-Online," offering online services to facilitate electronic submittal to the department via the Internet. The tool provides department constituents with a simple, easy to use, interface to submit permit applications, submit monitoring reports or payments via credit card or electronic check. Department constituents (small businesses, large businesses, environmental consultants, and government entities) can use the NJDEP-Online to submit applications for, and receive, 15 types of General Air Permits, download and submit Air Excess Emission Reports; Release and Pollution Prevention reports, Pollution Prevention Plan summaries, Underground Storage Tank initial registrations and modifications. In addition, DEP-Online may be utilized to download and submit Community Right-to-Know chemical inventory surveys, process Air Permit/Certificate renewals, process Underground Storage Tank renewals as well as closure notifications. Additional activities that may be completed through DEP On-Line include registration and submission of Private Well Test Results, submission of Volunteer Water Monitoring Reports and Safe Drinking Water Test Results, as well as downloading and submitting Discharge Monitoring Reports (DMRs), Waste Characterization Reports (WCRs) and Residual Transfer Reports (RTRs), Coastal and Freshwater Wetlands Land use Applications and Online bill payment

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

The DEP-Online system retrieves and stores information in the New Jersey Environmental Management System (NJEMS). NJEMS is an enterprise decision support and data management system, which manages daily work activities, tasks, and information for all environmental media groups within the department. DEP-Online uses various methods for the review and issuance of permits. Some services, such as air general permits can be applied for online and issued via the website, without review by department staff. Other services such as underground storage tank modifications and registrations and Land Use applications require department staff review. All permits are issued to the applicant through the NJEMS and DEP-Online systems once a permit decision is made.

PUBLICATIONS AVAILABLE:

All related documentation, including forms to establish accounts and supporting technical documents are available online at the DEP-Online site.

i-MapNJ

DIVISION: Office of Information Resources Management (OIRM)

GENERAL PHONE NUMBER: (609) 984-2243 **FAX NUMBER:** (609)-292-7900

WEB ADDRESS: www.nj.gov/dep/gis/newmapping.htm

PROGRAM DESCRIPTION:

The department makes over 90 of its environmental Geographic Information System (GIS) data layers, including new 2002 imagery, updated Category One Waters, Landscape data, and the Highlands Preservation and Planning Area GIS layers available via our interactive, internet mapping tool, i-MapNJ. This tool provides users with much needed information about neighborhoods, watersheds, municipalities and counties. Homeowners can locate facilities nearby. Local governments, environmental organizations, planners, and builders can identify open space, various regulatory boundaries, sensitive lands, watersheds, and much, much more.

In addition to i-MapNJ, the department provides geographic information to local governments by way of our web site as data downloads, GIS and GPS Standards, FAQs, and training opportunities. The department also participates in the public Geospatial Forum and in outreach opportunities with local governments.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

The department encourages the use of i-MapNJ and GIS data, at the start of a land planning effort or regulatory process, to determine if a planned project will impact areas of environmental sensitivity, such as wetlands, or be impacted by areas of environmental concern.

PUBLICATIONS AVAILABLE:

All related documentation, including tutorials and data are available online at www.nj.gov/dep/gis/. i-MapNJ handouts are available in the department's Public Access Room, 401 E. State Street, Trenton NJ.

Records Custodian

DIVISION: Management and Budget

GENERAL PHONE NUMBER: (609) 341-3121 **FAX NUMBER:** (609) 292-1177

WEB ADDRESS: www.nj.gov/dep/opra

PROGRAM DESCRIPTION:

The Office of the Records Custodian processes the New Jersey Open Record Act (OPRA) requests submitted to the department. Once a request has been received for access to documents, within 7 business days the office contacts the requestor to schedule an appointment for a file review or has the documents copied if requested. The office also issues denials regarding confidential information which will not be provided in an OPRA request.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

The department issues an annual report each year on the status of OPRA requests received and processed. The following is a link to the most recent DEP OPRA Annual Report: www.nj.gov/dep/opra/2006opra.pdf

NATURAL AND HISTORIC RESOURCES



Amy Cradic

Assistant Commissioner

Phone: (609) 292-3541

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Natural Resource Restoration

Historic Preservation

Fish and Wildlife

Parks and Forestry

Green Acres

Engineering and Construction

Black Bear Education

DIVISION: Fish and Wildlife

GENERAL PHONE NUMBER: (908) 637-4125 **FAX NUMBER:** (908) 637- 6735

WEB ADDRESS: www.njfishandwildlife.com

PROGRAM DESCRIPTION:

Educational programs are available for residents in areas where black bears are present. The program includes background and natural history of the state's black bears, research information, and tips on avoiding problems and negative interactions with bears.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

Brochures containing information on black bears and ways to help avoid problems with bears are available at no cost. The brochure is entitled "Be Bear Aware" is available in large quantities.

Black Bear Management and Nuisance Abatement

DIVISION: Fish and Wildlife

GENERAL PHONE NUMBER: (908) 735- 8793 **FAX NUMBER:** (908) 735 6161

WEB ADDRESS: www.njfishandwildlife.com

PROGRAM DESCRIPTION:

The Division of Fish and Wildlife (DFW) is responsible for the management of the state's black bear population. As part of this management, DFW assists local governments and residents with any questions or concerns they may have about the black bears in their community. This is done via the telephone, educational programs or on-site visits. In cases where bears are becoming a nuisance or pose a threat to public safety, the division does assist in controlling these issues through a variety of trapping and aversive conditioning techniques. The division also assists in removing wayward bears from urban settings when they become confined and unable to extract themselves from the town. In addition, training is offered for local police officers, which focuses on basic bear biology and management practices as well as how to handle nuisance bear activity within their community. The officers are also trained to aversively condition bears and euthanize them if the need should arise.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

The DFW web site www.njfishandwildlife.com has a number of publications that can be downloaded. These publications range from basic bear information in pamphlet form to nuisance bear report forms.

Coastal Engineering

DIVISION: Office of Engineering and Construction

GENERAL PHONE NUMBER: (732) 255-0767 **FAX NUMBER:** (732) 255-0774

WEB ADDRESS: www.nj.gov/dep/shoreprotection

PROGRAM DESCRIPTION:

New Jersey's Shore Protection Program was created to provide for the protection of life and property along the coast, preserve the vital coastal resources, and maintain safe and navigable waterways throughout the state. Operating under the Office of Engineering and Construction, the Bureau of Coastal Engineering is responsible for administering beach nourishment, shore protection and coastal dredging projects throughout the state. Additionally, the bureau maintains the state's aids to navigation, provides 24-hour operation of the Raritan Bayshore Floodgate and is responsible for conducting storm surveys, damage assessments and emergency repairs for coastal storms.

MONETARY ASSISTANCE PROVIDED:

Shore protection projects are funded through the Shore Protection Fund (N.J.S.A. 13:19-16 et seq.), either through a federal-state-local cost share or a state-local cost share, depending on the size and scope of the project. \$25 million in annual stable funds have been appropriated through the Shore Protection Fund of 1992. Additional funds have been provided by Shore Protection Bonds issued in 1977 and 1983 and by state appropriation in 1988.

Eligible projects must be associated with the protection, stabilization, restoration or maintenance of the shore, including monitoring studies and land acquisition and must be consistent with the current Shore Protection Master Plan and Coastal Zone Management Program. Such projects must be tidally influenced during normal tide cycles and be located on public land or property which has legal, perpetual easements for public access and use.

The amount of monetary assistance provided varies upon need. Grantee must provide 25% of the construction cost, provide engineering design and specifications, and provide perpetual easements and parking to ensure public access. Applications will be considered year-round; however, to be considered for an upcoming fiscal year that begins July 1st, applications must be received by May 1st.

The bureau also conducts maintenance dredging projects throughout the state, with the exception of federal channels including the Intracoastal Waterway, which is maintained by the U.S. Army Corps of Engineers. Funding is provided by a partnership with the New Jersey Department of Transportation (DOT), Office of Maritime Resources and or special

appropriations. Although funding is provided by the DOT, dredging projects are administered by the bureau and are initiated on an as-needed basis subject to available funding.

PERMITTING RESPONSIBILITIES:

All dredging and shore protection projects must be consistent with the state's Freshwater Wetlands Protection Act and Coastal Zone Management Program which includes; Coastal Area Facilities Review Act (CAFRA), Waterfront Development Act and Wetlands Act of 1970. In addition, all projects must be in compliance the federal Clean Water Act Section 404 and the Rivers and Harbors Act. The bureau will review and comment on the project plans that are submitted by the municipality for both engineering integrity and compliance with the current regulations. The bureau will also apply for all required state and federal permits for state dredging and shore protection projects. All permits for shore protection projects which the bureau does not administer the construction will be the responsibility of the municipality.

PUBLICATIONS AVAILABLE:

None

Community Based Deer Management

DIVISION: Fish and Wildlife

GENERAL PHONE NUMBER: (908) 735-7040 **FAX NUMBER:** (908) 735-5689

WEB ADDRESS: www.njfishandwildlife.com/cbdmp.htm

PROGRAM DESCRIPTION:

Though traditional hunting programs continue to successfully control deer populations throughout most of the state, they are difficult to implement in the urban and suburban areas. Under the Community Based Deer Management Program, the division will cooperate with municipalities, airports and county boards of agriculture to develop and implement alternative options for use in suburban environments where traditional hunting programs are not an option or where hunting programs alone cannot achieve the desired level of deer reduction. Alternative control options include shooting (outside of season dates, bag limit and other regulations), live capture-euthanize, experimental programs that may include contraception, and other non-traditional options. All costs associated with the alternative options are borne by the municipality, airport or county board of agriculture. The division provides technical assistance in the development of the program and the permit application process.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

Municipalities, airports and county boards of agriculture must submit an application for a Community Based Deer Management Permit. This application is reviewed by the division and the Fish and Game Council. The applicant must demonstrate that the deer population has caused a significant number of deer-vehicle accidents and/or a significant amount of damage to vegetation. The municipality must submit a municipal resolution endorsing the application. The applicant must identify the organization that will implement the deer control, describe the methods that will be used to notify the public, describe the precautions that will be taken to ensure the safety of the public, and document written consent to access private property, if necessary. The permit is free, but the applicant bears the cost of the program and the cost of providing the deer meat to the venison donation program. Once approved, the permit is issued by the division.

PUBLICATIONS AVAILABLE:

None

Community Forestry "No Net Loss Reforestation"

DIVISION: Parks and Forestry

GENERAL PHONE NUMBER: (609) 292-2532

FAX NUMBER: (609) 984-0378

WEB ADDRESS: www.njparksandforests.org/forest/community/index.html

PROGRAM DESCRIPTION:

This innovative legislation mandates that when a state entity plans to deforest one-half acre or more, a reforestation plan must first be approved by the Division of Parks and Forestry. A hierarchy of lands for the replanting of the trees begins with adjacent lands, state-owned lands within the municipality and then property owned by the municipality. Reforestation plan guidelines are followed to obtain a no-net-loss effect.

MONETARY ASSISTANCE PROVIDED

Through the monetary compensation option a state entity may choose to meet the requirements of the Act without administering and managing a tree planting project. Funds provided to the Division of Parks and Forestry through this option are provided to local, state or other state agencies depending on the hierarchy of sites adjacent to the deforestation.

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

Several publications are available that would assist communities in understanding and participating in the No Net Loss Reforestation Program. These include program guidelines, tree specifications and practices, general program brochures, grant applications and instructions, and other specific community forestry items.

Community Forestry - Cool Cities

DIVISION: Parks and Forestry

GENERAL PHONE NUMBER: (609) 292-2532 **FAX NUMBER:** (609) 984-0378

WEB ADDRESS: www.njparksandforests.org/forest/community/index.html

PROGRAM DESCRIPTION:

The Cool Cities Initiative is a joint effort of the department and the New Jersey Board of Public Utilities (BPU). The department's Community Forestry Program, in cooperation with the BPU's Clean Energy Program, is planting thousands of shade trees in residential neighborhoods and low-rise mixed-use areas across the state to help cool off the urban heat islands and reduce energy costs for families.

The state tree planting in a municipality would include site assessments to determine where, how many, and what types of trees to plant. Property owners would be notified in advance of the tree planting. Utility issues would be resolved and trees ordered and preparation of planting sites would be conducted. Small trees (10'-30' tall) are planted where utility lines are present. Large trees (>30' tall) are only planted where there is room for them to grow to full size. The new trees are actively monitored, cared for, and replaced wherever needed. After one year, the municipality continues the care of the trees.

MONETARY ASSISTANCE PROVIDED:

Communities that have a state approved Community Forestry Management Plan will have an opportunity to apply for grants to plant trees, to reduce energy costs. A 25% match is required from the community. Contact the program for additional funding requirements.

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

None

Dam Safety and Flood Control

DIVISION: Office of Engineering and Construction

GENERAL PHONE NUMBER: (609) 984-0859 **FAX NUMBER:** (609)-984-1908

WEB ADDRESS: www.nj.gov/dep/damsafety

PROGRAM DESCRIPTION:

The bureau assists in ensuring the safety and integrity of dams in the state and, thereby, protecting the people and property from the consequences of dam failures.

MONETARY ASSISTANCE PROVIDED:

A low interest loan program has been established for the restoration, reconstruction or removal of dams. The loan is a 20-year loan at 2% interest. Loans are available for publicly or privately owned dams. Private owners must have a municipal co-borrower.

To be eligible, owners must have an engineer develop a conceptual design sufficient enough to establish an approximate cost estimate to complete the project. Owners may apply for loans during open application periods as established by the bureau. More information is available on the Dam Safety web page.

PERMITTING RESPONSIBILITIES:

The bureau reviews plans and specifications for the construction of new dams or for the alternation, repair, or removal of existing dams and must grant approval before the owner can proceed with construction.

PUBLICATIONS AVAILABLE:

None

Forest Resource Education Center

DIVISION: Division of Parks and Forestry

GENERAL PHONE NUMBER: (732) 928-2360 **FAX NUMBER:** (732) 928-8472

WEB ADDRESS: www.njforestrycenter.org

PROGRAM DESCRIPTION:

The Forest Resource Education Center (FREC) features forestry exhibits, information on forest stewardship, sustainable forests, and the benefits of trees. The FREC offers interpretive programs free of charge to schools, youth organizations, and civic groups. Programs focus on developing students' understanding of forest habitats and forestry practices through hands-on learning. The center staff leads groups on short hikes along a "Learning Trail" where they visit learning stations with informational kiosks. Interested parties should call to schedule an educational hike.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

Big Trees of New Jersey

Trees of New Jersey

Shrub and Vines of New Jersey

Atlantic White-Cedar Best Management Practices

New Jersey Forestry and Wetlands Best Management Practices.

Numerous forestry-related flyers and handouts are also available.

Forest Service - Private Lands Management Program

DEP- DIVISION: Parks and Forestry

GENERAL PHONE NUMBER: (609) 292-2531

FAX NUMBER: (609) 984-0378

WEB ADDRESS: [www.njparksandforests.org/forest/njfs private lands mgt.html](http://www.njparksandforests.org/forest/njfs_private_lands_mgt.html)

PROGRAM DESCRIPTION:

The Private Lands Management Program fosters and ensures wise stewardship and management on 1.54 million acres of forest lands owned by 88,700 private landowners, and the retention of these lands in contiguous and productive forests. This program administers the stewardship, rural forestry assistance, woodland assessment, wetlands and consultant forester projects of the state Forest Service.

The stewardship and rural forestry assistance projects are designed to provide professional forestry assistance to private landowners utilizing a minimum of public resources by forming partnerships with private consulting foresters. The Forest Service limits its assistance to a single visit for the purposes of motivating landowners to practice forest stewardship, explaining cost share assistance and encouraging private landowners to seek private professional forestry assistance.

A critical component of this program is the administration of the rule and regulations pertaining to farmland/woodland assessment. This requires the review of approximately 4,000 applications and field inspections of a portion of these annually. This program also administers N.J.A.C. 7:3-2, which deals with establishing and maintaining a list of foresters approved by the department for the purpose of annually attesting to compliance with the woodland management plan required by N.J.A.C. 54:4-23.3 (Woodland Assessment).

The management and stewardship of privately owned forests is encouraged through various Forest Service administrative programs, the Forest Stewardship Program, the Forest Land Enhancement Program and Forest Resource Management, which are designed to provide technical and cost share assistance. Additionally, this program administers portions of the Freshwater Wetlands Protection Act (N.J.S.A. 13:913-1 et seq.) which exempts certain forestry activities when included in a plan approved by the State Forester.

MONETARY ASSISTANCE PROVIDED:

The Forest Stewardship Program - The Forest Stewardship Program is a federally funded forest management program designed by the US Forest Service and National Association of State Foresters. The program is intended to encourage management of private forestland for non-commodity benefits, such as wildlife, recreation, aesthetics and

water quality, as well as traditional commodities like timber and wood products. Forest Stewardship promotes long-term active management while emphasizing consideration of all the forest resources and benefits. Among the benefits of participating in this program are the availability of both technical and financial management assistance and environmentally responsible management of the state's forest resources. Other advantages include active involvement in forest management and public recognition as a steward of the land and the personal satisfaction of managing forest resources for present and future generations.

Forest Land Enhancement Program - Funding through this cost-share program is intended as an incentive to encourage private landowners to be active land stewards and actively manage their woodlands for a wide variety of objectives, such as forest stewardship plan development, site preparation, tree planting and tree shelters, forest stand improvement and wildlife habitat enhancement. Technical assistance is available through Forest Service, Division of Fish and Wildlife, USDA Natural Resources Conservation Service (www.nrcs.usda.gov, phone (202) 720-7246), US Fish and Wildlife Service (www.fws.gov, phone 1-800-344-WILD) and professional management consultants.

New Jersey Tree Farm Program - This is a nonprofit organization working under the umbrella of the American Tree Farm System. The New Jersey Tree Farm Program helps promote sustainable management of forests through outreach, education and recognition. Qualified inspectors provide advice and ground inspections for certification. The Forest Fire Service is a co-sponsor offering administrative assistance and database management.

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

None

Freshwater Fisheries

DIVISION: Fish and Wildlife

GENERAL PHONE NUMBER: (908) 236-2118 **FAX NUMBER:** (908) 236-7280

WEB ADDRESS: www.njfishandwildlife.com

PROGRAM DESCRIPTION:

The bureau is responsible for the management and protection of the state's freshwater aquatic resources, as well as, enhancing recreational fishing opportunities. In cooperation with the Fish and Game Council, the bureau develops fishing regulations for the state's freshwater resources. For local municipalities, the bureau will sample lakes and ponds open to the general public, for fishing and the development of management recommendations. In addition, the bureau will also sample streams for fish population data and stream classification. The bureau stocks fish for recreational opportunities, including the Children's Fishing Derby Program. Furthermore the bureau provides technical assistance on lake and stream restoration projects including riparian restoration. In cooperation with the New Jersey Mosquito Control Program, the bureau provides gambusia (and other mosquito larvae eating fish) to County Mosquito Control Programs. These services are provided free of charge, and are supported by the sale of hunting and fishing licenses.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

The bureau issues licenses for water lowering, fish stocking, including the introduction of grass carp for weed control purposes, and special uses. In addition, the bureau reviews and issues various commercial harvest permits for baitfish, snapping turtles, frogs and commercial gill nets. The bureau also reviews Stream Encroachment and Freshwater Wetland Applications, as requested by department's Land Use Regulation Program.

PUBLICATIONS AVAILABLE:

None

Green Acres

DIVISION: Green Acres Program

GENERAL PHONE NUMBER: (609) 984-0500 **FAX NUMBER:** (609) 984-0608

WEB ADDRESS: www.nj.gov/dep/greenacres

PROGRAM DESCRIPTION:

The Green Acres Program works with landowners, municipal governments, county governments, nonprofit organizations, and other conservation partnerships to protect land of statewide significance. This is done through direct purchase or conservation easements.

The program also awards matching grants and loans to municipal and county governments, and matching grants to nonprofit conservation organizations, to acquire open space and develop outdoor recreation facilities.

MONETARY ASSISTANCE PROVIDED:

The Green Acres Program assists municipalities, counties, and nonprofit conservation organizations in the acquisition of open space for recreation and conservation purposes, and the development of outdoor recreational facilities. Each year, Green Acres provides matching grant and low-interest loan funding from the Garden State Preservation Trust.

Applications are available on the web at www.nj.gov/dep/greenacres

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

None

Historic Preservation

DIVISION: Natural & Historic Resources

GENERAL PHONE NUMBER: (609) 292-2023 **FAX NUMBER:** (609) 984-0578

WEB ADDRESS: www.state.nj.us/dep/hpo

PROGRAM DESCRIPTION:

The Certified Local Government (CLG) program is a federal program pass-through to assist local government in their efforts to identify, evaluate and protect historic and archaeological resources on the local level. To become eligible for this program, a municipality must adopt a historic preservation element in their master plan, establish a commission and implement a local ordinance that contains a process for identification and protection of resources. CLG's are eligible to apply for federal matching grants to assist in their efforts.

The program works in partnership with the National Park Service to implement the state's historic preservation program. Federal program areas include the New Jersey and National Register of Historic Places, Investment Tax Credits, Section 106 of the National Historic Preservation Act, preservation planning, and the certified local government program.

The office also provides a regulatory function and provides technical assistance the Land Use regulation program for Freshwater Wetlands permitting, Coastal Area Facilities Review Act (CAFRA), and Executive Order 215 (concerning Historic Preservation).

Under the Register of Historic Places Act, the office receives application for project authorizations where undertakings of state, county or local government may encroach upon resources listed in the Register of Historic Places.

MONETARY ASSISTANCE PROVIDED:

The office provides matching grants for historic preservation planning initiatives to local governments who participate in our Certified Local Government program. For more information, please contact the office

PERMITTING RESPONSIBILITIES:

The office provides technical assistance on the following, CAFRA, Freshwater Wetlands and EO 215. The office is also responsible for the implementation of Section 106 of the National Historic Preservation Act which regulates actions permitted, funded, and/or licensed by any agency of the federal government. In addition, the office administers the

NJ Register of Historic Places Act concerning the encroachment review and applications for project authorization affecting registered historic resources.

PUBLICATIONS AVAILABLE:

New Jersey Partners for Preservation Plan: A Blueprint for Building Historic Preservation into New Jersey's Future 2002-2007
The NJ and National Registers of Historic Places
The NJ and National Registers of Historic Places vs. Local Historical Designations
Preservation Tax Incentives for Historic Buildings
Preserving Your Community's Heritage through the Certified Local Government Program
Why Not Take the Next Step? (Certified Local Government Program flier)
New Jersey's Certified Local Government Guidelines
Municipal Land Use Law, New Jersey Statutes Annotated
Historic Preservation Law – A New Hybrid Statute with Legal Problems
Developing Design Guidelines: An Introduction (article reproduction)
About Communication Towers (article reprint)
The Secretary of the Interior's Standards for the Treatment of Historic Properties
The Secretary of the Interior's Standards for Rehabilitation and Illustrated Guidelines for Rehabilitating Historic Buildings
The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring & Reconstructing Historic Buildings.

See web site for complete list of available publications.

Hunting and Shooting Sports Outreach Program

DIVISION: Fish and Wildlife, Office of Information and Education

GENERAL PHONE NUMBER: (609) 633-7598 **FAX NUMBER:** (609) 984-1414

WEB ADDRESS: www.NJFishandWildlife.com

PROGRAM DESCRIPTION:

The Hunting and Shooting Sports Outreach Program provides consultation, negotiation and education services for municipal attorneys, other local government officials and residents to reach a positive outcome on sensitive issues regarding hunting and shooting issues within a jurisdiction. The program's customer service will focus on developing strategies to address hunting and target shooting safety issues while conveying law enforcement options for a mutually beneficial outcome.

Staff will conduct on-site field investigation, where appropriate, of a shooting range or hunting incident location. An effective committee approach is often the most productive method to create an action plan for the municipality to implement with fish and wildlife support.

Coordination among the staff of wildlife biologists, conservation officers, wildlife control and other fish and wildlife representatives is used to compile supporting history, research, biological data and regulatory information necessary to develop a specific and effective strategy unique to each municipality's situation.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

New Jersey Fish & Wildlife Digest, Hunting Issue

Mosquito Control

DIVISION: Fish and Wildlife

GENERAL PHONE NUMBER: (609) 292-3649 **FAX NUMBER:** (609) 633-0650

WEB ADDRESS: www.nj.gov/dep/mosquito

PROGRAM DESCRIPTION:

Through county mosquito control commissions and agencies, the Office of Mosquito Control Coordination provides significant state aid. The State Mosquito Airspray Program utilizes aircraft for the surveillance of large acreage and/or inaccessible by ground, mosquito habitat and the application of mosquito control formulations.

The State Equipment Use Program lends surveillance, laboratory, insecticide application, wetlands management or transportation equipment to the county mosquito agencies and commissions, at no cost. This is the type of equipment that a county may not own, or need for an extended period. The state pool of equipment is transferable (or shared) from county-to-county.

The Bio-Control Program utilizes small species, mosquito-eating fish which prey on the larval form of the mosquito while they are in the aquatic stage of their life-cycle. These fish are offered free-of-charge to counties annually, if potential sites are deemed appropriate for stocking. County agencies may pick up an allotment of fish in a state-supplied, pickup truck sized fish tank at the Division of Fish and Wildlife Hatchery at Hackettstown.

The program also tracks the surveillance of mosquito borne diseases. The network of county mosquito control agencies depend on the collection, pooling and testing of adult mosquitoes for the two types of encephalitis in the state. West Nile Virus and Eastern Equine Encephalitis tests are performed on specimens that are collected by the county mosquito control agencies. The state program provides resources for 10,000 specimens to be tested annually.

The office provides outreach, public relations and educational information to municipal and county governments that require such assistance. All municipal government mosquito spraying permits are reviewed and approved by the office in partnership with the department's Pesticide Control Program. The office also sponsors a toll-free county mosquito control agency directory for the general public (1-888 No-NJ-WNV {1-888-666-5968}).

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

All municipal government mosquito spraying permits are reviewed and approved by the office in partnership with the department's Pesticide Control Program. The office also reviews Land Use Permits issued for wetlands management projects.

PUBLICATIONS AVAILABLE:

The Annual Report of the NJ State Mosquito Control Commission.

"How to Use the State Bio-Control (Mosquitofish) Program for Mosquito Control in New Jersey"

Natural Heritage Program

DIVISION: Parks and Forestry

GENERAL PHONE NUMBER: (609) 984-1339 **FAX NUMBER:** (609) 984-1427

WEB ADDRESS: www.nj.gov/dep/parksandforests/natural/heritage

PROGRAM DESCRIPTION:

Through its Natural Heritage Database, the Natural Heritage Program identifies critically important areas to conserve the state's biological diversity, with particular emphasis on rare plant species and ecological communities. By consulting the database early in the planning stages, planners and developers can alleviate possible conflicts by determining whether the intended location for a given project includes known rare species occurrences.

Municipalities and counties also can use the database information for inclusion in their natural resource inventories and open space plans. If information is needed about whether or not endangered or threatened species, including animal species, have been documented from a particular area, a Natural Heritage Database search can be requested by contacting the Natural Heritage Program or downloading a data request form from the above-referenced web site.

The Natural Heritage Program has also identified several hundred Natural Heritage Priority Sites, representing some of the most critically important areas for the state's biological diversity, with a particular emphasis on rare plant species and ecological communities. This information may be downloaded from the department's web site as a GIS coverage at: www.nj.gov/dep/gis/stateshp.html or it may be viewed using the department's interactive mapping application: www.nj.gov/dep/gis/newmapping.htm.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES

None, but numerous permitting agencies require the submission of the results of searches of the Natural Heritage Database as part of the permit application process.

PUBLICATIONS AVAILABLE:

List of Endangered Plant Species and Plant Species of Concern – June 2005:
www.nj.gov/dep/parksandforest/natural/heritage/spplant.html.

An Overview of Nonindigenous Plant Species in New Jersey. 2004. New Jersey Department of Environmental Protection, Office of Natural Lands Management, Natural Heritage Program, Trenton, NJ. 107 pages.
www.nj.gov/dep/parksandforest/natural/heritage/invasivereport.pdf

Natural Resource Restoration

DIVISION: Office of Natural and Historic Resources

GENERAL PHONE NUMBER: (609) 984-5475 **FAX NUMBER:** (609) 984-0836

WEB ADDRESS: www.nj.gov/dep/nrr/

PROGRAM DESCRIPTION:

When contaminants such as oil or hazardous chemicals are released into the environment, public resources such as lakes, streams, beaches, ground water, wildlife and wildlife habitat can be injured or destroyed as a result of the hazardous discharges.

The office characterizes and assesses the extent of injury to the public's resources and requires that restoration or replacement of the injured natural resources occurs at the expense of the person or company responsible for causing the injury.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

None

New Jersey Forest Fire Service

DIVISION: Parks and Forestry

GENERAL PHONE NUMBER: (609) 292-2977 **FAX NUMBER:** (609) 984-0378

WEB ADDRESS: www.njwildfire.org

PROGRAM DESCRIPTION:

The New Jersey Forest Fire Service is responsible for the protection of life, property and natural resources from wildfire in the rural and suburban portions of the state. In addition to suppressing wildfires, the agency is responsible for the prevention of wildfires, the training of wildland firefighters and local fire departments and the mitigation of wildfires through the administration of a comprehensive prescribed burning and wildfire hazard mitigation program. In addition, the service enforces the State Forest Fire Laws and promotes a wildfire education program that fosters firewise awareness for residents and visitors of forested areas.

The Forest Fire Service assists local communities with the development of community wildfire defense plans and wildfire preparedness planning, and the implementation of firewise principles and practices. Furthermore, the service aids in the training of local firefighters in preparing for wildfires in their community and assisting with the coordination of hazard mitigation and prescribed burning initiatives.

MONETARY ASSISTANCE PROVIDED:

Community Wildfire Hazard Mitigation Assistance Program is a New Jersey Forest Fire Service grant program that delivers National Fire Plan funding directly to organizations on a local level. The National Fire Plan was initiated by Congress in 2000 in order to develop a coherent strategy to protect Americans from wildfire. The Program will assist in improving wildfire protection and preparedness capabilities, increasing community wildfire awareness and education, and provide assistance to local fire agencies. In addition the Program will assist in reestablishing ecosystems after wildfires, reducing excessive fuel accumulations in and around communities and provide economic development opportunities

The New Jersey Forest Fire Service will provide reimbursement of up to \$5,000 spent by a qualifying organization on approved projects that help meet the above listed objectives through a 50/50 cost share program. For a reimbursement application package, visit www.njwildfire.org

Volunteer Fire Assistance Program is a U.S. Forest Service grant program administered by all 50 state forest fire protection agencies to provide funding to organize, train, and equip fire departments in rural communities and rural areas. The goals of the program include organizing, training, and equipping fire departments in rural areas and communities, assisting qualifying fire departments in saving lives and property. Other goals are preventing or reducing the loss of life, protecting financial investments and enhancing environmental quality, as well as increasing the opportunity of rural fire departments to acquire training and current fire prevention techniques

The New Jersey Forest Fire Service will provide reimbursement to qualifying fire departments on approved expenditures through a 50/50 cost share program. For a reimbursement application package, visit www.njwildfire.org.

Federal Excess Personal Property Program refers to equipment owned by the U.S. Forest Service that is loaned to State Foresters through a cooperative agreement for the purpose of wildland and rural firefighting. The equipment further may be loaned by the State Forester, through the New Jersey Forest Fire Service, to local fire companies. Local fire companies must have a written cooperative agreement in place with the New Jersey Forest Fire Service in order to receive any equipment. State Foresters and the United States Forest Service have mutually participated in this program since 1956.

Since this is a loan program, ownership of all Federal Excess Personal Property transferred to and used by local fire companies remains with the federal government. Equipment obtained through this program is on loan for as long as the local fire company has a need for it. Federal Excess Personal Property that is no longer useful or economical to maintain must be returned to the New Jersey Forest Fire Service for disposal by the federal government.

For a copy of the New Jersey Forest Fire Service Federal Excess Personal Property Cooperator Handbook that contains additional program information, visit www.njwildfire.org.

PERMITTING RESPONSIBILITIES:

The service issues Recreational Fire Permits (free of charge from local Firewarden), Agricultural Open Burning Permits (charge based on permit type and duration), and Prescribed Burning Permits (free of charge in conjunction with an approved prescribed burning/hazard reduction plan).

PUBLICATIONS AVAILABLE:

None

New Jersey Forest Service

DIVISION: Parks and Forestry

GENERAL PHONE NUMBER: (609) 292-2531 **FAX NUMBER:** (609) 984-0378

WEB ADDRESS: www.nj.gov/dep/parksandforests/forest

PROGRAM DESCRIPTION:

The State Forest Service promotes the sound stewardship and conservation of public, private and community forest lands. The program monitors and assesses the health of our forest lands and assists municipalities with development of their tree resources.

MONETARY ASSISTANCE PROVIDED:

Tree planting grants are available from the State Tree License Plate Fund or the No Net Loss funds

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

New Jersey's No Net Loss Reforestation Act
Volcanoes Killing Trees in New Jersey: The Proper Way to Mulch Trees
Forest Resource Education Center

New Jersey Forest Tree Nursery

DIVISION: Parks and Forestry

GENERAL PHONE NUMBER: (732) 928-0029 **FAX NUMBER:** (732) 928-4925

WEB ADDRESS: www.njforestrycenter.org

PROGRAM DESCRIPTION:

The NJ Forest Tree Nursery grows and sells 300,000 seedlings annually. About 25 species of shrubs, conifers, and hardwoods are available. Anyone who owns land in the state is eligible to purchase seedlings. They cannot be resold or sold as Christmas trees or nursery stock.

Every third grader in the state is entitled to a free seedling when requested by their school.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

None

New Jersey Natural Lands Trust

DIVISION: Parks and Forestry

GENERAL PHONE NUMBER: (609) 984-1339 **FAX NUMBER:** (609) 984-1427

WEB ADDRESS: www.njnlt.org

PROGRAM DESCRIPTION:

The New Jersey Natural Lands Trust preserves land in its natural state for enjoyment by the public and to protect natural diversity through the acquisition of open space. The trust manages its properties to conserve elements of natural diversity, such as habitat for rare plant and animal species and rare ecological communities. The trust invites passive use by the public for recreational or educational purposes wherever such use will not adversely affect elements of natural diversity. Currently the trust owns or manages over 22,000 acres of open space from Sussex to Cape May Counties, including more than 2,500 acres of conservation easements.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

Realizing that much of the effort to preserve land must come from the private sector, in 2002 the New Jersey Natural Lands Trust and The Nature Conservancy of New Jersey published *The Handbook of Landowner's Options – a Guide to Land Protection in New Jersey*. The handbook describes the options available to landowners who wish to preserve the natural attributes of their property. It illustrates how property owners can work together with private, nonprofit conservation organizations and government agencies to preserve open space through a variety of methods tailored to their individual needs. The handbook is available on the New Jersey Environmental Digital Library (NJEDL) web site at www.njedl.rutgers.edu/ftp/pdfs/2116.pdf

New Jersey State Park Police

DIVISION: Parks and Forestry

GENERAL PHONE NUMBER: (609) 292-4744 **FAX NUMBER:** (609) 633-7594

WEB ADDRESS:

[www.njparksandforests.org/parks/law enforcement/law enforcement index.htm](http://www.njparksandforests.org/parks/law%20enforcement/law%20enforcement%20index.htm)

PROGRAM DESCRIPTION:

The New Jersey State Park Police is a versatile police department that is responsible for and committed to the safety, well being and enjoyment of park visitors, as well as the protection of the state's natural and historic resources. Through various methods of patrol, including but not limited to foot, bike, boat and motor, the police provide courteous, professional, knowledgeable assistance and service to the public at all times.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

State Park Police supervisors are responsible to assist in the development/review of special use permits which occur within, or might have an impact on state lands within our jurisdiction

PUBLICATIONS AVAILABLE:

None

Recreational Trails

DIVISION: Parks and Forestry

GENERAL PHONE NUMBER: (609) 984-1339 **FAX NUMBER:** (609) 984-1427

WEB ADDRESS: www.nj.gov/dep/parksandforests/natural/njtrails.html

PROGRAM DESCRIPTION:

The Recreational Trails Program (RTP) is a federally-funded grant program that provides financial assistance to federal, state, county and municipal governments, as well as non-profit organizations. The program implements the New Jersey Trails Plan which was adopted in 1982, revised in 1996 and is currently being updated. This update will be a strategic policy plan that will serve as a blueprint for establishing and maintaining a comprehensive system of trails in the state. Program staff serves as staff liaison to the New Jersey Trails Council (an advisory body to the department and Department of Transportation) to solicit input on the Trails Plan and recommendations for the RTP grants, and as National Trails Day Coordinator by soliciting park agencies and trail organizations for National Trails Day events, compiling a listing of those events and distributing the information statewide.

MONETARY ASSISTANCE PROVIDED:

The program is a federally-funded program devoted solely to the development and restoration of trails and trail facilities. Funding is eligible to governmental and non-profit agency landowners. Funding source is the Federal Highway Administration. Maximum grant award is \$25,000 for non-motorized projects. Larger awards are available for motorized recreational projects (ATV, off-highway motorcycles, etc.). Applicants must match at least 20% of the total cost of the project. Applications are sent out in September, with a mid-December deadline. An application may be downloaded from the above mentioned web site.

PERMITTING RESPONSIBILITIES:

If a project requires a permit as part of a trail project, the applicant must provide proof of an approved permit prior to construction.

PUBLICATIONS AVAILABLE:

None

Shade Tree and Community Forestry Assistance

DIVISION: Parks and Forestry

GENERAL PHONE NUMBER: (609) 292-2532 **FAX NUMBER:** (609) 984-0378

WEB ADDRESS: www.njparksandforests.org/forest/community/index.html

PROGRAM DESCRIPTION:

The Community Forestry Act was passed to acknowledge the contributions shade trees and community forests make to a community and the necessity to nurture, protect and manage a vigorous community forest resource. This enables municipalities to reduce or eliminate their exposure to litigation due to the drastic decline and poor condition of their community tree resources. The basis for this protection is a properly planned local community forestry program implemented through a state approved management plan, as well as municipal or county participation in the state's training and accreditation program. A management plan is an essential guide to successfully achieving a healthy and safe community forest.

MONETARY ASSISTANCE PROVIDED

Through the sale of the "Treasure Our Trees" License Plates, Community Forestry Grants are available to assist communities in meeting the requirements of the Community Forestry Act.

The **Green Community Grant** is available to municipalities and counties in the maximum amount of \$3,000 to develop a five-year comprehensive community forestry management plan. A mandatory 50% match of the requested grant funding level must be supplied through in-kind contributions and/or cash support. This five-year plan highlights both short and long term implementation plans, including tree assessments and inventories, hazard tree identification, tree planting and maintenance activities.

The **Community Stewardship Incentive Program (CSIP) Grant** is available after a community forestry management plan is approved. The grant will enable a community to implement their management plan through a specific set of CSIP practices. The maximum amount of grant funding is \$25,000 and is matched by a community with at least 25% monetary and/or in-kind contributions.

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

Several publications are available that would assist communities in understanding and participating in the Community Forestry Act. Information includes program guidelines, tree specifications and practices, general program brochures, grant applications and instructions, and other specific community forestry items. Please contact the office for information on obtaining copies of the literature.

State Park Service

DIVISION: Parks and Forestry

GENERAL PHONE NUMBER: (609) 292-2772 **FAX NUMBER:** (609) 984-0503

WEB ADDRESS: www.niparksandforests.org

PROGRAM DESCRIPTION:

The State Park Service is responsible for the administration of 42 state parks, 11 state forests, 44 natural areas, more than 50 historic sites and districts, 4 recreation areas, 1 golf course, 5 marinas and 4 reservoir sites located throughout the state.

The mission of the State Park Service is to provide for the administration, operation, maintenance, interpretation and protection of recreational, natural, cultural and historical resources for the safe and enjoyable, recreational and educational use by the public.

More than 18 million people visit State Park facilities each year to enjoy recreational opportunities, including swimming, hiking, canoeing, biking, boating, horseback riding, fishing, hunting, picnicking and camping. In addition to these recreational activities, natural and historic interpretive programs and special events are offered at many state parks and forests.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

Special Use Permits are required for the exclusive use of park lands or property for special events and commercial photography or videography.

PUBLICATIONS AVAILABLE:

A complete list of publications can be provided on request.

General Brochure – Lists all of State Park Service facilities and recreational opportunities

Camping Brochure – Lists all of the State Park Service camping facilities

Calendar of Events – printed bi-annually

Passport to Adventure

SITE REMEDIATION



Irene Kropp

Assistant Commissioner

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Brownfields Reuse

Dredging and Sediment Technology

Emergency Response

Industrial Site Remediation Act (ISRA)

Responsible Party and Publicly Funded Cleanups

Regulated Underground Storage Tanks (UST)

Brownfields Reuse and Dredging and Sediment Technology

DIVISION: Brownfield Remediation and Reuse

GENERAL PHONE NUMBER: (609) 292-1251 **FAX NUMBER:** (609) 777-1914

WEB ADDRESS: www.state.nj.us/dep/srp/brownfields

PROGRAM DESCRIPTION:

Office of Brownfield Reuse - The office is charged with coordinating remediation and reuse efforts at brownfield sites and piloting innovative approaches to expedite the revitalization process.

The office administers the Brownfields Development Area (BDA) program, working as partners with communities affected by multiple brownfields to design and implement remediation and reuse plans for these properties simultaneously. The BDA program coordinates planning, resource acquisition and remediation with a focus on reuse. Individual BDAs are designated through a highly selective application process.

The office also administers several brownfield incentive programs including the Hazardous Discharge Site Remediation (HDSRF) program, the Brownfield Reimbursement Program and the federal tax incentive certifications required for expensing brownfield remediation costs.

The department works closely with other involved state agencies and offices, including the Economic Development Authority and the Department of Community Affairs, Office of Smart Growth, to remediate and revitalize communities and neighborhoods.

Office of Dredging and Sediment Technology - The Office of Dredging and Sediment Technology is responsible for evaluating and permitting of all coastal dredging projects, dredged material management facilities, port development and marine commerce. The focus of the dredged material management program in the state is the beneficial use of the material in a manner that is protective of human health and the environment.

MONETARY ASSISTANCE PROVIDED:

Financial assistance is provided through the Hazardous Discharge Site Remediation Fund. For further details, go to www.state.nj.us/dep/srp/finance/hdsrf/.

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

BDA Application: www.state.nj.us/dep/srp/brownfields/bda/announce.htm

Brownfield Resource Kit www.nj.gov/dca/osg/docs/brownfieldsresourcekit.pdf

Case Management

PROGRAM: Responsible Party Remediation

PHONE NUMBER: (609) 633-1455

FAX NUMBER: (609)-633-1439

WEB ADDRESS: www.nj.gov/dep/srp

PROGRAM DESCRIPTION:

The Bureau of Case Management oversees private responsible parties and other government agencies during the investigation and cleanup of hazardous waste sites in the state with soil and ground water contamination. These sites include industrial sites, Abbott School sites, military bases and other federal facilities, where hazardous substances have been discharged. The bureau uses Administrative Consent Orders (ACOs), voluntary Memorandums of Agreement (MOAs) and other oversight documents with responsible parties to ensure proper investigation and cleanup at these complex, high priority sites, which include National Priority List/Federal Superfund and Resource Conservation and Recovery Act (RCRA) sites. The program requires that responsible parties conduct remediation in accordance with the Technical Requirements for Site Remediation, N.J.A.C. 7:26E and provide information to local township officials including health officers about ongoing remedial work in their respective municipality.

MONETARY ASSISTANCE PROVIDED:

Funds to conduct remedial work at these enforcement sites are provided by private parties or other government agencies conducting the remedial work. These entities also pay oversight costs to Site Remediation program for the review and approval of required remedial work.

PERMITTING RESPONSIBILITIES:

The program requires responsible parties to follow appropriate departmental permitting requirements where needed.

PUBLICATIONS AVAILABLE:

The program's Known Contaminated Sites List in New Jersey is available at the web site address listed above. The report provides information about contaminated sites throughout the state.

Child Care/Education Facilities

DIVISION: Enforcement and Assignment

GENERAL PHONE NUMBER: (609) 633-1480 **FAX NUMBER:** (609) 633-1439

WEB ADDRESS: www.nj.gov/dep/srp

PROGRAM DESCRIPTION:

The Child Care/Educational Facilities Unit is responsible for reviewing Preliminary Assessment reports and issuing No Further Action (NFA) letters to Child Care Facilities pursuant the emergency amendments January, 2007 to N.J.A.C. 10:122 (Manual of Requirements for Child Care Centers). The unit is also responsible for reviewing Preliminary Assessment reports and issuing NFA letters to schools pursuant to the Madden Bill (Senate Bill 2261). Also included in the review is potability of the facility drinking water by the Bureau of Safe Drinking Water. The indoor air quality is evaluated by the Department of Health and Senior Services, Indoor Environments Program.

Issuance of Remedial Action Workplan Approvals and/or NFA letters by the department will assist local construction officials when issuing construction permits for facilities classified as Universal Classification Codes (UCC) Groups F, or H, or S, or B, or M, if the property is on a list of contaminated sites, or there is suspected contamination of the property.

Issuance of NFA letters by the department will assist local construction officials when issuing Certificates of Occupancy for those same UCC classifications listed above.

MONETARY ASSISTANCE PROVIDED:

P.L. 2007, Chapter 135 (Assembly No. 4285), approved August 6th, 2007, allows for grants from the Hazardous Discharge Site Remediation Fund (P.L. 1993, c. 139) to be provided to the owner/operator of a child care center for the costs of conducting an environmental assessment of up to \$1,500.00.

PERMITTING RESPONSIBILITIES:

Issuance of Remedial Action Workplan Approvals and/or NFA letters by the department will assist local construction officials when issuing construction permits for facilities classified as UCC (Groups F, or H, or S, or B, or M), if the property is on a list of contaminated sites, or there is suspected contamination of the property. Issuance of NFA letters by the department will assist local construction officials when issuing Certificates of Occupancy for those same UCC classifications listed above.

PUBLICATIONS AVAILABLE:

NOTE: Multiple State Agencies are involved with implementing this new program:

Department of Community Affairs:

www.nj.gov/dca/codes/misc/childcare_providers_emergency_rule/child_care_providers_secondary_page.htm

Department of Children and Families:

www.nj.gov/dcf/divisions/licensing/centers.html

Department of Health and Senior Services:

www.state.nj.us/health/iep/ccc_ieha.shtml

Department of Environmental Protection:

www.nj.gov/dep/srp/

Cleanup Star - Brownfields Reuse

DIVISION: Brownfield Remediation and Reuse

GENERAL PHONE NUMBER: (609) 292-1251 **FAX NUMBER:** (609) 777-1914

WEB ADDRESS: www.state.nj.us/dep/srp/brownfields

PROGRAM DESCRIPTION:

The department pre-qualifies environmental consultants meeting rigorous education, experience and professional requirements as "Cleanup Stars." These "Cleanup Stars" are permitted to investigate and remediate certain low-priority sites and areas of concern with limited departmental oversight. The department will strictly audit Cleanup Stars' work to ensure regulatory compliance and protection of public health and the environment.

By establishing and strictly enforcing the requirements of the Cleanup Star Program, the department will ensure that the investigation and remediation of Cleanup Star sites is completed in full compliance with the Technical Requirements for Site Remediation and other appropriate standards. In addition, a certain portion of all cases coming through the program will be audited to ensure the integrity of all Cleanup Stars' work product.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

Cleanup Star Guidance: www.state.nj.us/dep/srp/cleanupstar/cstar_guidance.htm

Cleanup Star Directory www.state.nj.us/dep/srp/cleanupstar/cstar_dir.htm

Communications and Response Services

DIVISION: Emergency Management

GENERAL PHONE NUMBER: (609) 588-2848 **FAX NUMBER:** (609) 584-4551

NJDEP Hotline: 1-877-WARN-DEP (1-877-927-6337)

WEB ADDRESS: www.nj.gov/dep/srp/about/bcss.htm

PROGRAM DESCRIPTION:

The bureau provides a departmental focal point for the reporting, documenting and timely referral to all official environmental notifications (inquiries, complaints and emergency incidents). To effectively enhance accountable response and avoidance of duplicating public services, this is completed via telephone/radio network at a 24 hour a day centralized Communications Center, located at 1400 Negron Drive Hamilton Square, New Jersey 08691.

Services include the Departmental 24 hour Hotline/Phone 1-877-WARN-DEP (1-877-927-6337) and Statewide Radio Network Services and Documentation and Referral of Environmental Incidents (case number assignments). An additional service provided is the Criminal Justice Information System (CJIS) License, Registration, Wants and Warrants (Lookups) from NJDEP police operations.

The bureau focuses on protecting the public and the environment by being the legally mandated focal point for all industry and citizen complaint notifications regarding environmental abuse including but not limited to discharges of hazardous materials/substances of both an emergent and non-emergent nature, within state boundaries 24 hours a day. The bureau expeditiously channels data and communications to and from various environmental organizations within the department, the New Jersey State Police, and municipal agencies. Furthermore, the bureau assists the public by first providing a mechanism in which complaints, notifications and emergencies can be logged and recorded, and then by providing necessary and immediate referrals. In addition the bureau provides verbal and/or written notifications to appropriate municipal, local health and CEHA agencies as required to comply with the Hazardous Substance Discharge Reports and Notices Act (A-310) and responds to emergency situations via phone and radio communications.

The bureau also represents the Office of Site Safety and Health, which provides eight hour refresher training, oversight and review of Site Safety Plans for the department. The Environmental Equipment Services Center supports the department with personal protective equipment and supplies for emergencies and routine site inspections. The center also stockpiles PPE for Avian Influenza for the state.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

www.nj.gov/dep/srp/about/bcss.htm

Community Relations

DIVISION: Communications and Systems Application

GENERAL PHONE NUMBER: (609) 984-3081 **FAX NUMBER:** (609) 292-4401

WEB ADDRESS: www.nj.gov/dep/srp/community

PROGRAM DESCRIPTION:

The office provides effective two-way outreach and communication with the public including federal, state and local officials, concerned residents and the media relative to contaminated sites and related remediation issues. The office receives calls from local officials, municipal staff and citizens to get information on contaminated sites in their neighborhoods.

General Questions Line - The office staff is assigned to specific cases within the program to provide a direct line of communication to get information about a site or discuss concerns regarding the remediation process. The list of assigned sites is available at www.nj.gov/dep/srp/community/sites. If a site of interest is not on the list, please call OCR for further assistance

Outreach and Education Programs - Among the programs the office offers to municipalities, *The Homeowner Tank Workshop* provides an overview of the department's remediation requirements for the cleanup of heating oil discharges from residential underground storage tanks. The presentation also includes information about the Petroleum Underground Storage Tank Remediation, Upgrade & Closure Fund (UST Fund), a grant and loan program available to both homeowners and commercial property owners for funding remediation of contamination caused by leaking underground storage tanks. The program also covers the recent legislative changes that have added a non-leaking tank component to the UST Fund, which awards grants for the proactive removal and replacement of homeowner heating oil tanks.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

Why Yank That Tank? The Remediation Process: Responsible Party Cases This document is available upon request or online at:
www.nj.gov/dep/srp/community/basics/srbasics_rp.htm

The Remediation of Publicly Funded Cases (Superfund and Non-Superfund). This document is available upon request or online at:
www.nj.gov/dep/srp/community/basics/srbasics_pf.htm

Encouraging Public Notification in Site Remediation. This document is available upon request or online at: www.nj.gov/dep/srp/community/guidance/pnsrguide.htm
The Top 10: Site Remediation Program Websites

The *Childcare Licensing* web site offers a number of useful links about new environmental responsibilities for those wishing to open or renew a license to operate a childcare center in the state. The document is available upon request or online at:
www.nj.gov/dccrequest

The *Community Relations Site Listing* provides a summary of cases where community relations coordinators are directly involved in cases. These are primarily Superfund or state-led (publicly funded) remediations, but may also include cases where OCR staff has become involved at the request of the municipality or for reasons of special concern. The list, by county and municipality, can be found online at:
www.nj.gov/dep/srp/community/sites/. Highly active sites may also have descriptions on the general office web site at www.nj.gov/dep/srp/community

Contract and Fund Management - Environmental Claims

DIVISION: Contracting and Financial Services

GENERAL PHONE NUMBER: (609) 777-0101 **FAX NUMBER:** (609) 292-4401

WEB ADDRESS: www.nj.gov/dep/srp/finance/

PROGRAM DESCRIPTION:

The Environmental Claims Administration (ECA) administers two financial assistance programs that are available to businesses, individuals and government entities of the state. The Spill Compensation Fund (Spill Fund) N.J.A.C. 7:1J, pays for environmental damages to innocent victims resulting from the discharge of petroleum products and other hazardous substances. The Sanitary Landfill Facility Contingency and Closure Fund (Sanitary Landfill Fund) N.J.A.C. 7:1I, pays compensation for damages resulting from the improper operation or improper closure of any governmentally approved landfill facility. Typical damages for both funds include the cost to restore, repair or replace real estate or personal property, including the fair market value of such property and natural resources; mainly contaminated drinking water supply sources. Both funds evaluate damages through a claim application and review process. A mandatory one-year filing requirement applies to both Funds and responsible parties are not eligible for payment from either Fund. Local government entities, such as Haz Mat or fire departments, may also be eligible for priority review of its Spill Fund claims pursuant to the Emergency Response provisions of the Spill Act, N.J.S.A. 58:10-23.11kl and N.J.A.C. 7:1J-5. Additional information may be obtained by calling the bureau. Appropriate Damage Claim forms may be downloaded from the ECA web site at: www.nj.gov/dep/srp/finance/.

MONETARY ASSISTANCE PROVIDED:

Monetary assistance is provided to eligible claimants in the form of compensation (grants) based on the evidence provided to support the damages. Speculative or contingent damages are not eligible for compensation. Typically, if a claim is determined to be valid, the amount eligible for payment is based on a comparison of three proposals to remedy the damages or a technical review of the scope of work for approved remediation. All cleanup work claimed as damages must comply with Technical Requirements for Site Remediation, N.J.A.C. 7:26E, to be considered for compensation from the funds. In all cases, other sources of compensation must be exhausted before the funds can pay for damages.

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

None

Contract and Fund Management Petroleum Underground Storage Tank Remediation, Upgrade and Closure

DIVISION: Contracting and Financial Services

GENERAL PHONE NUMBER: (609) 777-0101 **FAX NUMBER:** (609) 292-4401

WEB ADDRESS: www.nj.gov/dep/srp/finance/ustfund

PROGRAM DESCRIPTION:

The Petroleum Underground Storage Tank Remediation, Upgrade and Closure Fund (UST Fund) is a grant and loan program available to private individuals, public entities, duly incorporated volunteer fire, ambulance, first aid, emergency, or rescue squads, homeowners, corporations, non-profit organizations, independent institutions of higher education, and others, to fund remediation caused by leaking underground storage tanks. There are specific financial eligibility requirements that determine the type of financial assistance, (either grant, loan or a combination of both), for which each type of applicant may be eligible. Public entities, including local municipalities, are eligible for zero interest loans only. Additional information may be obtained by calling the bureau. UST Fund applications, as well as additional program information, can be found at www.nj.gov/srp/finance/ustfund.

MONETARY ASSISTANCE PROVIDED:

For most categories of applicants, financial assistance is in the form of grants, low-interest loans, or combination grants and loans. For public entities, however, only zero interest loans are available. Additional program information can be found at www.nj.gov/srp/finance/ustfund.

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

None

Emergency Response

DIVISION: Emergency Management

GENERAL PHONE NUMBER: (609) 633-2168 **FAX NUMBER:** (609) 777-0985

NJDEP Hotline: 1 877 WARN DEP (1-877-927-6337)

WEB ADDRESS: www.nj.gov/dep/srp/emergency/

PROGRAM DESCRIPTION:

The department has the responsibility of responding to emergencies involving oil and hazardous materials, to ensure that discharges of these materials do not threaten the health of the public and environment. In response to this mandate, the department maintains the Bureau of Emergency Response (BER). The bureau, headquartered in Trenton, supports two field offices strategically located in Robbinsville, Mercer County and Cedar Knolls in Morris County. These locations allow for rapid response on a 24-hour basis, 7 days a week. Additionally, the bureau is an integral part of the state response to any terrorist events involving chemical, biological, radiological, nuclear or explosive weapons (CBRNE).

At the site of an incident, the emergency responder's mission is to assess the probable impact on public health and the environment, and advise local officials on the appropriate course of remediation while ensuring that Technical Requirements for Site Remediation are met. In those cases where the responsible party is unknown, or cannot or will not assume responsibility for the discharge, emergency responders may access the New Jersey Spill Compensation Fund to ensure that corrective actions are not delayed.

MONETARY ASSISTANCE PROVIDED:

The bureau can engage emergency contracts to clean up spills of hazardous materials when a responsible party is unable to do the clean up. All spills of hazardous materials must be reported to the DEP Hotline at 1-877-WARNDEP

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

www.nj.gov/dep/srp/emergency/

Fiscal Support Services - Direct Billing Unit

DIVISION: Contracting and Financial Services

GENERAL PHONE NUMBER: 609-633-0701 **FAX NUMBER:** 609-633-1439

WEB ADDRESS: www.nj.gov/dep/srp/guidance/directbilling
www.state.nj.us/dep/srp/regs/oversight/oversight_09.pdf

PROGRAM DESCRIPTION:

In the Site Remediation Program, responsible parties (including homeowners and developers) are billed for oversight costs incurred from departmental review of documents, plans, schedules, etc., submitted during the investigation and/or remediation of contaminated sites.

The Direct Billing Unit insures that responsible parties are billed appropriately for their oversight costs. This unit is available to answer general billing questions regarding invoices issued by the Site Remediation Program to responsible parties.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

No publications available at this time. Please check the unit's website for a Frequently Asked Questions (FAQs) section.

Hazardous Discharge Site Remediation Fund

DIVISION: Brownfield Remediation and Reuse

GENERAL PHONE NUMBER: (609) 292-1251 **FAX NUMBER:** (609) 777-1914

WEB ADDRESS: www.state.nj.us/dep/srp/brownfields

PROGRAM DESCRIPTION:

The Hazardous Discharge Site Remediation Fund (HDSRF), administered jointly by the department and the Economic Development Authority, is a grant and loan program available to public entities for the investigation and cleanup of a suspected or known discharge of a hazardous substance.

The HDSRF is a valuable resource for municipalities and counties to investigate and remediate properties identified as areas in need of redevelopment and to facilitate reuse of brownfield properties. There are many different types of grants and loans available to public entities as part of the remediation process.

MONETARY ASSISTANCE PROVIDED:

Monetary assistance in the form of grants and loans up to \$5 million are available to municipalities, counties and redevelopment authorities from the HDSRF. For details, go to www.state.nj.us/dep/srp/finance/hdsrf/

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

HDSRF Application www.state.nj.us/dep/srp/finance/hdsrf/

Industrial Site Recovery Act (ISRA)

DIVISION: Responsible Party Remediation

GENERAL PHONE NUMBER: (609) 777-0899 **FAX NUMBER:** (609) 777-4285

WEB ADDRESS: www.nj.gov/dep/srp/isra/

PROGRAM DESCRIPTION:

The Bureau of Industrial Remediation is responsible for overseeing the investigation and remediation of discharges at industrial establishments which are regulated pursuant to the Industrial Site Recovery Act (N.J.S.A. 13:1K).

To respond to these challenges, it is the mission of this bureau to provide consistent, cost-effective and efficient levels of oversight, resulting in remedial decisions protective of human health and the environment, utilizing the state's appropriate site remediation rules and regulations.

MONETARY ASSISTANCE PROVIDED:

www.nj.gov/dep/srp/finance/hdsrf/
www.nj.gov/dep/srp/finance/

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

www.nj.gov/dep/srp/isra/
www.nj.gov/dep/srp/publications/
www.nj.gov/dep/srp/regs/guidance.htm
www.nj.gov/dep/srp/regs/

Information Services and Program Support

DIVISION: Communications and Systems Application

GENERAL PHONE NUMBER: (609) 292-9418 **FAX NUMBER:** (609) 292-4401

WEB ADDRESS: www.nj.gov/dep/srp

PROGRAM DESCRIPTION:

The bureau is responsible for all hardcopy and electronic data produced by or submitted to the Site Remediation Program. It is comprised of several sections serving internal and external clients.

The Information Services section designs and implements information systems supporting data collection, entry, management, and analysis. It oversees electronic data submission activities required to comply with the program. It provides public access to electronic records through Data Miner reporting portal. The Information Services section is also responsible for GIS data production, ensuring compliance with standards, and dissemination.

The Program Support Section is responsible for maintaining the Site Remediation Program's web site and ensuring timely posting and availability of public information. Additional responsibilities include graphics support and procurement of information technology products and services.

The Office of Record Access exists within the bureau. It is responsible for the archiving and production of government records in accordance with the Federal Freedom of Information Act and state Open and Public Records Act (OPRA).

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

The bureau is responsible for ensuring availability of all electronic publications, and resources available through the Site Remediation web site, and all dynamic reporting through the Data Miner Portal.

Site Remediation Program Website
www.nj.gov/dep/srp

Known Contaminated Sites in NJ

www.nj.gov/dep/srp/kcs-nj

Data Miner Reporting Portal

www.nj.gov/dep/opra/online.html

datamine2.state.nj.us/dep/DEP_OPRA/index2.html#sr

Data Miner Reports for Local Government

datamine2.state.nj.us/dep/DEP_OPRA/Muni.html

datamine2.state.nj.us/DEP_OPRA/OpraMain/categories?category=Local%20Construction%20Codes%20Officials

Geographic Information Systems Guidance and Data

www.nj.gov/dep/gis/

www.nj.gov/dep/gis/stateshp.html#KCSL

Classification Exception Area (CEA) Compliance Guidance

www.nj.gov/dep/srp/guidance/ceacompliance/index.html

Electronic Data Submission (EDS HAZSITE) Guidance

www.nj.gov/dep/srp/hazsite/

Northern Field Operations

DIVISION: Brownfield Remediation and Reuse

GENERAL PHONE NUMBER: (973) 631-6401 **FAX NUMBER:** (973) 656-4440

WEB ADDRESS: www.nj.gov/dep/srp/volclean/

PROGRAM DESCRIPTION:

The Bureau of Northern Field Operations (BNFO) staff is primarily responsible for overseeing the investigation and remediation of contaminated sites resulting from discharges related to the universe of non-regulated underground storage tank (UST) systems, including homeowner heating oil USTs and other cases.

The bureau manages cases in the following counties; Bergen, Essex, Hudson, Hunterdon, Morris, Passaic, Somerset, Sussex, Union and Warren. A large portion of this bureau's workload is the remedial oversight of home heating oil tanks for residential dwellings.

MONETARY ASSISTANCE PROVIDED:

www.nj.gov/dep/srp/finance/hdsrf/
www.nj.gov/dep/srp/finance/

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

www.nj.gov/dep/srp/volclean/
www.nj.gov/dep/srp/publications/
www.nj.gov/dep/srp/regs/guidance.htm
www.nj.gov/dep/srp/regs/

Publicly Funded Cleanup

DIVISION: Publicly Funded Remediation

GENERAL PHONE NUMBER: (609) 984-3074 **FAX NUMBER:** (609) 984-6514

WEB ADDRESS: www.nj.gov/dep/srp

PROGRAM DESCRIPTION:

The Publicly Funded Cleanup Element uses public funds to conduct the investigation and cleanup of contaminated sites in the state with soil and ground water contamination. These sites include service stations with leaking underground storage tanks, landfills, chemical plants and other companies that use hazardous substances. The Publicly Funded Cleanup Element investigates and cleans up priority sites--the worst first--when no responsible party is available. This action by the state includes responding to immediate environmental concern sites where drinking water is contaminated or indoor vapor hazards exist. Since the late 1970s, more than \$2 billion in state and federal funds have been used to clean up contaminated sites when no viable company could be found to complete the work as part of the joint state/federal Superfund and state publicly funded cleanup programs. The Site Remediation program provides information to local municipal officials including health officers about ongoing remedial work in their respective municipality.

MONETARY ASSISTANCE PROVIDED:

For some projects, the Site Remediation Program works with towns through a third-party contracting mechanism to provide state funds to install public water lines and treatment systems on public water supply wells when ground water contamination affects local drinking water supplies. The funds come from Corporate Business Tax revenue constitutionally dedicated to this effort each year.

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

The Publicly Funded Cleanups Site Status Report and Known Contaminated Sites List in New Jersey are available at the web site address listed above. These reports provide various types of information about contaminated sites throughout the state.

Record Access

DIVISION: Communications and Systems Application

GENERAL PHONE NUMBER: (609) 292-9418 **FAX NUMBER:** (609) 292-3107

WEB ADDRESS: Site Remediation Program www.nj.gov/dep/srp
OPRA – Record Request Submission www.nj.gov/dep/opra/

PROGRAM DESCRIPTION:

The Office of Record Access (ORA) exists within the Bureau of Information Services & Program Support and provides efficient access to the Site Remediation Program's government records. The office performs effective processes to identify and collect all records to satisfy a public, state, federal or internal government record request.

The office has established programs for meeting the informational needs of the public in matters related to the Open Public Records Act & Freedom of Information Act; as well as, the informational needs of the department in matters related to the assessment of natural resource damages and litigation concerns.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

Access to the Site Remediation Program's government records can be achieved by either submitting an Open Public Records Act record request through the online service at www.nj.gov/dep/opra/ or visiting the department's Data Miner Portal at www.nj.gov/dep/opra/online.html.

Risk Management Initial Notice and Case Assignment, Enforcement and Investigations

DIVISION: Enforcement and Assignment

GENERAL PHONE NUMBER: (609) 292-2943 **FAX NUMBER:** (609) 777-0985

WEB ADDRESS: www.state.nj.us/dep/srp

PROGRAM DESCRIPTION:

Case Assignment processes all applications for a Memorandum of Agreement submitted under the voluntary cleanup program. The bureau also mails correspondence to property owners after a discharge has been reported to the hot line that was determined not to be an emergency situation by the department's voluntary cleanup program.

UST-Initial Notice processes all permits to close or up grade regulated underground storage tanks. The group also reviews reports submitted after a regulated under ground storage tank has been closed to determine if a no further action approval can be issued or if further remediation is required.

ISRA-Initial Notice reviews all reports for properties subject to the state's Industrial Site Recovery Act to determine if a no further action approval can be issued or if further remediation is required.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

The Initial Notice section reviews permits to up grade or close regulated underground storage tanks. Note: New tank installations are exempt from departmental permitting if the entire tank system (tank and piping) will be protected from corrosion, spill and overfills and is secondarily contained and interstitially monitored.

PUBLICATIONS AVAILABLE:

See the Site Remediation web site at www.state.nj.us/dep/srp for all publications and guidance documents produced by the program.

Southern Field Operations

DIVISION: Brownfield Remediation and Reuse

GENERAL PHONE NUMBER: (609) 584-4150 **FAX NUMBER:** (609) 584-4170

WEB ADDRESS: www.nj.gov/dep/srp/volclean/

PROGRAM DESCRIPTION:

The Bureau of Southern Field Operations (BSFO) staff is primarily responsible for overseeing the investigation and remediation of contaminated sites resulting from discharges related to the universe of non-regulated underground storage tank (UST) systems, including homeowner heating oil USTs and other cases.

The bureau manages cases in the following counties; Mercer, Middlesex, Monmouth, Burlington, Ocean, Camden, Atlantic Gloucester, Salem, Cumberland, and Cape May.

MONETARY ASSISTANCE PROVIDED

www.nj.gov/dep/srp/finance/hdsrf/

www.nj.gov/dep/srp/finance/

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

www.nj.gov/dep/srp/volclean/

www.nj.gov/dep/srp/publications/

www.nj.gov/dep/srp/regs/guidance.htm

www.nj.gov/dep/srp/regs/

Underground Storage Tanks (UST)

PROGRAM: Remedial Management & Operations

WEB ADDRESS: www.nj.gov/dep/srp/bust/

PHONE NUMBERS:

Risk Management, Initial Notice & Case Assignment (BRMINCA)	(609) 633-0709
Registration and Billing Unit and Accountability	(609) 633-1464
Examination and Licensing Unit	(609) 777-1007
UST Inspection Unit	(609) 633-0737
Underground Storage Tanks (BUST)	(609) 292-8761

PROGRAM DESCRIPTION:

The BRMINCA staff is responsible for the review of applications that are submitted for regulated underground storage tanks that are to be removed, abandoned in place, or upgraded. Applications submitted to this section are reviewed for administrative and technical completeness. If the application is complete, an approval is issued to allow the owner/operator to remove or abandon in place the UST, or a permit is issued to allow the owner/operator to install a new or substantially modify (e.g. upgrade) an existing regulated underground storage tank. All permits and approvals must be obtained from the department before work is initiated at the site.

The BRMINCA staff is also responsible for the initial review of Site Investigation Reports that are generated as a result of the closure of a regulated underground storage tank. The owner/operator must submit a Site Investigation report (SIR), along with the appropriate fee. The purpose of the SIR is to document that a regulated tank was properly removed or abandoned in place and that sampling was conducted in accordance with the Technical Rules for Site Remediation, and the site is clean with no discharge. If the SIR is administratively complete and in compliance with the Technical Rules for Site Remediation and there is no evidence of contamination or contaminant levels are below the cleanup criteria for the site, a No Further Action letter (NFA) will be issued to the owner/operator.

If the regulated tank is removed and there are signs of contamination, such as holes in the tank, contaminated soils, etc., the owner/operator must call the department's 24-Hour Hotline and remediate the contamination and submit a Remedial Investigation Report (RIR) to the BRMINCA for review. If the RIR is administratively complete and in compliance with the Technical Rules for Site Remediation and the contamination levels are below the cleanup criteria for the site, a NFA letter will be issued to the owner/operator.

If the sampling data indicates ground water contamination or additional soil contamination, the case is transferred to the Bureau of Underground Storage Tanks for oversight of remediation. BUST is responsible for overseeing the investigation and remediation of discharges resulting from UST systems regulated pursuant to the Underground Storage of

Hazardous Substances Act (N.J.S.A. 58:10A-24). To accomplish this task, the mission of this bureau is to provide technical and administrative oversight of UST - remedial activities resulting in consistent, cost-effective and remedial decisions which are protective of human health and the environment through the use of the state's site remediation laws, regulations and policies. Educating, informing and assisting the regulated and consulting community in completing sound technical investigations and remedial actions are critical to accomplishing this mission.

The UST Inspection Unit performs the inspections of operational and non-operational regulated USTs. This unit is responsible for conducting compliance inspections at each regulated UST facility once every three years.

The Office of Accountability is responsible for tracking violations, analyzing compliance trends, and initiating enforcement actions in support of existing enforcement strategies. This includes issuing enforcement actions on UST cases where the department determines that the responsible party is out of compliance with applicable regulations.

The Examinations & Licensing Unit is responsible for the review and administration of the UST contractor certification applications.

Registration and Billing Unit (R&B) is responsible for the review of initial UST registration questionnaires and facility questionnaires.

MONETARY ASSISTANCE PROVIDED:

www.nj.gov/dep/srp/finance/ustfund/

PERMITTING RESPONSIBILITIES:

See Program Description above

PUBLICATIONS AVAILABLE:

www.nj.gov/dep/srp/regs/guidance.htm#ust
www.nj.gov/dep/srp/publications/
www.nj.gov/dep/srp/regs/guidance.htm
www.nj.gov/dep/srp/regs/

POLICY, PLANNING AND SCIENCE



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Director

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Science Research and Technology
Coastal Planning and Coordination
Environmental Justice
Policy Team

Coastal Management

DIVISION: Policy, Planning and Science

GENERAL PHONE NUMBER: (609) 633-2201 **FAX NUMBER:** (609) 292- 4608

WEB ADDRESS: www.nj.gov/dep/cmp/

PROGRAM DESCRIPTION:

The program is comprised of a network of offices within the department that serve distinct functions yet share responsibilities that influence the state's coast. The primary offices responsible for implementing the state's Coastal Management Program are the Coastal Management Office, the Division of Land Use Management and the Bureau of Land Use Compliance and Enforcement.

Through this networked program, the department manages the state's diverse coastal area that includes lands along the tidal rivers in the northeastern counties of the state, 127 miles of Atlantic coast, back-bay areas and the bayshore, and tidal rivers and tributaries along the Delaware.

The office administers the federal Coastal Management Grant and conducts the planning and program enhancement tasks of the Coastal Management Program. In addition, the office coordinates the state's participation in the federal Coastal and Estuarine Land Conservation Program. Office staff develops and implements long range planning projects involving coastal resource issues, and coordinate their efforts with complementary programs having similar interests and initiatives in the coastal area.

The office does not have specific local government assistance programs, however, many of the projects and initiatives implemented by staff are designed to benefit counties and municipalities. Recent projects and initiatives include the development of a Public Access Guide, a primer on the Public Trust, a boat shrink wrap recycling program, the Clean Marina Program, and workshops on specific topics such as coastal hazards, relevant regulations and enforcement issues, wetlands protection, and beach, dune, and shoreline stabilization. Additionally, staff is available to provide technical assistance to municipalities, counties or non-governmental organizations engaged in coastal initiatives.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

The program includes the Division of Land Use Regulation and the Bureau of Coastal and Land Use Enforcement which have permitting and compliance authority in the coastal zone. The office does not review or issue permits.

PUBLICATIONS AVAILABLE:

"Public Access in New Jersey: The Public Trust Doctrine and Practical Steps to Enhance Public Access." Available on the web at

www.nj.gov/dep/cmp/access/public_access_handbook.pdf

New Jersey Clean Marina Program Materials available on the web at

www.njcleanmarina.org/progdocs.htm

Additional links to coastal information such as wetland maps, historical surveys and aerial photography, beach profile data, water quality and other coastal data can be found on line at www.nj.gov/dep/cmp/czm_data.html

Environmental Justice

DIVISION: Policy, Planning and Science

GENERAL PHONE NUMBER: (609) 633-0715 **FAX NUMBER:** (609) 292-3268

WEB ADDRESS: www.state.nj.us/dep/ej

PROGRAM DESCRIPTION:

The department launched the Environmental Justice Program to ensure fair treatment for people of all races, cultures, and incomes, in the development, implementation and enforcement of environmental laws, regulations and policies. The program aims to empower citizens who are often outside of the decision-making process of government, and strives to address environmental concerns to improve the quality of life in the state's urban and older suburban communities.

The program administers the Environmental Justice Advisory Council and Environmental Justice Taskforce and aids in the development and/or implementation of department policy, regulations, and procedures to increase opportunities for meaningful public participation and to address potential environmental justice concerns. In addition, the program informs community members of opportunities for public participation, as well as acting as a community liaison to amplify community concerns within the department. Furthermore, the program conducts outreach and educational efforts to municipalities and community-based organizations, streamlines access to information to effectuate meaningful involvement in state level environmental decision-making, and fosters partnerships to increase involvement in environmental decision-making at all levels of government.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

None

New Jersey Clean Marina

DIVISION: Coastal Management Office/ Division of Policy Planning and Science

GENERAL PHONE NUMBER: (609) 633-2201 **FAX NUMBER:** (609) 292-4608

WEB ADDRESS: www.njcleanmarina.org

PROGRAM DESCRIPTION:

The office administers and implements the New Jersey Clean Marina Program. This program encourages marina owners, yacht clubs, boatyards and boaters to voluntarily adopt practices that help prevent adverse impacts to water quality, sensitive habitats, and living resources in proximity to marinas.

Swimming, boating, and fishing are important uses of the state's coastal waters. Recreational boating, one of the top 20 outdoor recreational activities, is becoming even more popular each year. The program helps prevent harmful environmental practices through education and outreach to boaters and marina owners. It provides assistance and guidance to enable marinas and other recreational boating facilities to reduce the sources and impacts of non-point source pollution. Examples include sewage facility management, fueling operations, fish and solid waste management and boat cleaning.

MONETARY ASSISTANCE PROVIDED:

The program does not provide any monetary assistance to marinas participating in the program. However, other incentives exist such as free signage regarding best management practices, educational fliers and tip sheets for boaters, certificates of achievement, and burgees for display at certified marinas.

Other sources of funding available for marinas exist including the I BOAT NJ Grant Program, the Boating Infrastructure Grant, and the Clean Vessel Act grant program.

PERMITTING RESPONSIBILITIES:

None, however, marinas certified as NJ Clean Marinas must be in full compliance with all applicable regulations.

PUBLICATIONS AVAILABLE:

All New Jersey Clean Marina Program Materials are available on the web at www.njcleanmarina.org/progdocs.htm

Planning and Sustainable Communities

DIVISION: Office of Policy, Planning and Science

GENERAL PHONE NUMBER: (609) 292-1997 **FAX NUMBER:** (609) 292-3268

WEB ADDRESS: www.nj.gov/dep/opsc

PROGRAM DESCRIPTION:

The program coordinates the sustainable growth and capacity-based planning policies of the department and proactively works with sister state agencies, such as the Department of Community Affairs' (DCA) Office of Smart Growth, regional entities and local jurisdictions to incorporate these policies into all levels of planning.

The program provides information on sustainability in general and what actions a community can take to become sustainable. Program staff are available to give presentations on planning process in general and specifically on capacity-based planning and sustainable communities.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

We are not involved in permitting. However, we do work with DCA's Office of Smart Growth to provide the environmental review of applications for Plan Endorsement.

PUBLICATIONS AVAILABLE:

How to Become an Environmentally Sustainable Community – A Primer Document
Guide to Sustainable Grants and Loans that Support Sustainability
Green Purchasing: A Guide for Local Governments and Communities
How to Conduct an Energy Audit
Community Profiles of Sustainability for:

- *Belmar*
- *Highland Park*
- *Lawrence*
- *Montclair*
- *Middlesex County*

Science, Research and Technology

DIVISION: Policy, Planning & Science

GENERAL PHONE NUMBER: (609) 984-6071 **FAX NUMBER:** (609) 777-2852

WEB ADDRESS: www.state.nj.us/dep/dsr

PROGRAM DESCRIPTION:

The Division of Science, Research and Technology (DSRT) is the department's primary scientific research and technical support unit. The role of this division, through its studies, evaluations and assessment efforts, is to provide the department with a sound technical foundation upon which to base the department's policy and regulatory decisions. The division consists of the Bureau of Environmental and Health Assessment, the Bureau of Natural Resources Science, the Climate Change Team, and the Environmental Trends Team.

The Bureau of Environmental and Health Assessment has the primary responsibility for cross-media functions of environmental assessment and risk analysis. The function of this group is to provide the scientific basis for developing and implementation of numerous departmental policy initiatives, many of which have an agency-wide and sometimes an inter-agency-wide scope. Scientists in this group provide the department and the state with needed technical information concerning current and emerging issues in environmental science, including a strong role in standards development and research focused emerging environmental issues in the state. Particular emphasis is on exposures to toxic substances, fate and transport of toxic substances, and assessments of the potential risks to human health and posed by these exposures. The bureau has expertise in chemistry, modeling of contaminant transport in air and water, statistics, GIS, toxicology and epidemiology.

The bureau is charged with working closely with and aiding the Natural Resource and Land Use programs of the department to apply the most up-to-date science in meeting the natural resource protection goals of the department. This bureau helps integrate natural resource considerations more fully into departmental decision-making. The bureau consists of scientists with experience and a diverse background in the ecological and environmental sciences. Examples of bureau expertise includes: aquatic biology, estuarine/marine ecology, ecotoxicology, wildlife biology, risk assessment, fish and wildlife contaminant studies, and environmental education and outreach.

MONETARY ASSISTANCE PROVIDED:

None

PERMITTING RESPONSIBILITIES:

None

PUBLICATIONS AVAILABLE:

A list of publications is available on the website,
www.state.nj.us/dep/dsr/publications/pub.htm

