



ROCKAWAY VALLEY REGIONAL SEWERAGE AUTHORITY  
RD#1, 99 Greenbank Road Boonton NJ 07005-9602  
(973) 263 1555 / Fax (973) 263 9068

**ENVIRONMENTALLY SENSITIVE AREA (ESA)  
Grant Waiver / Mapping Revision Requests**

Please be advised that the Municipal Finance Element of the NJDEP will no longer process any Grant Waiver/Mapping Revision Request. Rockaway Valley Regional Sewerage Authority (RVRSA) is now required to forward all such request to Environmental Review Section of USEPA, Region II, New York offices.

Contact at USEPA: Grace Musumeci, Chief  
Environmental Review Section  
USEPA, Region II  
290 Broadway New York NY 10007-1866  
Telephone No.: (212) 637 3759

Kindly use this checklist so that the RVRSA may expeditiously forward the application to USEPA offices once we receive your submission. Upon USEPA's receipt of a complete submission, the turn around time for Mapping Revision requests is approximately 4 to 6 weeks, and approximately 6 to 12 weeks for Grant Waiver requests.

The USEPA will not review any submission that is deemed to be incomplete. Failure to include any of the items required could result in a substantial time delay.

RVRSA will not list in its agenda for Board approval any application that is deemed to be incomplete. You must submit all of the documentation as listed herein. If any item is not applicable or not obtainable, you must then state in writing the reason why such documentation is not being submitted as part of your application

If you have any questions, or need assistance in preparing the submission, please feel free to contact our offices.

Contact person: Edward Ho, P.E., Executive Director  
E-mail: [edH@rvrsa.org](mailto:edH@rvrsa.org)

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Grantee: ROCKAWAY VALLEY REGIONAL SEWERAGE AUTHORITY  
Special Grant Condition No. 4  
Construction Grant #C340389-04-02

Applicant Name: \_\_\_\_\_

Corporation/Co.: \_\_\_\_\_

T/A: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: (\_\_\_\_\_) \_\_\_\_\_

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Block: \_\_\_\_\_ / Lot: \_\_\_\_\_

Municipality of: \_\_\_\_\_

Proposed Gallonage: \_\_\_\_\_ (GPD)

Sewer Service Area:       Inside       Outside

*If the property is determined to be outside RVRSA service area provide a written explanation why Grant Waiver/Mapping Revision request is being sought for this property.*

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### Mandatory Checklist

- A letter from the Applicant/Property Owner requesting that that grant waiver/mapping revision be approved. Identify the property in question by block and lot, and the municipality in which it is located.
- Provide two (2) sets of approving resolution with raised seals from the applicable governing body evidencing that the municipality does not object to the Applicant/Property Owner filing this request.
- A RVRSA process fee in the amount of \$600.00. Only checks (or money orders) made payable to RVRSA will be accepted.
- An ownership disclosure statement. You must use the enclosed form.
- Two (2) copies of the site plan, depicting the footprint of the proposed sewer generating structures, including delineation of on site wetlands, as well as any mitigation measures such as proposed creation or enhancement of wetlands. Site plans must be prepared, signed and sealed by a State of New Jersey professional engineer.
- Copies (2 sets each) of any required NJDEP Statewide Wetlands Permits, including any Letter of Interpretations (LOI), Water Quality Certificates and Transition Area Waivers. Must give detailed explanation why a Letter of Interpretation (LOI) was not performed on this property. You must state why any of these items are not included in the submission.
- Copies (2 sets each) of any local planning board, board of adjustment approvals or zoning changes. If none was required, then provide a letter from the municipality (Administrator, Clerk, Engineer, etc..) that local approval was not needed.
- A fact sheet, providing a summary statement including all pertinent information regarding the available infrastructure for the proposed site and/or project.

Attached please find:

- Sample municipal resolution;
- Ownership Disclosure Form; and
- Grant Waiver/Mapping Revision review criteria used by USEPA.

Submitted by:

I have read the mandatory checklist and I do understand that if any of the documentation is not provided as above requested, substantial time delays in processing may occur.

Print your name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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