

**APPLICATION FOR A COASTAL ZONE ACT**

**CONVERSION PERMIT**

**State of Delaware**

**Department of Natural Resources & Environmental Control**

**Division of Climate, Coastal, & Energy**

[Applicant’s Name]

[Project Name]

[Date of Submission]

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# Permit Application Instructions

1. Complete all parts of the application. If a section is not applicable to your project, state why; do not leave it blank. Each answer should contain enough information to stand on its own. Do not provide responses to multiple sections in a narrative form.
2. Include all attachments specifically listed in Part 13 of the application.
3. Provide references, data, and other documentation not specifically listed to support any analyses and adequately respond to the application.
4. Submit an electronic copy of the permit application to [CZA\_Program@delaware.gov](mailto:CZA_Program@delaware.gov). Provide a hard copy of any schematics larger than 11x17 inches to:

DNREC Coastal Zone Act Program

100 W. Water St., Ste. 7B

Dover, DE 19904

1. Include the application fee of $15,000 and documentation of this payment. Acceptable payment types are ACH, money orders, or checks. Make checks payable to “State of Delaware.”
2. Be advised that the application for a Delaware Coastal Zone Act Permit is a public document, which will be displayed on the internet. If this application requires you to place confidential information or data in the application to make it administratively complete, note the Delaware Freedom of Information Act, [29 Delaware Code, Chapter 100](https://delcode.delaware.gov/title29/c100/index.shtml) and [DNREC’s Freedom of Information Act Regulation](http://regulations.delaware.gov/AdminCode/title8/900.pdf) Section 6 (Requests for Confidentiality) for the proper procedure in requesting confidentiality.
3. An application will not be considered administratively complete until all required documentation has been provided and all parts of the application are complete and substantive, including a sufficient offset proposal. Early coordination with the Coastal Zone Act Program and other applicable sections within DNREC before submitting an application is encouraged.

*This application template was created by DNREC on September 1, 2019.*

# Part 1. Certification by the Applicant

Under the penalty of perjury pursuant to 11 Delaware Code §1221-1235, I hereby certify that all the information contained in this Delaware Coastal Zone Act Permit Application and in any attachments is true and complete to the best of my belief.

I hereby acknowledge that any falsification or withholding of information will be grounds for denial of a Coastal Zone Permit.

I also hereby acknowledge that all information in this application will be public information subject to the Delaware Freedom of Information Act, except for clearly identified proprietary information agreed to by the Secretary of the Department of Natural Resources & Environmental Control.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name of Applicant

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Applicant

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

# Part 2. Applicant Information and Site Identification

2.1 Identification of the applicant

Company Name:

Address:

Phone Number:

Fax:

2.2 Primary Contact: Preferred contact for your company in case DNREC needs to contact you regarding this application

Name:

Phone Number:

Email:

2.3 Authorized agent (if any): Provide written authorization from client to authorized agent

Name:

Affiliation:

Address:

Phone Number:

Fax:

2.4 Project property location (street address, parcel number(s))

2.5 Map of appropriate scale to clearly show the project site

(Attach)

2.6 Is the applicant claiming confidentiality in any section of their application?

Yes

No

If yes, refer to the instructions on page 4.

# Part 3. Property Record and Evidence of Local Zoning and Planning Approval

3.1 Project Property Record

3.1.1 Name and address of project premises owner(s) of record

3.1.2 Name and address of project premises equitable owner(s)

3.1.3 Name and address of lessee(s)

3.1.4 Is the project premises under option by permit applicant?

Yes

No

3.1.5 What is the present zoning of the land for this entire project site?

3.2 Evidence of Local Zoning and Planning Approval

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Name of County, City, or Town)

do hereby affirm that the project proposed by

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

located at

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

in the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ zoning district

is in full compliance with the zoning code as it applies to this project.

The above named applicant’s project is in compliance with the adopted comprehensive development plan for the geographic area within which the project will be located.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

*While the applicant is strongly advised to use this form, the local zoning jurisdiction may utilize a different form or document to demonstrate “evidence of local zoning approval,” provided such documents contain the same information above and are signed and dated by the proper official.*

# Part 4. Project Construction and Operations

4.1 Is this project seeking a permit for an alternative or additional heavy industry use or for a bulk product transfer facility?

Alternative heavy industry use

Additional heavy industry use

Bulk product transfer facility

* 1. Describe the step-by-step procedures or processes for site operations. Provide a flow diagram as an attachment to illustrate procedures.

4.3 Describe the characteristics of the all products utilized by the proposed project. Include in the description (using attachments, if necessary):

1. the raw materials, intermediate products, byproducts, and final products and characteristics of each
   * review any materials’ risk of carcinogenicity, toxicity, mutagenicity, and/or the potential to contribute to the formation of smog
   * provide safety data sheets (SDS) if available
2. the nature of the materials mentioned above in 4.3.(a) as to whether or not the materials require special means of storage or handling
3. the size and contents of any anticipated aboveground or underground storage tank systems that may be constructed or utilized in support of facility operations
4. the maximum production rate

4.4 If this application is for a bulk product transfer facility, provide the type and quantity of all materials and products that will be transferred from shore to ship, from ship to ship, and from ship to shore and, except for grains, the source and intended destination of the materials to be shipped.

4.5 List the machinery (new and/or existing) to be utilized by this project

4.6 Provide evidence that the applicant has, or will have, the ability to maintain and utilize all operational equipment in a consistently proper and efficient manner (for example, college transcripts, certifications, records of training courses, summary of experience of person(s) responsible for maintaining the equipment, and/or copies of contracts with companies to be responsible for maintaining and utilizing this equipment) as attachments.

4.7 List any new buildings or other facilities to be utilized

4.8 Describe daily hours of plant operations and the number of operating shifts.

4.9 How many acres of land in total are required for this proposed project?

1. Existing/currently utilized/developed land:
2. New land:

4.10 Has the property been involved with a state or federal site cleanup program, such as Superfund, Brownfields, HSCA Voluntary Cleanup Program, RCRA Corrective Action, and/or Aboveground or Underground Storage Tank Cleanup Programs? If so, please specify which program(s).

Yes

No

4.11 With regard to environmental cleanup actions, has a Uniform Environmental Covenant, Final Plan of Remedial Action, or No Further Action letter been issued by the Department? If so, are the planned construction activities consistent with the requirements or conditions stated in these documents?

Yes

No

4.12 Provide a site plan of this project as an attachment to this application with:

1. a north arrow
2. a scale of not less than one inch to 200 feet
3. identity of the person responsible for the plan, including any licenses and their numbers
4. the acreage of the applicant’s entire property and acreage of the proposed project
5. property lines of the entire property
6. lines designating the proposed project area for which this application is being filed, clearly distinguished from present facilities and operating areas (if any)
7. existing and proposed roads, railroads, parking and loading areas, piers, wharfs, and other transportation facilities
8. existing water bodies and wetlands and proposed dredge and fill areas
9. existing and proposed drainage ways, gas, electric, sewer, water, roads, and other rights-of-way

4.13 Provide a project timeline for the completion of the proposed project as an attachment to this application.

4.14 Provide information regarding other coordination with the Department, including additional permits applied for as part of the proposed project.

# Part 5. Environmental Impact of the Existing or Previous Use

5.1 Submit an Environmental Permit Application Background Statement, as required by [7 Delaware Code, Chapter 79 §7902](https://delcode.delaware.gov/title7/c079/sc01/index.shtml), as an attachment to this application.

5.2 Submit information pertaining to the most recent existing or previous use, including:

1. owner/operator name
2. type of activity
3. years of operation

5.3 Describe environmental impacts of the existing or previous use for each of the following factors:

5.3.1 Air Pollution

5.3.2 Waste Generation

5.3.3 Impacts to Wetlands

5.3.4 Impacts to Flora and Fauna and Their Habitat(s)

5.3.5 Impacts to Site Drainage, Land Erosion, and Flood Control

5.3.6 Impact on Water Quality and Quantity

5.3.7 Water Needs

5.3.8 Impacts from Glare, Heat, Noise, Vibration, Radiation, Electromagnetic Interference, and Obnoxious Odors

# Part 6. Environmental Impact of Proposed Use

Describe environmental impacts of the proposed project for each of the following factors:

## 6.1 Air Pollution

6.1.1 Complete the chart below and describe project emissions (new, as well as any increase or decrease over current emissions) by type and amount under maximum operating conditions.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Pollutant** | **Existing Emissions** | | **Net Increase/Decrease** | | **New Total Emissions** | | **Percent Change**  **(compare tons/year)** |
| *Lbs/day* | *Tons/year* | *Lbs/day* | *Tons/year* | *Lbs/day* | *Tons/year* |
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6.1.2 Describe how the above emissions change in the event of a mechanical malfunction or human error.

6.1.3 Describe any pollution control measures to be utilized to control emissions to the levels cited above in 6.1.1.

## 6.2 Waste Generation

6.2.1 Will this project result in the generation of any solid waste?

Yes

No

If yes, describe each solid waste type and volume (including biowastes) generated by this project and the means used to transport, store, and dispose of the waste(s).

6.2.2 Will there be any onsite recycling, reuse, or reclamation of solid wastes generated by this project?

Yes

No

If yes, describe.

6.2.3 Will any waste material generated by this project be destroyed onsite?

Yes

No

If yes, describe how.

6.2.4 Will the proposed project result in the generation of any hazardous waste as defined by the [“Delaware Regulations Governing Hazardous Waste”](http://regulations.delaware.gov/AdminCode/title7/1000/1300/1302/index.shtml)?

Yes

No

If yes, identify each hazardous waste, its volume, and how it is generated.

6.2.5 Describe the transport of any hazardous waste and list the permitted hazardous waste haulers that will be utilized.

6.2.6 Will the proposed project cause the applicant to store, treat, and/or dispose of hazardous waste?

Yes

No

If yes, describe.

6.2.7 Does the applicant currently generate any hazardous waste at this stie?

Yes

No

If yes, describe.

## 6.3 Impacts to Flora and Fauna and Their Habitat(s)

6.3.1 Will the proposed project result in the loss of any undisturbed natural habitat or public use of tidal waters?

Yes

No

If yes, how many acres?

6.3.2 Do threatened or endangered species (as defined by DNREC and/or the Federal Endangered Species Act) exist at the site of the proposed project or immediately adjacent to it?

Yes

No

If yes, list each species.

6.3.3 Will the proposed project have any effect on any threatened or endangered species?

Yes

No

If yes, explain.

6.3.4 What assurances can be made that no threatened or endangered species exist on or near or will be affected by the proposed project site?

6.3.5 Will the proposed project have any effect on any other flora and/or fauna at the proposed project site?

Yes

No

If yes, describe.

## 6.4 Impacts to Wetlands

6.4.1 Will the proposed project result in the loss of any wetland habitat?

Yes

No

If yes, describe.

6.4.2 Will any wastewater and/or stormwater be discharged into a wetland?

Yes

No

If yes, will the discharge water be of the same salinity as the receiving wetlands?

6.4.3 Describe any filling, dredging, or draining that may affect nearby wetlands or waterways.

## 6.5 Impacts to Site Drainage, Land Erosion, and Flood Control

6.5.1 If dredging is proposed, how much will occur and where will the dredged materials go for disposal?

6.5.2 Will the proposed project’s operations impact drainage at the site and/or in the surrounding area?

Yes

No

If yes, describe.

6.5.3 Will the proposed project’s operations result in changes in land erosion at the site and/or in the surrounding area?

Yes

No

If yes, describe.

6.5.4 Will the proposed project’s operations result in changes in flood control at the site and/or in the surrounding area?

Yes

No

If yes, describe.

## 6.6 Impact on Water Quality and Quantity

6.6.1 Complete the chart below and describe wastewater discharge (new, as well as any increase or decrease compared to current discharge levels) due to project operations.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Pollutant** | **Current Discharge Concentration**  **(ppm)** | **New or Changed Discharge**  **Concentration**  **(ppm)** | **Current Discharge** | | **Net Increase/ Decrease** | | **New Total Emissions** | |
| *Lbs/ day* | *Tons/ year* | *Lbs/ day* | *Tons/ year* | *Lbs/ day* | *Tons/ year* |
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6.6.2 Describe the current method of employee sanitary wastewater disposal and any proposed changes to that system due to this project.

6.6.3 Identify the number, location, and name of receiving water outfall(s) of any and all process wastewater discharge (new or current) affected by this proposed project. Provide NPDES Permit numbers for each discharge affected.

6.6.4 Identify the number, location, and name of receiving waters of stormwater discharges. Provide permit number for each discharge.

6.6.5 Describe the sources of stormwater runoff (roofs, storage piles, parking lots, etc.)

6.6.6 Describe the amount of stormwater runoff increase over current levels that will result from the proposed project.

6.6.7 Describe any pollutants likely to be in the stormwater.

6.6.8 Describe any pollution control device(s) or management technique(s) to be used to reduce the amount of stormwater generated, and devices to improve the quality of the stormwater runoff prior to discharge.

6.6.9 Describe any new or improved stormwater drainage system required to safely carry off stormwater without flooding the project site or neighboring areas down gradient.

6.6.10 Will this project result in a thermal discharge of water or an increase in the flow or temperature of a current thermal discharge?

Yes

No

If yes, state:

1. the volume of the new flow or increase from the existing thermal discharge, both in flow and amount of heat
2. how warm the water will be when it is discharged into a receiving waterway, discharge canal, or ditch, and what the difference in discharge temperature and ambient temperature will be at various seasons of the year after all cooling water mechanisms have been applied to the hot water
3. the equipment and/or management techniques that will be used to reduce the thermal load of the discharge water

6.6.11 Will any proposed new discharge or change in existing discharge cause, or have potential to cause, or contribute to, the exceedance of applicable criteria appearing in the [“State of Delaware Surface Water Quality Standards”](http://regulations.delaware.gov/AdminCode/title7/7000/7400/7401.shtml)?

Yes

No

If yes, explain.

6.6.12 Describe any oils discharged to surface waters due to this proposed project.

6.6.13 Describe any settleable or floating solid wastes discharged to surface waters due to this project.

## 6.7 Water Needs

6.7.1 Estimate the amount of water to be used for each specified purpose, including cooling water. State:

1. daily and maximum water use in the unit of gallons per day for each purpose and source of water
2. whether water use will vary with the seasons, time of day, or other factors

6.7.2 Identify the source of water needed for the proposed project, including potable water supplies.

6.7.3 Are wells proposed to be used?

Yes

No

If yes, identify:

1. the aquifer to be pumped and the depth, size, and pumping capacity of the wells
2. if a permit has been applied for to do this
3. how close a proposed well is to any well(s) on adjacent lands

6.7.4 Will this project use a new water intake device or increase the use (flow) from an existing intake device?

Yes

No

If yes, state:

1. the volume of water to be withdrawn and
2. describe what will be done to prevent entrainment and/or entrapment of aquatic life by the intake device.

## 6.8 Impacts from Glare, Heat, Noise, Vibration, Radiation, Electromagnetic Interference, and Obnoxious Odors

6.8.1 Describe any impacts from the factors listed above in 6.8

6.8.2 Identify any other similar impacts not listed.

6.8.3 Describe any efforts to minimize and monitor such effects

## 6.9 Impacts of Raw Materials, Intermediate Materials, Byproducts, and Final Products

## 6.10 Effect of Site Boundary on Environmental Remediation

## 6.11 Potential to Pollute

6.11.1 Describe environmental impacts in the event of a major mechanical malfunction or human error for factors including:

1. air
2. waste
3. flora, fauna, and habitat
4. wetlands
5. drainage, erosion, and flood control
6. water quality and quantity
7. glare, heat, noise, vibration, radiation, electromagnetic interference, and obnoxious odors
8. other notable factors

6.11.2 Describe any backup controls, backup power, and safety provisions planned for this project to minimize any such accidents.

## 6.12 Net Environmental Improvement Compared to Existing or Previous Use

6.12.1 Describe environmental improvements as a result of the proposed project for all factors detailed in Part 6 of this application as they compare to the existing or previous use.

6.12.2 Describe any environmental conditions that would be worsened as a result of the proposed project for all factors detailed in Part 6 of the application as they compare to the existing or previous use.

## 6.13 Sea Level Rise and Coastal Storms Plan

6.13.1 Attach a Sea Level Rise and Coastal Storms Plan, as required by Section 8.4.2 of the Regulations Governing Delaware’s Coastal Zone.

6.13.2 Describe the measures, and the total cost of measures, including capital costs, that will be taken to ensure that any facilities or infrastructure within the zone mapped as having a 1.0% probability of being flooded in a given year or exposed during the High Sea Level Rise Scenario do not sustain damage that may cause pollution through such events as, but not limited to, structural destabilization, electrical supply outage, collision with floating debris, inaccessibility, piercing of containment vessels, breaching of seals, valves, seams, or wellheads by floodwater, and erosion of or blockage of intakes.

6.13.3 Describe any structural changes that have been made to the site to control erosion and describe any actions that could and will be taken to prevent or control it if a permit is granted.

6.13.4 Describe the potential effects of sustained winds as great as 95 miles per hour and any measures that could and will be taken to prevent damage to the project site.

6.13.5 Describe the potential adverse impacts to upstream and adjacent properties that could result from efforts on the project site to prevent damage from flooding, erosion, and high winds, and describe any measures that could and will be taken to prevent such adverse impacts to upstream and adjacent properties.

## 6.14 Environmental Remediation and Stabilization Plan

6.14.1 Attach an Environmental Remediation and Stabilization Plan, as required by Section 8.4.4 of the Regulations Governing Delaware’s Coastal Zone.

# Part 7. Economic Effects Analysis

Describe the economic effects of the proposed use, including the following elements:

## 7.1 Jobs

7.1.1 How many additional full time jobs will be created as a result of the proposed project? Will they be temporary or permanent?

7.1.2 How many additional part-time jobs will be created as a result of the proposed project? Will they be temporary or permanent?

7.1.3 If employment attributable to the proposed project will vary on a seasonal or periodic basis, explain the variation and estimate the number of employees involved.

7.1.4 Disclose any local hiring or purchasing preferences.

7.1.5 Disclose any community benefit agreements.

7.1.6 Will any workforce development or educational programs be implemented as a result of the proposed project?

7.1.7 Estimate the weekly construction payroll

7.1.8 Estimate the percent distribution of annual wages and salaries (based on regular working hours) for employees attributable to this project

|  |  |
| --- | --- |
| Wage/Salary | Percent of Employees |
| <$10,000 |  |
| $10,000-14,999 |  |
| $15,000-24,999 |  |
| $25,000-34,999 |  |
| $35,000-49,999 |  |
| $50,000-64,999 |  |
| $65,000-79,000 |  |
| $80,000-100,000 |  |
| >$100,000 |  |

## 7.2 Tax Revenues

7.2.1 Estimate the amount of tax revenues that will accrue to state and local government, including:

1. property
2. gross receipts
3. personal income
4. any others

## 7.3 Project Costs and Total Investment

7.3.1 Describe project costs, including:

1. demolition
2. construction
3. capital costs
4. operations
5. remediation
6. total investment

7.3.2 Estimate the value of construction supplies and services to be purchased in Delaware

## 7.4 Costs to the State

7.4.1 Describe any costs of the proposed use to the State, including:

1. tax incentives and credits and
2. infrastructure.

## 7.5 Estimate the economic impact of the project on individuals who are directly or indirectly dependent on natural resources from:

1. loss of natural habitat,
2. degraded water,
3. degraded air quality

## 7.6 Net Economic Improvement Compared to Existing or Previous Use

Submit a statement of the net economic benefit or loss from the proposed project in comparison with the most recent heavy industry use for all factors listed in Part 7 of this application.

## 7.7 Division of Small Business Economic Analysis for Existing or Previous Use

Attach the Delaware Division of Small Business Economic Effects Analysis for the most recent heavy industry use of the project site, as required by Section 8.3.2.1 of the Regulations Governing Delaware’s Coastal Zone.

## 7.8 Division of Small Business Accuracy Statement

Attach a statement made by Delaware Division of Small Business regarding the accuracy of the applicant’s Economic Effects Analysis for the proposed use, as required by Section 8.3.2.6 of the Regulations Governing Delaware’s Coastal Zone.

# Part 8. Aesthetic Effects

8.1 Describe whether the proposed project will be located on a site readily visible from a public road, residential area, public park, or other public meeting place (such as schools or cultural centers)

8.2 Is the project site location within a half mile of a place of historic or scenic value?

Yes

No

8.3 Describe any previous attempt to make the proposed facility aesthetically compatible with its neighboring land uses (such as landscaping or screening).

8.4 Describe any planned attempt to make the proposed facility aesthetically compatible with its neighboring land uses. Include schematic plans and/or drawings of the proposed project after it is complete, including any landscaping and screening.

# Part 9. Supporting Facilities Requirements

9.1 Describe the number and type of new supporting facilities and services that will be required as a result of the proposed project, including, but not limited to:

1. roads
2. bridges
3. piers and/or docks
4. railroads
5. microwave towers
6. special fire protection services not now available
7. traffic signals
8. sewer expansion
9. energy-related facilities expansion
10. pipelines

9.2 Describe the impact of such facilities on all factors listed in Parts 6, 7, 8, 10, and 11 of this application.

# Part 10. Effects on Neighboring Land Uses

10.1 How close is the nearest year-round residence to the site of the proposed project?

10.2 Will the proposed project interfere with the public’s use of existing public or private recreational facilities or resources?

Yes

No

If yes, explain.

10.3 Will the proposed project interfere with public access to tidal waters?

Yes

No

If yes, explain.

10.4 Will the proposed project utilize or interfere with agricultural areas?

Yes

No

If yes, explain.

10.5 Is there the possibility that the proposed project could interfere with a nearby existing business, commercial, or manufacturing use?

Yes

No

If yes, explain.

# Part 11. Offset Proposal

11.1 Proposed projects with any negative environmental impacts must submit an Environmental Offset Proposal, which clearly establishes:

1. A qualitative and quantitative description of how the offset project will “clearly and demonstrably” more than offset the negative impacts from the proposed project
2. How the permittee plans to perform or complete the offset
3. Over what period of time the permittee plans to perform or complete offset project
4. Environmental benefits from the offset project and when they will be achieved
5. What scientific evidence there is concerning the efficacy of the offset project in producing its intended results
6. How the success or failure of the offset project will be measured, qualitatively and quantitatively, in both the short and long term
7. A monitoring schedule that describes a process for third-party verification of the offset project’s operation, completion, and efficacy
8. Any public outreach initiatives regarding the proposed project and the results of said initiatives
9. A description of the process used in identifying potential offset projects and the reason for any determination that it was not practicable to match the location, pollutant, or environmental medium of the proposed project’s environmental impacts
10. Any negative impacts associated with the offset project

11.2 Has the applicant undertaken any past voluntary improvements that may require them to provide less of an offset than applicants without a similar record of past achievements?

Yes

No

If yes, describe.

11.3 Complete the Coastal Zone Environmental Impact Offset Matrix

11.3.1 List all environmental impacts in the column labeled “Describe Environmental Impacts”

11.3.2 Reference page numbers of the application or attachment that detail each environmental impact

11.3.3 Describe the environmental offset proposal for each impact

11.3.4 Reference page numbers of the application or attachment that detail the offset proposal

Environmental Impact Offset Matrix



# Part 12. Financial Assurance

## 12.1 Statement of Financial Assurance Amount

12.1.1 Attach a statement showing the Coastal Zone Financial Assurance Amount by subtracting the amount of the Environmental Remediation and Stabilization Plan that is covered by financial assurance provided under another federal or state environmental program for the project site from the sum of the total cost of implementing the Environmental Remediation and Stabilization Plan, plus the capital cost of implementing the Sea Level Rise and Coastal Storms Plan.

12.1.2 Include an itemized list of all active financial assurance for the project site, including the type and amount of active financial assurance for each regulatory program relevant to the project site.

## 12.2 Evidence of Financial Assurance

12.2.1 Instruments of financial assurance include a Fully Funded Trust Fund, Letter of Credit, Insurance Policy, Surety Bond, a combination of those instruments, or another form that has been approved by the Secretary. State the chosen instrument(s) for the proposed project and provide documentation as an attachment to this application, as required in Section 8.6.4.1 of the Regulations Governing Delaware’s Coastal Zone.

12.2.1.2 Instruments other than those listed above may require the Department to seek external expertise, and will require the applicant to bear the cost of such external assistance.

# Part 13. Attachments or Appendices (figures, tables, maps, forms, etc.)

13.1 Attachments to this application must include the following documentation, in addition to any documentation not specifically mentioned that may be necessary to fully complete each response:

Map of Project Location

Process Diagram

Safety Data Sheets

Project Site Plan

Project Timeline

Evidence of Ability to Operate Equipment

Environmental Permit Application Background Statement

Division of Small Business Economic Effects Analysis

Division of Small Business Accuracy Statement

Remediation Compliance Certification

Sea Level Rise and Coastal Storm Plan

Environmental Remediation and Stabilization Plan

Statement of Financial Assurance Amount

Evidence of Financial Assurance

Bulk Product Transfer Details [if applicable]