

**Aquifer Protection Permit
Pre- Application Meeting
Request Form**

Applicant Information
The person responsible for complying with the terms and conditions of the APP

Applicant/Owner _____
Address _____
City, State, Zip _____
Phone No _____
Email _____

Authorized Agent
Person acting on behalf of the Applicant

Authorized Agent _____
Company _____
Address _____
City, State, Zip _____
Phone No. _____
Email _____

Facility Information
If this is a pre-application meeting for a facility with an APP that you want to amend,
only the Facility Name and Inventory # are required

Facility Name _____
Inventory # (if amending current permit) _____

Street Address _____
City, Zip _____
County _____

Latitude/Latitude _____
Township, Range, Section _____

Brief facility description _____

Meeting Coordination

Proposed dates and times _____
Applicant meeting attendees with email addresses _____

Purpose of meeting: _____
Is there a landfill on the property? _____
Is this an Underground Storage Facility (USF)? _____

Is this facility under the Voluntary Remediation Program?

New permit (enter "Yes" or "No") _____
Amend permit (describe changes) _____

Aquifer Protection Permit Pre-Application Meeting Agenda

- Introductions - All
- Meeting Attendance Sheet (passed during Introductions)
- Facility Description - Applicant
 - Location and site plan maps, background, history, prior land use
 - Proposed design or drawings, operational description, process flow diagram
 - Discharge chemical characterization, rate/volume
 - Existing hydrologic and geologic information: groundwater quality, flow direction, depth; wells within ½ mile and their use; subsurface lithology; surface water flows and nearest surface water bodies
 - Proposals for: Point of Compliance (POC) locations, Pollutant Management Area (PMA) delineation, Discharge Impact Area (DIA) delineation, ambient groundwater monitoring
 - Proposed conceptual closure strategy and associated closure/post-closure cost estimates
- Application Requirements – ADEQ input based upon Applicant’s facility description
 - Demonstrate facility meets best available demonstrated control technologies (BADCT) requirements
 - Control technologies, processes, operating methods, other alternatives
 - Greatest degree of discharge reduction achievable
 - Demonstrate compliance with aquifer water quality standards at the point of compliance
 - Additional hydrogeologic information that may be needed
 - POC well location(s) and screen intervals
 - PMA delineation
 - DIA delineation/calculations
 - Propose monitoring for inclusion in the permit
 - Discharge Limits, Aquifer Quality Limits, Alert Levels
 - Whether to conduct ambient groundwater monitoring
 - Contingency plan
 - Cost Estimates – applicability, level of detail and available guidance (consider soil and/or groundwater monitoring and abandonment of POC well(s))
 - Financial assurance demonstration to include:
 - CEO letter or government entity statement of ability to cover costs
 - mechanism for closure/post-closure costs (non-governmental Applicants)
 - New permit always required
 - Permit amendment scenarios
 - amendment triggers requirements
 - call-in schedule vs. voluntary early submittal
 - Periodic reviews will be scheduled as permit requirement
 - Technical capability
 - Zoning
- Coordination with other programs (e.g. AZPDES, Solid Waste Permits, 208 Review) - ADEQ
- Licensing timeframe requirements and application processing schedule - ADEQ
- Available references at <http://www.azdeq.gov/environ/water/permits/app.html>
 - Checklists: Administrative Completeness, Hydrology Review, Engineering Review, Closure and Post-closure Plan and Cost Estimate, Cost Estimate Inflation Factor
 - Frequency Asked Questions for Hydrology, Engineering and other topics