

THE NATURAL RESOURCES CONSERVATION AUTHORITY ACT

The Natural Resources Conservation (Permits and Licences) Regulations, 1996

Permit Application (pursuant to section 9)

Note: Please read the following before completing this form

1. This form should be completed in **quadruplicate** in block letters and submitted along with any specified or supplemental information to:

The Natural Resources Conservation Authority
10 Caledonia Avenue
Kingston 5.

2. The completed Form shall be accompanied by -
- (a) a completed project information form supplied by the Authority;
 - (b) a plan of the area in which enterprise, etc. will be undertaken showing -
 - (i) the location and boundaries of the property;
 - (ii) the location and layout of the proposed enterprise or construction or development; and
 - (iii) any body of surface water, or any potable water supply that may be affected by any discharge;
 - (c) a statement of the status of any required statutory approval and application ;
 - (d) an application for a licence to discharge effluent, etc., where applicable;
 - (e) the prescribed application fee of J\$2,000 which is non-refundable.
3. Please attach certified copies of all statutory approvals and planning permission granted to date and copies of all applications made and not yet determined.
4. This application form must be completed in order to avoid delay in its processing. Where attached sheets and other technical documents are utilized in lieu of the space provided, indicate appropriate cross - references. Paragraphs that are not applicable to your application should be marked as N/A. The permit fee is a minimum of J\$15,000 and becomes payable at the time of issue.
5. If you are in doubt about any provision of this application form please consult with an authorized officer of the Authority before completing it.

A. General

1. Name of applicant: _____
2. Address of applicant: _____

3. Telephone No.: _____ Fax No. _____
4. Please specify name and registration No. of company
If different from applicant _____

5. Address of registered office of company: _____

6. Name and address of premises where enterprise etc. for which approval is sought will be undertaken:

7. Name of Chief Executive Officer:

8. Name of Environmental Manager:

9. Description of category of enterprise, construction or development for which approval is sought (Categories should conform with the Natural Resources (Prescribed Areas) (Prohibition of Categories of Enterprise, Construction and Development) Order, 1996):

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10. Name of local authority in whose area enterprise etc. will be undertaken:

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11. List of attached documents comprising part of application: _____

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B. Statement by Applicant

I hereby certify that the information contained in this application and the attached Project Information Form is true and complete to the best of my knowledge and belief.

I understand that any misrepresentation contained in the forms shall lead to discontinuation of the processing of the application and the revocation of any permit granted and may also lead to prosecution. I further understand that the permit, if granted, may be suspended or revoked for breach of any of the terms or conditions stipulated therein.

Signature of applicant _____

Name and title (please print or type) _____

Dated this day of , 19 .

FOR OFFICIAL USE ONLY

Project information form completed and attached _____yes _____no

Other information attached: _____

Application Fee _____ enclosed

Comments: _____

Assessment Officer _____ \ \ _____
Date

**THE NATURAL RESOURCES CONSERVATION AUTHORITY ACT
THE NATURAL RESOURCES CONSERVATION AUTHORITY
(PERMITS AND LICENCES) REGULATIONS 1996**

PROJECT INFORMATION FORM

Note: Please read the following before completing this form.

1. This document is designed to provide information on your project to the Natural Resources Conservation Authority in accordance with section 10 (1) (a) of the Act in order to determine if the project requires the preparation of an Environmental Impact Assessment (EIA).
2. Please attach certified copies of all statutory approvals and planning permission granted to date and copies of all applications made and not yet determined.
3. This application form must be completed in order to avoid delay in its processing. Where attached sheets and other technical documents are utilized in lieu of the space provided, indicate appropriate cross-references. Paragraphs that are not applicable to your application should be marked N/A.
4. This form is supplemental to your **permit application form** and may be subject to further verification and public review. Provide any additional information that you believe will be useful in processing your application.
5. It is expected that completion of this form will be dependent on information that is currently available to you and will not involve new studies, investigation and research. Where such studies are required in order to provide the information please indicate and specify in each instance.

A. PROJECT NAME AND OWNERSHIP

1) NAME AND ADDRESS OF APPLICANT:

(SURNAME)

(FIRST NAME)

(STREET)

(TOWN AND PARISH)

(TELEPHONE)

(FAX)

(E-MAIL)

2) NAME AND ADDRESS OF OWNER (if different from applicant)

(SURNAME)

(FIRST NAME)

(STREET)

(TOWN AND PARISH)

3) NAME OF PROJECT

4) LOCATION OF PROJECT: (Provide map as well as address)

(STREET)

(TOWN AND PARISH)

4.1) Do you own the property on which you propose to carry to out this development project. Yes No

4.2) If Yes Please attach certified copies of Proof of Ownership

4.3) If No, What is the nature of your interest in this property. Please attach supporting documents, justifying your claim

5) NAMES AND ADDRESSES OF ADJOINING PROPERTY OWNERS:

B PROJECT TYPE

Description or prescribed category of enterprise, construction or development for which approval is sought:
(Check and identify as many as are appropriate.)

1. Power generation plants
2. Electrical transmission lines and substations greater than 69 kV
3. Pipelines and conveyors, including underground cables, gas lines and other such infrastructure with diameter of 15 cm and over.
4. Port and harbour developments
5. Development projects
 subdivisions of 10 or more lots

- housing projects of 10 houses or more
 - hotel/resort complex of more than 12 rooms
 - airports including runway expansion greater than 20%
 - office complex greater than 5000 square metres
6. Ecotourism projects
7. Water treatment facilities including water supply, desalination plants, sewage and industrial waste water
8. Mining and mineral processing
- bauxite
 - minerals - including aggregate, construction and industrial minerals
 - peat metallic
 - sand non-metallic
9. Metal processing
- non-ferrous metals
 - ferrous metals
 - foundry operations, metal plating
10. Industrial projects
- chemical plants
 - pulp, paper and wood processing
 - petroleum production, refinery, storage and stockpiling
 - food processing plants
 - fish and meat processing plants
 - tanneries
 - detergents manufacturing, including manufacturing of soap
 - distillery, brewing and fermenting facilities
 - cement and lime production
 - manufacture of textiles
 - manufacturing of pesticides or other hazardous or toxic substances
 - paint manufacture
 - boxing plants
 - manufacture of containers and packaging materials including cans, bottles, boxes and cartons
 - manufacturing of edible fats, oils and associated processes
 - citrus, coffee, cocoa, coconut, sugarcane processing factories
 - solar salt production
11. Construction of new highways, arterial roads and major road improvement projects
12. River basin development projects
13. Irrigation or water management projects including improvements
14. Land reclamation and drainage projects

- 15. Watershed development and soil conservation projects including river training, check dams, and retaining walls
- 16. Modification, clearance or reclamation of wetlands
- 17. Solid waste treatment and disposal facilities
- 18. Hazardous waste storage or treatment or disposal facilities
- 19. Processing of agricultural waste
- 20. Cemeteries and crematoriums
- 21. Introduction of species of flora, fauna and genetic material
- 22. Slaughterhouse and abattoir
- 23. Felling of trees and clearing of land of 10 hectares or over for agricultural development
- 24. Clear cutting of forested areas of 3 hectares and over on slopes greater than 25 degrees
- 25. Other. Please specify! _____

If your project falls within the first 24 categories, then a permit under Section 9 of the NRCA Act is required.

Note: Other licences may be required if sewage or trade effluent are proposed to be discharged (Section 12). These licences are subject to an **Environmental Impact Assessment** being submitted to the Authority. Contact the NRCA for further information.

C. SITE DESCRIPTION (physical setting of overall project, both developed and undeveloped areas)

- 1. General character of land: generally uniform slope ____ or generally uneven and rolling or irregular ____ (check one)
- 2. Approximate percentage of proposed site with slopes 0-10%; 10-25%; 25% or greater.
- 3. What is the predominant soil type (s) on the project site? upland plateaux soils; alluvial soils; highland soils
- 4. Are there bedrock outcroppings on project site? Yes; No
- 5. Are there any karst or limestone i.e. sinkhole conditions on site? Yes; No
- 6. Is the project located in flood plain or coastal zone or water catchment area? No
If no, specify _____
- 7. Site is below Sea level; at Sea level; above the 10 m contour line.
- 8. Are there any water wells on or adjacent to the site? No; Yes; if yes please describe

- 9. Are there any rivers or streams or drainages within or adjacent to the project site?
 No; Yes; If yes, name the water body _____
- 10. Are there any lakes, ponds or wetland areas within or contiguous to the project site?
 No; Yes; If yes, name the water body _____

11. Present site land use: Urban; suburban; rural; industrial; commercial; agriculture; forest; other (please specify): _____

12. Is the project site presently used by the community or neighbourhood as an open space or recreational area? No; yes; If yes, identify _____

D. BIOLOGICAL RESOURCES

FLORA

1. General plant ecosystem and dominant types

Forests

- inland
- coastal

Fields

- agricultural
- pasture
- open field

Wetlands

- mangroves
- morass and swamps
- seagrasses

Any other ecosystem types yes no, if yes please indicate. _____

2. Name the watershed that your project is being developed in _____

3. Are there exotic species present at the site? Yes No

If yes, state the scientific and common names of these exotic species.

4. Do you plan to introduce exotic species? Yes No

If yes, state the scientific and common names of these exotic species and their places of origin.

5. Are there any endangered animal species in the area where your project is to be developed?

Yes No If yes, state their scientific and common names.

6. Are there specimens of scientific or aesthetic interest in your project development area?

- Lignum Vitae
- Blue Mahoe
- Orchids
- Ferns

- Mangroves
- Sea grasses
- Royal Palms
- Bromeliads
- Feeder trees for birds
- Any others (i) _____
(ii) _____
(iii) _____

7. Are there endemic species present at the site? Yes No

If yes, state their scientific and common names.

8. What is the degree of disturbance of the plant community?

- pristine
- semi-degraded
- totally degraded

FAUNA

1. General types

Vertebrates

- Mammals
- Birds
- Fishes
- Amphibians
- Reptiles

Invertebrates

- Insects
- Corals (coral reefs)
- Sponges
- Crustaceans
- Any others (i) _____
(ii) _____
(iii) _____

Please provide a species list for general fauna types indicated.

2. Habitat type

- Forests
 - inland
 - coastal
- Fields

- agricultural
 - pasture
 - open field
 - Wetlands
 - mangroves
 - morass and swamps
 - Seagrass
 - Coral reefs
 - Sea (marine)
 - Freshwater/brackish water
 - River/stream (any flowing body of water), state the name/names _____
 - Pond/lakes (any standing body of water), state the name/names _____
- Any others Yes No If yes, please state (i) _____
 (ii) _____
 (iii) _____

3. Are there any commercially valuable species in the area? Yes No

If yes, state scientific and common names

PROTECTED AREAS

1. Is your proposed project located in an existing Protected Area? Yes No

If yes, then name the Protected Area: _____

E. PROJECT DESCRIPTION

1. Provide physical dimensions and scale of the project (fill in dimensions as appropriate)

- a) Total contiguous area owned by project sponsor _____ hectares
- b) Project area developed: hectares initially _____; hectares ultimately _____.
- c) Project area to remain undeveloped _____ hectares

2. Operational aspects of the project

a) Will there be sewage or trade effluent discharge during construction and or operation ? No; Yes
If yes describe the type(s), amount(s) and source(s). (If a discharge application has been prepared please attach.)

b) Is it sewage or trade effluent? (tick please)

c) Please indicate what effect if any your project will or is likely to have on the following. (tick appropriate categories)

- Land resources, Water resources, Air quality (including noise), Ecological resources,
- Visual resources, Open space and recreation, Growth and character of community, Energy,
- Transportation, Human health

d) Will there be air emissions (including fugitive dust) produced during construction and operation?

No; Yes; If yes describe type(s) and source(s) _____

e) Will there be any other poisonous, noxious or polluting matter discharged during construction and operation? No; Yes; If yes describe type(s) and source(s)_____

f) Will blasting occur during construction? No; Yes

g) Will project routinely produce odours (more than one hour per day) No; Yes

h) Total water usage per day _____ litres/day; source: surface; underground; other:_____

i) If water supply is from wells indicate pumping capacity _____ litres per min.

j) Is surface or underground liquid waste involved? No; Yes. If yes indicate the type of waste (sewage, trade, including leachate, etc.)_____

k) If surface disposal, name receiving water body (fresh water, gully or marine) into which effluent will be discharged into.

l) Will the project use herbicides or pesticides? No; Yes. If yes, specify type(s)

m) How many hectares of vegetation (trees, shrubs, ground cover) will be removed from the site? ____ ha

n) Will the project involve the construction of access roads? No; Yes;

o) Will surface area of existing water bodies e.g. streams, rivers, bays etc be increased or decreased by the project? No; Yes; If yes, how much? ____.

Give detail_____

p) Will project require relocation of people; houses; or facilities? No. If yes, give details:

q) Does the project involve the disposal of solid waste? No; Yes; If yes, will existing municipal solid waste facility(s) be used? No; Specify location: _____

3. Where the project is a waste treatment and disposal facility please complete the following:

3.1 Nature of waste disposal facility (please tick) -

a) Landfill;

b) Transfer station - incorporating also,

(i) static compaction;

- (ii) pulverization;
- (iii) baling;
- c) Treatment plant involving -
 - (i) pulverization;
 - (ii) composting;
 - (iii) incineration;
 - (iv) chemical treatment;
 - (v) other treatment (please specify); _____

3.2 Estimated maximum quantities of general waste of the following description delivered or to be delivered daily at the facility:

	Liquid (tonnes)	Sludge (tonnes)	Solid (tonnes)
a) domestic and commercial wastes -			
(i) untreated;	_____	_____	_____
(ii) pulverized or compost;	_____	_____	_____
(iii) baled;	_____	_____	_____
(iv) incinerator residues;	_____	_____	_____
b) medical, surgical and veterinary wastes;	_____	_____	_____
c) hazardous wastes			
d) non-hazardous industrial wastes -			
(i) potentially combustible substances;	_____	_____	_____
(ii) inert and non-flammable substances;	_____	_____	_____
e) wastes from the construction industry;	_____	_____	_____
f) old cars, vehicles and trailers;	_____	_____	_____
g) sewage, sludge etc.;	_____	_____	_____
h) mine and quarry waste;	_____	_____	_____
i) farm waste.	_____	_____	_____

3.3 Current or anticipated maximum rate of use of the facility. (Specify as tonnes per day of landfill sites and tonnes per hour for treatment plant.) _____

3.4 State capacity of treatment plant:
 Current capacity _____ million litres per day (ML/d)
 Total design capacity _____ ML/d
 Proposed operational capacity _____ ML/d

4. Project approvals:

a) Is there any other GOJ licence or approval required? No; Yes ; If yes list approvals with responsible department or body _____

b) List any previous licences or permits granted in respect of this project:

	Date	Project Title	Reference No.
Issued:	_____	_____	_____
Denied:	_____	_____	_____
Other:	_____	_____	_____

c) Are there any town or local approvals? No; Yes. If yes, list approvals and responsible agency.

E. OTHER INFORMATIONAL DETAILS

Attach any other additional information as may be needed to clarify your project.

PREPARER'S NAME: _____

PREPARER'S SIGNATURE _____

TITLE: _____

REPRESENTING: _____

DATE: _____

THE NATURAL RESOURCES CONSERVATION AUTHORITY ACT
The Natural Resources Conservation (Permits and Licences) Regulations, 1996 (amended) 2004
(Pursuant to section 9, NRCA Act 1991)

CHECKLIST

Application for Environmental Permit

- Completed Permit Application Form & Project Information Form including:-
 - Tax Registration Number
 - Contact information – Telephone, Cellular phone, Fax, Email
 - For Companies – Company Registration Number; Names of Directors and Company Secretary
 - Copy of Identification for the person(s) making the application e.g. Driver's Licence, National ID or Passport.
- Completed Licence Application Form (if there will be a discharge of Trade or Sewage and or Poisonous or Harmful Substances into the environment).
- Beach Licence Application Form (Licence Under the Beach Control Authority for any Use of the Foreshore, Floor of the Sea and the Water Column).
- Location Map (Drawn to Scale 1:12,500).
- Layout Plan or Site Plan of facility/development Drawn to Scale (including dimensions).

Informative - architectural drawings must be certified by a registered architect, engineering drawings must be certified by a professional engineer and site and subdivision plans must be certified by a commissioned land surveyor.

- Detailed Design of Project including:-
 - the proposed method of wastewater treatment and disposal or similar facility
 - the location and setback of the wastewater treatment and disposal facility on the Subdivision or Layout plan
 - a Gantt chart illustrating the project schedule/ construction schedule for wastewater treatment and disposal facility or similar facility
 - a Sludge / Septage Management Plan for wastewater treatment and disposal facility or similar facility
 - Detailed design of the treatment components.
 - Waste Management Plan and a Closure Plan for Petroleum Storage Facilities or similar facility

- Proof of Ownership
 - A copy of the title or
 - A probated will or,
 - Lease agreement along with a copy of the title and a consent letter.

Informative

 - If the applicant is not the owner, a letter of authorization from the title holder(s), giving the applicant permission to use the land for the proposed activity, witnessed by a Justice of the Peace along with a copy of the title and copy of identification for both parties e.g. Driver's Licence, National ID or Passport.
 - If the registered title is held jointly, either all parties must be reflected as applicant OR there should be a letter or authorization from the other title holder (s) giving the applicant permission to use the land for the proposed activity. The letter or authorization must be witnessed by a Justice of the Peace along with a copy of identification for all parties e.g. Driver's Licence, National ID or Passport.
 - ALL CONTRACTORS/AGENTS/CONSULTANTS who are applying for permits and licences on behalf of someone else must submit with each application a letter giving them authority to apply for the permit/licence. The letter must also state the extent of their authority in relation the application and in whose name the permit/license should be issued. The letter must be signed by all the relevant parties who they represent. The letter must be witnessed by a Justice of the Peace along with a copy of identification for all parties e.g. Driver's Licence, National ID or Passport.

- Project Brief describing the scope and extent of the project
- Drainage Plan
- Surface Discharge Permission letter - **Applicable** where the proposal is to discharge the final effluent into a surface drainage channel owned by another individual.

Informative: In this case, the Applicant is to submit a no objection letter from the owner of this channel.

- Design Report- Applicable only to wastewater treatment and disposal facility or similar facility
 - Application Fee of \$2000.00
 - Previously submitted to Development Assistance Centre
- Informative: Application must be submitted in quadruplicate (4 sets)**