

**INTERGOVERNMENTAL REVIEW INSTRUCTIONS  
FOR NEW JERSEY APPLICANTS**

**[EXECUTIVE ORDER 12372](#)** - The Environmental Protection Agency's (EPA's) regulation, **[40 CFR Part 29](#)**, sets forth the Agency's obligations and procedures for consulting with and responding to views expressed by State and local elected officials on proposed EPA direct development activities, and applications submitted for EPA financial assistance.

**Due to the elimination of the State Clearinghouse function in the States of New York and New Jersey, it is now necessary for each applicant for EPA Region 2 funding that impacts New York or New Jersey to submit their application to the relevant State, County, and Area wide reviewing agencies.**

**A list of these agencies, along with their addresses, is enclosed. At a minimum, your application should be submitted to the listed agency in your county and other counties impacted. Please note that New York State Department of Environmental Conservation and New Jersey Department of Environmental Protection have waived their rights to review. Please refer to the list of counties participating in the review process.**

**You should send the reviewing agencies a letter transmitting your application review package. Also include the first page of the application (SF-424), a project summary describing the activities proposed to be funded, and a signed "Certification of Distribution of Application Review Package" form (enclosed).**

**A signed original of the letter form also needs to be included with the application review package you send to EPA. Some of the agencies may request additional information as well. Please be sure to give the agencies a deadline for comments (at least 30 days from the day they receive the application). Comments should be sent directly to EPA at the following address:**

**Mr. Rudnell O'Neal, Acting Chief  
Grants and Audit Management Branch  
USEPA Region 2  
290 Broadway, 27th Floor  
New York, New York 10007-1866**

**Please note that EPA cannot complete processing of the application until the intergovernmental review process has been completed. If you need additional information about this process, please call (212) 637-3427.**

**NEW JERSEY STATE REVIEW PROCESS**  
**Certification of Distribution of Application Review Package**

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**Pursuant to the Federal intergovernmental review requirements, the attached Application Review Package is submitted for your review.**

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**Applicant/Agency Name:**  
**Organizational Unit:**  
**Address:**

**Contact Person:**  
**Telephone Number:**

**CFDA Number:**  
**Federal Program Name:**  
**Project Name:**

**Federal Funding Agency Address:**

**USEPA - Region 2**  
**290 Broadway, 27th Floor**  
**New York, New York 10007-1866**

**Federal Funds Requested: \$**

## REVIEWING AGENCIES

The Application Review Package has been sent to the Reviewing Agencies checked below:

- United States Environmental Protection Agency Region II, Grants and Audit Management

### COUNTY REVIEWING AGENCIES:

<input type="checkbox"/> ATLANTIC	<input type="checkbox"/> HUDSON	<input type="checkbox"/> SOMERSET
<input type="checkbox"/> BERGEN	<input type="checkbox"/> HUNTERDON	<input type="checkbox"/> SUSSEX
<input type="checkbox"/> BURLINGTON	<input type="checkbox"/> MERCER	<input type="checkbox"/> UNION
<input type="checkbox"/> CAMDEN	<input type="checkbox"/> MIDDLESEX	<input type="checkbox"/> WARREN
<input type="checkbox"/> CAPE MAY	<input type="checkbox"/> MONMOUTH	<input type="checkbox"/> ALL COUNTIES
<input type="checkbox"/> CUMBERLAND	<input type="checkbox"/> MORRIS	<input type="checkbox"/> NO APPLICABLE COUNTY REVIEWING AGENCIES
<input type="checkbox"/> ESSEX	<input type="checkbox"/> OCEAN	
<input type="checkbox"/> GLOUCESTER	<input type="checkbox"/> SALEM	

### STATE REVIEWING AGENCIES:

<input type="checkbox"/> AGRICULTURE	<input type="checkbox"/> LAW & PUBLIC SAFETY
<input type="checkbox"/> HEALTH	<input type="checkbox"/> MILITARY & VETERANS AFFAIRS
<input type="checkbox"/> HUMAN SERVICES	<input type="checkbox"/> TRANSPORTATION
<input type="checkbox"/> NO APPLICABLE STATE REVIEWING AGENCIES	

### AREAWIDE REVIEWING AGENCIES:

<input type="checkbox"/> NEW JERSEY MEADOWLANDS COMMISSION	<input type="checkbox"/> NEW JERSEY PINELANDS COMMISSION
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The undersigned certifies that an APPLICATION REVIEW PACKAGE consisting of the items checked below has been sent to the required Reviewing Agencies for review.

- (1) FEDERAL FORM 424 (Box 16 must be completed)
- (2) PROJECT SUMMARY DESCRIBING PROPOSED ACTIVITIES
- (3) CERTIFICATION OF DISTRIBUTION OF APPLICATION REVIEW PACKAGE
- (4) SITE LOCATION MAP (For construction projects only)
- (5) PROJECT INFORMATION FORM (For construction projects only)

This Application Review Package will not be processed unless this form is signed and dated below.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date signed

\_\_\_\_\_  
Title

**ADDRESSES**  
**NJ State Reviewing Agencies**

<p><b>AGRICULTURE</b></p> <p><b>Brian D. Smith, Esq.</b>  <b>Chief of Legal Affairs</b>  <b>State Agriculture Development Committee</b>  <b>P.O. Box 330</b>  <b>Trenton, NJ 08625-0330</b>  <b>Tel. (609) 984-2504</b>  <b>Fax (609) 633-2004</b>  <b>Email: <a href="mailto:brian.smith@ag.state.nj.us">brian.smith@ag.state.nj.us</a></b>  <b>*Will accept electronic project proposals</b></p>	<p><b>ATLANTIC COUNTY</b></p> <p><b>Mr. Joseph M. Maher, AICP PP</b>  <b>Atlantic County Planning Department</b>  <b>P.O. Box 719</b>  <b>Northfield, NJ 08225</b>  <b>Tel. (609) 645-5898</b>  <b>Fax (609) 645-5964</b>  <b>*Will <u>not</u> accept electronic project proposals</b></p>
<p><b>BERGEN</b></p> <p><b>Mr. Robert S. Garrison, Esq.</b>  <b>Bergen County Dept. Of Planning</b>  <b>&amp; Economic Development</b>  <b>One Bergen County Plaza-Fourth Floor</b>  <b>Hackensack, NJ 07601-7076</b>  <b>Tel. (201) 336-6437</b>  <b>Fax (201) 336-6449</b>  <b>Email: <a href="mailto:rgarrison@co.bergen.nj.us">rgarrison@co.bergen.nj.us</a></b></p>	<p><b>BURLINGTON COUNTY</b></p> <p><b>Mr. Mark Remsa, Director</b>  <b>Economic Development</b>  <b>Burlington County</b>  <b>County Office Building</b>  <b>Mount Holly, NJ 08060</b>  <b>Tel. (609) 265-5055</b>  <b>Fax (609) 265-5006</b>  <b>Email: <a href="mailto:Mremsa@co.burlington.nj.us">Mremsa@co.burlington.nj.us</a></b>  <b>*Will accept electronic project proposals</b>  <b>*Only reviewing proposals with a threshold of \$500,000</b></p>
<p><b>CAMDEN</b></p> <p><b>Ms. Maria Efstratiades</b>  <b>Camden County Office of Legislative Services</b>  <b>Court House 16<sup>th</sup> Floor</b>  <b>520 Market Street</b>  <b>Camden, NJ 08102-1375</b>  <b>Tel. (856) 225-5427</b>  <b>Fax (856) 225-5319</b>  <b>Email: <a href="mailto:mariae@camdencounty.com">mariae@camdencounty.com</a></b></p>	<p><b>CAPE MAY</b></p> <p><b>Ms. Leslie L. Gimeno, PP, AICP</b>  <b>Planning Director</b>  <b>Cape May Planning Dept</b>  <b>4 Moore Road, DN-309</b>  <b>Cape May Court House, NJ 08210</b>  <b>Tel. (609) 465-6875</b>  <b>Fax (609) 463-0347</b>  <b>E-mail: <a href="mailto:LGimeno@Co.Cape-May.nj.us">LGimeno@Co.Cape-May.nj.us</a></b>  <b><a href="mailto:Teller@co.cape-may.nj.us">Teller@co.cape-may.nj.us</a></b>  <b>*Will accept electronic project proposals</b></p>
<p><b>COMMERCE &amp; ECONOMIC DEV.</b></p> <p><b>Waive right to review all proposed projects</b></p>	<p><b>CORRECTIONS</b></p> <p><b>Waive right to review all proposed projects</b></p>

<p><b>CUMBERLAND</b></p> <p>Mr. Robert G. Brewer, Director  Cumberland County Planning Board  800 E. Commerce Street  Bridgeton, NJ 08302  Tel. (856) 453-2175  Fax (856) 453-9138  Email: <a href="mailto:Bobbr@co.cumberland.nj.us">Bobbr@co.cumberland.nj.us</a>  *Will accept electronic project proposals</p>	<p><b>EDUCATION</b></p> <p>Waive right to review all proposed projects</p>
<p><b>ENVIRONMENTAL PROTECTION</b></p> <p>Waive right to review all proposed projects</p>	<p><b>ESSEX</b></p> <p>Mr. Philip A. LiVecchi  County of Essex  900 Bloomfield Avenue  Verona, NJ 07044  Tel. (973) 226-8500  Fax (973) 226-7469  *Will <u>not</u> accept electronic project proposals</p>
<p><b>GLOUCESTER</b></p> <p>Mr. Richard Westergaard, Director  Gloucester County Dept. of Public Works-  Planning Division  1200 North Delsea Drive  Clayton, NJ 08312  Tel. (856) 307-6681  Fax (856) 307-6656  Email: <a href="mailto:rwestergaard@co.gloucester.nj.us">rwestergaard@co.gloucester.nj.us</a>  *Will accept electronic project proposals  *Only reviewing Superfund, Brownfields, Waste  Water, Water Supply and Hazardous Waste  projects</p>	<p><b>HEALTH</b></p> <p>Joe Eldridge  Assistant Commissioner  Division of Epidemiology, Environmental and  Occupational Health  3635 Quakerbridge Road  P.O. Box 369  Trenton, New Jersey 08625-0369  Tel. (609) 558-3120  Fax (609) 584-5370  Email: <a href="mailto:joe.eldridge@doh.state.nj.us">joe.eldridge@doh.state.nj.us</a></p>
<p><b>HUDSON</b></p> <p>Massiel Ferrara, Division Chief  Hudson County Division of Planning  Meadowview Campus, Bldg. 1, Floor 2  595 County Avenue  Secaucus, NJ 07094  Tel. (201) 217-5137 x 8  Fax (201) 795-7856  Email: <a href="mailto:mferrara@hcnj.us">mferrara@hcnj.us</a>  <a href="http://www.HudsonCountyNJ.org/division-of-planning.aspx">www.HudsonCountyNJ.org/division-of-planning.aspx</a>  *Will accept electronic project proposals</p>	<p><b>HUMAN SERVICES</b></p> <p>Ms. Patricia Holsneck  NJ Department of Human Services  222 S Warren Street  CN 700  Trenton, NJ 08625-0700</p>
<p><b>HUNTERDON</b></p> <p>Waive right to review all proposed projects</p>	<p><b>LABOR</b></p> <p>Waive right to review all proposed projects</p>

<p><b>LAW AND PUBLIC SAFETY</b></p> <p>Ms. Kelly Ottobre  Grants Coordinator  Office of Attorney General  NJ Department of Law and Public Safety  CN 081  Trenton, NJ 08625-0081</p>	<p><b>MERCER</b></p> <p>Ms. Donna M. Lewis, Director  Mercer County Division of Planning  Mc Dade Administration Building, Room 412  P.O. Box 8068  Trenton, NJ 08650-0068  Tel. (609) 989-6545  Fax (609) 989-6546  Email: <a href="mailto:dlewis@mercercounty.org">dlewis@mercercounty.org</a>  *Will accept electronic project proposals</p>
<p><b>MIDDLESEX</b></p> <p>Mr. George M. Ververides  Director of County Planning  Middlesex County Department of Planning  40 Livingston Avenue  New Brunswick, NJ 08901  Tel. (732) 745-3013  Fax (732) 745-3201</p>	<p><b>MILITARY AND VETERANS AFFAIRS</b></p> <p>Mr. Dean L. Arrighi  Installations Division  NJ Department of Military &amp; Veterans Affairs  Eggerts Crossing Road  P.O. Box 340  Trenton, NJ 08625-0340  Tel. (609) 530-7133  Fax (609) 530-6880  *Will <u>not</u> accept electronic project proposals</p>
<p><b>MONMOUTH</b></p> <p>Mr. Robert W. Clark  Director of Planning  County of Monmouth  One East Main Street  Freehold, NJ 07728  Tel. (732) 431-7460  Fax (732) 409-7540  Email: <a href="mailto:rclark@monmouthplanning.com">rclark@monmouthplanning.com</a>  *Will accept electronic project proposals</p>	<p><b>MORRIS</b></p> <p>Ms. Christine G. Marion, PP/AICP, Planning Director  Morris County Dept. of Planning &amp; Public Works  P.O. Box 900  30 Schuyler Pl., 4<sup>th</sup> Floor  Morristown, NJ 07963-0900  Tel. (973) 829-8120  Fax (973) 326-9025  Email: <a href="mailto:cmarion@co.morris.nj.us">cmarion@co.morris.nj.us</a>  Website: <a href="http://www.morrisplanning.org">www.morrisplanning.org</a>  *Will accept electronic project proposals  *Only reviewing proposals that are specific to  Brownfields, Superfund, Water Supply and  Wastewater programs.</p>
<p><b>NEW JERSEY MEADOWLANDS  COMMISSION</b></p> <p>Christine Ferrante  New Jersey Meadowlands Commission  1 DeKorte Park Plaza  Lyndhurst, NJ 07071  Tel. (201) 460-3804  Fax (201) 460-1722  Email: <a href="mailto:Christine.Ferrante@njmeadowlands.gov">Christine.Ferrante@njmeadowlands.gov</a>  *Will accept electronic project proposals</p>	<p><b>NEW JERSEY PINELANDS COMMISSION</b></p> <p>Ms. Stacey P. Roth, Esq.  Counselor  New Jersey Pinelands Commission  P.O. Box 7  New Lisbon, NJ 08604  Tel. (609) 894-7300  Fax (609) 894-7330  Email: <a href="mailto:legal@njpines.state.nj.us">legal@njpines.state.nj.us</a>  *Will accept electronic project proposals</p>

<p><b>OCEAN</b></p> <p><b>Mr. David J. McKeon, Director</b>  <b>Ocean County Planning Department</b>  <b>129 Hooper Avenue</b>  <b>P.O. Box 2191</b>  <b>Toms River, NJ 08754-2191</b>  <b>Tel. (732) 929-2054</b>  <b>Fax (732) 244-8396</b>  <b>Email: <a href="mailto:ocplanning@co.ocean.nj.us">ocplanning@co.ocean.nj.us</a></b>  <b>*Will accept electronic project proposals</b></p>	<p><b>PASSAIC</b></p> <p><b>Waive right to review all proposed projects</b></p>
<p><b>SALEM</b></p> <p><b>Louis C. Joyce, PP, AICP</b>  <b>County Planner</b>  <b>Salem County Planning Board</b>  <b>110 Fifth Street</b>  <b>Salem, NJ 08079</b>  <b>Tel. (856) 935-7510 Ext 8414</b>  <b>Fax (856) 856-935-3830</b>  <b>Email: <a href="mailto:ljoyce@salemcountynj.gov">ljoyce@salemcountynj.gov</a></b></p>	<p><b>SOMERSET</b></p> <p><b>Ms. Denise Katula, Grants Coordinator</b>  <b>Somerset County Administrator's Office</b>  <b>P.O. Box 3000</b>  <b>Somerville, NJ 08876-1262</b>  <b>Tel. 908-231-7517</b>  <b>Fax 908-231-1740</b>  <b>Email: <a href="mailto:Katula@co.somerset.nj.us">Katula@co.somerset.nj.us</a></b>  <b>*Will accept electronic project proposals</b></p>
<p><b>SUSSEX</b></p> <p><b>Mr. Eric K. Snyder, AICP, PP, Planning Director</b>  <b>Sussex County Division of Planning</b>  <b>County Administrative Center</b>  <b>One Spring Street</b>  <b>Newton, NJ 07860</b>  <b>Tel. (973) 579-0500</b>  <b>Fax (973) 579-0513</b>  <b>Email: <a href="mailto:esnyder@sussex.nj.us">esnyder@sussex.nj.us</a></b>  <b>*Will accept electronic project proposals</b></p>	<p><b>TRANSPORTATION</b></p> <p><b>Mr. Brent C. Barnes, AICP, PP</b>  <b>Director, Division of Systems Planning &amp; Research</b>  <b>NJ Department of Transportation</b>  <b>1035 Parkway Avenue</b>  <b>P.O. Box 609</b>  <b>Trenton, NJ 08625</b></p>
<p><b>UNION</b></p> <p><b>Kamal Saleh, Supervisor</b>  <b>Bureaus of Land Use and Transportation Planning</b>  <b>County of Union Dept of Parks and Com Renewal Administration Building</b>  <b>Elizabethtown Plaza</b>  <b>Elizabeth, NJ 07207</b>  <b>Tel. (908) 527-4268/ (908)558-2275</b>  <b>Fax (908) 527-4901</b>  <b>Email: <a href="mailto:ksaleh@ucnj.org">ksaleh@ucnj.org</a></b>  <b>*If the project has a direct environmental or traffic impact to the County then the Engineering Office should be notified.</b>  <b>*Will accept electronic project proposals</b></p>	<p><b>WARREN</b></p> <p><b>Mr. David K. Dech, Director</b>  <b>Warren County Planning Department</b>  <b>Suite 111</b>  <b>165 County Road 519s</b>  <b>Belvidere, NJ 07823-1949</b>  <b>Tel. (908) 475-6532</b>  <b>Fax (908) 475-6537</b>  <b>Email: <a href="mailto:planningdept@co.warren.nj.us">planningdept@co.warren.nj.us</a></b>  <b>*Will accept electronic project proposals</b></p>