# DEC Informal Review Request Form

## Pursuant to 18 AAC 15.185

### Address

<table>
<thead>
<tr>
<th>Air Quality</th>
<th>Spill Prevention &amp; Response</th>
<th>Environmental Health</th>
<th>Water</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alice Edwards, Director</td>
<td>Tiffany Larson, Director</td>
<td>Christina Carpenter, Director</td>
<td>Randy Bates, Director</td>
</tr>
<tr>
<td>Dept. of Env. Conservation</td>
<td>Dept. of Env. Conservation</td>
<td>Dept. of Env. Conservation</td>
<td>Dept. of Env. Conservation</td>
</tr>
<tr>
<td>P.O. Box 111800</td>
<td>610 University Avenue</td>
<td>555 Cordova Street</td>
<td>P.O. Box 111800</td>
</tr>
<tr>
<td>Juneau, AK 99811-1800</td>
<td>Fairbanks, AK 99709</td>
<td>Anchorage, AK 99501</td>
<td>Juneau, AK 99811-1800</td>
</tr>
<tr>
<td><a href="mailto:Alice.Edwards@alaska.gov">Alice.Edwards@alaska.gov</a></td>
<td><a href="mailto:Tiffany.Larson@alaska.gov">Tiffany.Larson@alaska.gov</a></td>
<td><a href="mailto:Christina.Carpenter@alaska.gov">Christina.Carpenter@alaska.gov</a></td>
<td><a href="mailto:Randy.Bates@alaska.gov">Randy.Bates@alaska.gov</a></td>
</tr>
<tr>
<td>Fax: (907) 465-5129</td>
<td>Fax: (907) 451-2362</td>
<td>Fax: (907) 269-7654</td>
<td>Fax: (907) 465-5177</td>
</tr>
</tbody>
</table>

### Requestor Contact Information

<table>
<thead>
<tr>
<th>Name*</th>
<th>Telephone*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address*</td>
<td>Fax</td>
</tr>
<tr>
<td>Email Address</td>
<td></td>
</tr>
</tbody>
</table>

* Required

### 1. Decision to be Reviewed

<table>
<thead>
<tr>
<th>Date of DEC Decision</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requests for Informal Review must be made within 20 days of the DEC decision.</td>
</tr>
</tbody>
</table>

Describe the decision to be reviewed.

For example, the decision may be a final permit, a final state certification of a federal permit, an enforcement action, etc. Be sure to include specifics such as reference numbers and dates.

**Examples**

1. DEC's May 1, 2009 decision to issue Waste Disposal Permit 2006DB0030 for the Camp Park

2. DEC's May 1, 2009 certification of U.S. Army Corps of Engineers permit POA-2008-9999 to place fill in wetlands to extend the Municipality, Alaska airport runway

3. DEC's May 1, 2009 Notice of Violation (No. 09-001) alleging violations of state air quality regulations by the Power Utilities power generation facility at Village, Alaska

4. DEC's decision to assess a $500 penalty against Power Utilities, Inc. as described in a May 1, 2009 letter from John Smith, DEC Environmental Protection Specialist

**1,500 Characters Maximum** (about 250 words)

If you need more space, please summarize and reference an attached document by filename.

See 18 AAC 15.185(a)(1)

[https://dec.alaska.gov/commish/review-guidance/informal-reviews/](https://dec.alaska.gov/commish/review-guidance/informal-reviews/)
2. Nature and Scope of Your Interests

Describe the specific nature and scope of your interest in the decision to be reviewed.

You may be the subject of the decision or you may otherwise be affected by the decision.

Examples
1. I am the permittee.
2. I am the recipient of the Notice of Violation.
3. I live 500 feet downstream and draw all water for my home residential purposes from the same stream to which the permit authorizes a discharge.
4. I use the bay to which the permit authorizes a discharge on an average of once per week to fish for salmon and to dig clams.

1,120 Characters Maximum (about 210 words)
If you need more space, please summarize and reference an attached document by filename.

See 18 AAC 15.185(a)1)
https://dec.alaska.gov/commish/review-guidance/informal-reviews/

3. How and the Extent to which Your Interests are Affected

Describe how your interests are “directly and adversely” affected by the decision.

Examples
1. To meet the conditions of the permit my company will have to install a new wastewater treatment facility at an approximate cost of $250,000. This represents approximately 25% of the company’s annual gross revenues.
2. The permit allows for discharge of pollutants at levels that will threaten my commercial fishing business. Fishing the water body produces approximately 10% of my annual income.
3. The department's decision would significantly diminish the value of my property because it allows for increases in air emissions that will be visible from my home.

1,700 Characters Maximum (about 300 words)
If you need more space, please summarize and reference an attached document by filename.

See 18 AAC 15.185(a)(1)
https://dec.alaska.gov/commish/review-guidance/informal-reviews/
4. Contested Terms or Conditions of the Decision and Proposed Alternatives

For each aspect, please include:
- The specific contested decision, condition or process you would like reviewed.
- An explanation as to why the decision is erroneous. (Be sure to include citations to documents and any other supporting information you are including in Section 5.)
- Your proposed alternative to correct or improve that aspect.

Example
Contested condition: Condition 7.5

Explanation: The condition, as written, requires use of fuel sulfur content methods that are outdated. The Air Quality Control regulations allow for DEC to specify alternative methods (18 AAC 60.040(d)). EPA has adopted the proposed ASTM methods as a preferred replacement for the older Method 11 methods currently specified in the permit. (See pages 9 and 10 of the attached EPA Technical Report dated March 2009.)

Proposed alternative: Analyze a representative sample of the fuel once per calendar year to determine the sulfur content using ASTM D4084, D5504, and D6222, 40 C.F.R. 60, Appendix A, Method 11.

4,350 Characters Maximum (about 800 words)
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https://dec.alaska.gov/commiss/review-guidance/informal-reviews/
5. Documents and Supporting Information

Provide a list of the documents and supporting information that you refer to in your responses in the previous section.

The description of each document or piece of supporting information should be as clear as possible. Attach copies of actual documents on the list that DEC may not have. You may also provide web addresses where the director can download documents.

Examples
- Copy of January 9, 2009 Anchorage Daily News legal advertisement
- April 23, 2008 letter from John Public, to John Power, Power Utilities, Inc.

2,150 Characters Maximum (about 390 words)
If you need more space, please summarize and reference an attached document by filename.

See 18 AAC 15.185(a)(1)
https://dec.alaska.gov/commission/review-guidance/informal-reviews/

Instructions for Submission

After this form has been completely filled out, you can either send it to the appropriate division director, along with any attached documents.

Email
Send this form and any supporting documents as attachments to the division director.

Mail
Mail this form and any supporting documents (in the same envelope) to the appropriate address found in the first section of this form, with attention to the director.

Fax
Using the appropriate fax number found in the first section of this form, please fax this form and any attached documents, with a cover sheet addressing the division director.