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## **§ 401 Water Quality Certification**

### **Pre-Filing Meeting Request Instructions and Guidelines**

Pursuant to 40 C.F.R § 121.4, a project proponent shall request a pre-filing meeting at least 30 days prior to submitting a request for certification.

To minimize confusion and avoid delays in process Water Quality Certification Applications, the Division of Water provides the following guidelines to assist applicants in meeting this federal requirement.

A pre-filing meeting request can be submitted by letter or email ([401WQC@ky.gov](mailto:401WQC@ky.gov)) to the Division of Water, prior to submission of a Water Quality Certification Application or with the Water Quality Certification Application. This request should be made at least 30 days prior to submission of a certification request. The pre-filing meeting request should include basic project information to determine the need and scope of certification. The request should include:

- Location (latitude and longitude)
- Purpose of the project
- Scope of work (brief description of the proposed activities)
- Maps or site plans showing the project area
- Proposed impacts to aquatic resources

Providing this information will allow the Division of Water to conduct a meaningful review and provide feedback during the pre-filing meeting.

#### **Example language to request a pre-filing meeting:**

[Applicant/Organization Name] is submitting this request for a pre-filing meeting pursuant to 40 C.F.R. § 121.4. Included with the pre-filing meeting request is the following materials:

- Location (latitude and longitude)
- Purpose of the project
- Scope of work (brief description of the proposed activities)
- Maps or site plans showing the project area
- Proposed impacts to aquatic resources