

(Agency Notice for Combustion Energy Project—“de minimis” Section 130 B projects)

**COMPANY LETTERHEAD**

[Date]

Ms. Mary E. Major  
Renewable Energy Policy Manager  
Department of Environmental Quality  
P. O. Box 1105  
Richmond, VA 23218  
[mary.major@deq.virginia.gov](mailto:mary.major@deq.virginia.gov)

Dear Ms. Major:

On behalf of **[company/applicant]**, I am hereby providing notice to the Department of Environmental Quality of our intention to construct a small renewable energy project (combustion) in **[city/county]**, Virginia, pursuant to Virginia Regulation 9VAC15-70-130.B. This project will be subject to provision 9VAC15-70-130.B because **[the rated capacity of the project will be a number equaling 5 megawatts or less OR the project meets exceeds a rated capacity of 5 megawatts but meets other criteria specified in the regulation]**.

**[Applicant should provide a brief description of the proposed project and its location - including geographic coordinates, the approximate dimensions of the site, description of the boilers, fuel, fuel delivery system (as they are applicable), and any other key characteristics. If the applicant is claiming coverage under 9VAC15-70-130.B because the project meets specified criteria other than rated capacity, then applicant should provide a full explanation in this paragraph of how the project meets these specified criteria. ]**

Attached to this letter, please find a certification by **[governing body of the locality or localities wherein the project will be located]** that the project complies with all applicable land use ordinances. **[If local government certification is not applicable (for instance, if the facility is located on federally-owned property), then the applicant should explain this fact.]**

If the Department has questions regarding this project, please contact **[name]** at **[email address and telephone number]**.

Sincerely yours,

**[name]**  
**[title]**

**[Note: Brackets indicate where applicant should provide project-specific information.]**