



Ohio Administrative Code

Rule 4906-2-04 Form and general content requirements for certificate applications.

Effective: May 30, 2024

(A) In addition to the requirements of rule 4906-2-03 of the Administrative Code, the following conditions apply to certificate applications:

- (1) Each page of the certificate application shall be numbered.
- (2) Copies of the standard certificate application shall be submitted in hard-cover, loose-leaf binders labeled with the following information:
 - (a) Name of applicant.
 - (b) Name of the proposed facility.
 - (c) Year of submittal of the certificate application.
 - (d) Case number.
- (3) Each certificate application shall be accompanied by a cover letter containing the following information:
 - (a) Name and address of the applicant.
 - (b) Name and location of the proposed facility.
 - (c) Name and address of the applicant's authorized representative.
 - (d) An explanation of any information that was presented by the applicant in the preapplication notification letter that has been revised by the applicant since the issuance of the letter.



(e) Notarized statement that the information contained in the certificate application is complete and correct to the best knowledge, information and belief of the applicant.

(B) The information contained within the certificate application shall conform to the requirements of Chapters 4906-4 to 4906-6 of the Administrative Code, whichever is applicable, except that a standard certificate application for a major utility facility which is related to a coal research and development project as defined in section 1555.01 of the Revised Code, or to a coal development project as defined in section 1551.30 of the Revised Code, submitted to the Ohio coal development office for review under division (B)(8) of section 1551.33 of the Revised Code, shall be the full final proposal as accepted by the Ohio coal development office.

(C) The following general instructions apply to certificate applications:

(1) The costs and benefits of the direct and indirect effects of siting decisions shall be expressed in monetary and quantitative terms whenever doing so is practicable. All responses shall be supported by:

(a) An indication of the source of data.

(b) The assumptions made.

(c) The methods of reaching the conclusions.

(d) The justification for selection of alternatives.

(2) Information filed by the applicant in response to the requirements of one section without a clear reference to the information that was given in a prior section shall not be deemed responses to any other section of the certificate application requirements.

(3) If an applicant asserts that a particular requirement is not applicable to the proposed facility, the applicant must provide an explanation why the requirement is not applicable.

(4) Information shall be derived from onsite surveys, as needed, and the best available, most current



reference materials. The applicant shall provide all required information for each facility alternative.

(5) The applicant may provide a copy of any study produced by or for the applicant for the proposed project as an attachment to the application. The study may be submitted in response to a specific requirement, provided that the information contained therein is responsive to the requirement. A brief summary of the study shall be provided in the body of the application.

(6) If the applicant has prepared the required hard copy maps using digital, geographically referenced data, an electronic copy of all such data, excluding data obtained by the applicant under a licensing agreement which prohibits distribution, shall be provided to staff on a portable solid state drive concurrent with submission of the application.

(7) All maps shall be produced at a scale such that all required features are legible, with minimal overlap. If a map requires shading or colors to distinguish different classes of the same feature (e.g., land use types), no more than six colors or shading patterns should be used for one set of features. Mapping requirements may be combined in a common map or maps, provided that the common map(s) remain legible and references to the common map(s) are included in the application. Maps shall include a representation of the map scale and the date upon which the map was produced.