

Waterway Crossings (Culverts, Clear Span Bridges, Fords)

General Permit Application Checklist
Form 3500-130 (R 04/2024)

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Determine eligibility for this general permit:

- Choose an activity decision module on web, <http://dnr.wi.gov/topic/waterways>, **or**
- Review the eligibility criteria below. If the project does not meet all of the eligibility standards, apply for an Individual Permit

To apply:

- Contact your local [Water Management Specialist](#) to have a pre-application meeting to discuss your project proposal.
- Apply online using our online ePermitting System at <http://dnr.wi.gov/permits/water>.
- Include all required attachments. Each document must be less than 15 megabytes and our online system offers a help guide to reduce file sizes,
- Permit processing review times begin when all of the required application materials are received by the DNR. The Department may require additional information to evaluate the project.
- Your signed submittal of this project application checklists constitutes a request that certifying authority (State of Wisconsin) review and take action on this CWA 401 certification request, as required, within the applicable reasonable period of time.

Please note, prior to starting any work at the project site, you are responsible for:

- Obtaining all necessary local (e.g. city, town, village or county) permits.
- Obtaining U.S. Army Corps of Engineer permits or approvals, <http://www.mvp.usace.army.mil/Missions/Regulatory.aspx>. for more information about the U.S. Army Corps of Engineers.
- Obtaining any other applicable state permits.

Required attachments - Forms or documents you upload in our online ePermitting System

- 1. Application form** - A complete, signed application form "Water Resources Application for Project Permits (WRAPP)" (Form 3500-053).
- 2. Application Checklist** – a signed copy of the permit application checklist certifying that the applicant agrees to meet the eligibility criteria and permit conditions established in WDNR GP21-2021.
- 3. Application fee** - Payment must be submitted through the ePermitting System as part of the application process. A list of fees can be found at https://dnr.wisconsin.gov/sites/default/files/topic/Waterways/WW_Permit_Fees_July_1_2023.pdf.
- 4. Ownership Documentation** - (i.e. copy of deed, land contract, current property tax statement/receipt)
- 5. Photographs** that clearly show the on-the-ground conditions of the existing project areas. Remember that too much snow cover or vegetation may obscure important details. If possible, have another person stand near the project area for size reference. Color images are preferred.
- 6. Site Maps** that clearly illustrate the location and perimeter of the project site, and its relationship to nearby water resources (e.g. lakes, rivers, streams, wetlands), major landmarks and roads. Provide copies of relevant maps (e.g. wetland, aerial, topographical, soil, floodplain, or zoning maps), with the project location clearly identified. The Department offers a web mapping tool to assist in creating these maps at <http://dnr.wi.gov/topic/surfacewater/swdv/>.
- 7. Plans and specifications** that show what you intend to do. Plan drawings should be clear and to scale and include:
 - The location of the project relative to the Ordinary High Water Mark.
 - Pertinent dimensions of the waterway to be crossed and the structure proposed to be placed, including but not limited to stream channel width, depth, and bank heights, and crossing length, width, height, culvert diameter (if applicable) and placement relative to the stream bed and banks.
 - Crossing approach details (associated dimensions and siting information)
 - The location of silt fences or any other sediment control devices.
 - Supporting documentation, such as the [culvert sizing worksheet](#), or other methods utilized to determine appropriate culvert sizing (if applicable).

Please refer to these sample drawings for assistance developing your plans and specifications: [Culvert Sample Drawing](#), [Engineered Culvert Sample Drawing](#), [Clear Span Bridge Sample Drawing](#), [Ford Crossing Sample Drawing](#).

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8. Narrative description of your proposal on a separate page. Please include:

- What the project is, purpose of project, and need for the project
- Acknowledgement or description of ongoing local regulatory (shoreland and/or floodplain zoning) coordination
- How you intend to carry out the project, including methods, materials, and equipment
- Your proposed construction schedule and sequence of work
- What temporary and permanent erosion control measures will be used
- The location of any disposal area for dredged or excavated materials
- For disturbances or fill, provide a description of type, composition, and quality of materials
- How you plan to avoid or minimize impacts to wetlands and waterways
- Area (e.g. linear feet) impacted
- Any request for a navigational clearance waiver or waiver to standard fishery protection construction timing restrictions
- Supporting documentation from local shoreland and/or floodplain zoning regulatory authorities.
- Supporting documentation authorizing any incidental wetland disturbance associated with the project.

9. Endangered and Threatened Resources - The applicant is not required, but is encouraged to request an endangered resources (ER) review letter before applying for the permit. Information on how to obtain a review can be found by visiting the website at <http://dnr.wi.gov/topic/ERReview/Review.html>. The applicant can also visit the NHI Public Portal, <https://dnr.wisconsin.gov/topic/erreview/PublicPortal>, to determine if a full ER Review is required. Read the 'What is an ER Preliminary Assessment and what do the results mean?' section to determine follow-up steps.

10. Historical and Cultural Resources - If you are aware there is a historical or cultural resource present, you are **required** to contact the Wisconsin State Historical Society to verify and receive documentation that the activity will not result in an adverse impact to these resources.

Eligibility Criteria:	
Projects that do not meet the "general standards for waterway projects" criteria are not eligible for the general permit. Projects may meet the eligibility standards for some specific activities and not others. If your project meets the eligibility standards for some specific activities and not others, you can conduct the activities that the project meets the standards for or you may apply for an individual permit. Your acceptance of coverage under this permit and your efforts to begin work on the project signify that you have read, understood and agreed to follow all conditions of this permit.	
General Standards for Waterway Projects	
	<input type="checkbox"/>
The project purpose is to place a waterway crossing to allow for access across a navigable river or stream and does not result in significant adverse impacts to the public rights and interests, cause environmental pollution as defined in s. 299.01(4), Wis. Stats., or result in material injury to the riparian rights of any riparian owner pursuant to s. 30.206(3r)(a)2., Wis. Stats., nor does it cause more than minimal adverse environmental impacts, materially interfere with navigation, nor have an adverse impact on the riparian property rights of adjacent riparian owners pursuant to s. 30.206(1)(am), Wis. Stats.	<input type="checkbox"/>
Projects proposed in locations with existing recorded deed restrictions within the project area, including easements limiting construction and land use activities, are not eligible for this general permit. Note: Department Chs. 30 and 281 Wis. Stats. permits do not supersede any legal restrictions on the use of land	<input type="checkbox"/>
Structures over lake outlets and lake systems are not eligible for this permit.	<input type="checkbox"/>
	<input type="checkbox"/>
The placement and installation of waterway crossing structures placed on the bed of a river or stream (culvert or ford crossings) shall mimic the natural streambed and gradient above and below the structure to allow for aquatic organism passage (AOP) where appropriate, and not result in a permanent impoundment of water upstream of the crossing location. (note: culverts on streams 2% gradient or greater may require additional culvert design considerations to allow for AOP).	<input type="checkbox"/>

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Culvert Crossing Eligibility Criteria	
1. The culvert crossing shall not be placed in a stream wider than 35 feet as measured from ordinary high water mark to ordinary high water mark.	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
5. Multiple culvert designs must provide adequate spacing between culverts to allow for compaction between pipes during installation in order to prevent piping or washout (Note: The lesser of .5 pipe diameter or 3' for culverts larger than 48" or ≥ 24 " for culverts 48" in size or less).	<input type="checkbox"/>
	<input type="checkbox"/>

Clear Span Bridge Eligibility Criteria	
The clear span bridge shall not be located on a wild river designated under Ch. NR 302, Wis. Admin. Code, or where similar federal, state or local regulations prohibit the construction	<input type="checkbox"/>
The bridge shall completely span the navigable stream from top of the channel to top of the channel with no support pilings in the stream.	<input type="checkbox"/>

Ford Crossing Eligibility Criteria	
<p>The ford shall not be located in an Area of Special Natural Resource Interest (ASNRI) or Public Rights Feature (PRF), unless it is constructed for an agricultural use as defined in s. 30.40 (1), Wis. Stats.</p> <p>Note: To determine if a waterway is an ASNRI or PRF, you may use the Designated Waters Theme on DNR's Surface Water Data Viewer: http://dnr.wi.gov/topic/surfacewater/swdv/</p>	<input type="checkbox"/>
The ford shall only be constructed where the stream width is less than 100 feet, the normal stream depth is less than 2 feet	<input type="checkbox"/>
	<input type="checkbox"/>

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Certification

I certify that I have read and understand all project eligibility criteria and agree to design and construct my project in accordance with all listed eligibility criteria found in this checklist. In addition, I agree to meet all conditions required for structure placement as identified in WDNR-GP21-2021.

- This form may be signed electronically, pursuant to Wis. Stat. Chapter 137. By checking the electronic signature acknowledgement box and typing your name, you are expressing intent to sign this form and certifying that all information contained herein is true, accurate, and complete, to the best of my knowledge and belief. If you decline to sign this form electronically, you must physically sign this form and all other forms required for your project.*

Signature _____ Date signed _____

