

## Dredging – Small Scale Dredging of Lakes and Streams General Permit Application Instructions

### 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

### This general permit requires you to submit preliminary dredging project information:

1. To comply with the requirements in NR 347.05, Wis. Adm. Code and prior to submission of an application, applicants shall provide the department with preliminary dredging project information including:
  - a. Name of waterbody and location of project;
  - b. Volume of material to be dredged;
  - c. Brief description of dredging method and equipment, including any containment BMPs to be used;
  - d. Brief description of how the dewatering discharge from the dredged material will be managed;
  - e. Brief description of the proposed dredged material disposal method and location and, if a disposal facility is to be used, size of the disposal facility, including a Waste Material Management Self- certification Exemption for Dredge Material Flowchart <http://dnr.wi.gov/topic/Waterways/documents/PermitDocs/WMMselfcertExemptionDredgedMaterial.pdf>
  - f. Any previous sediment sampling (including field observations) and analysis data from the area to be dredged or from the proposed disposal site;
  - g. Copy of a map showing the area to be dredged, the depth of cut, the specific location of the proposed sediment sampling sites and the bathymetry of the area to be dredged; and
  - h. Anticipated starting and completion dates of the proposed project.

NOTE: Considering the preliminary information provided by the applicant and the factors described in #25, the Department shall then make a determination within 30 business days if there is reason to believe that the material proposed to be dredged is contaminated. This initial evaluation by the Department may be used in specifying sediment sampling and analysis required under s. NR 347.06, Wis. Adm. Code.

2. The department will review your preliminary dredging project information and contact you about any required sediment sampling or general permit eligibility questions.
3. After you have carefully confirmed that your project meets the purpose and all the terms and conditions of this permit, submit a complete application package, outlined below, to the Department. The complete application package should be received a minimum of 30 calendar days before the desired project start date. To apply for a permit, visit Department's e-permitting system at: <https://dnr.wi.gov/Permits/Water/>.

### To apply:

- 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.
- If you have questions regarding your application, contact the local Water Management Specialist for your county <http://dnr.wi.gov/topic/Waterways/contacts.html#county>.
- Your signed submittal of this project application checklist 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:

- Obtain all necessary local (e.g. city, town, village or county) permits.
- Obtain U.S. Army Corps of Engineer permits or approvals, <http://www.mvp.usace.army.mil/Missions/Regulatory.aspx>.
- Any other applicable state permits.

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**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 fee** - Payment must be submitted through the ePermitting System as part of the application process. A list of fees can be found at <http://dnr.wi.gov/topic/waterways/documents/PermitDocs/feesheet.pdf>.
3. 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 GP17-2023.
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/swdvl/>.
7. **Plans and specifications** that show what you intend to do. Plan drawings should be clear and to scale, and show all of the following:
  - a) The methods, materials, and equipment that will be used to carry out the project.
  - b) The location and type of temporary and permanent silt fences or any other sediment/erosion control devices.
  - c) Top, side, and cross section plan profiles with appropriate measurements for the proposed project.
  - d) The construction schedule and sequence of work.
  - e) Area impacted for projects that impact waterways.
  - f) The location of any disposal area for dredged or excavated materials, if applicable.
8. **Narrative description** of your proposal on a separate page. Please include:
  - a) What the project is, purpose of project, and need for the project
  - b) How you intend to carry out the project, including methods, materials, and equipment
  - c) Your proposed construction schedule and sequence of work
  - d) What temporary and permanent erosion control measures will be used
  - e) The location of any disposal area for dredged or excavated materials
  - f) For disturbances or fill, provide a description of type, composition, and quality of materials
  - g) How you plan to avoid, minimize and mitigate impacts to waterways
  - h) Area (e.g. linear feet) impacted
9. **Proof of pre-application requirement submittal** - This would either be documentation from the local reviewer saying that no sampling will be required, or sampling results from the project area.
10. **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, <http://dnr.wi.gov/topic/ERReview/PublicPortal.html>, 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.
11. **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.





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**General Permit Application Checklist**

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<b>Eligibility Standards Applicable to Dredging in Streams</b>	
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<b>Eligibility Standards Applicable to Dredging in Lakes Ponds, and Impoundments</b>	
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## Other Authorities

- By checking this box, I certify that the proposed project will not occur in a mapped floodplain (official Federal Emergency Management Agency (FEMA) or local zoning map), or if the project is located in a regulated floodplain, I am obtaining or have obtained applicable floodplain permits or approvals from the local zoning authority.

## 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 the above referenced eligibility criteria.

- 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 your 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 \_\_\_\_\_

