

# AQUATIC RESOURCES SPREADSHEET

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Utah Section

14 MAR 2024



U.S. ARMY



US Army Corps  
of Engineers®



# AQUATIC RESOURCES UPLOAD SHEET

- Excel spreadsheet required by the Minimum Standards for Acceptance of Aquatic Resources Delineation Reports
- Facilitates efficient and accurate data entry into the Corps' database.
- Contains validation tools to ensure accuracy of the data before submitting to the Corps.
- Upfront validation will alleviate for back-and-forth correspondence between the requester and the Corps to correct any possible errors in the data.



# AQUATIC RESOURCES UPLOAD SHEET

- <https://www.spk.usace.army.mil/Missions/Regulatory/>



## Useful Links

[Public Notices](#)

[Regulatory Program Workshops](#)

[Jurisdiction](#)

[Aquatic Resources Delineation](#)

[General Permits](#)

[Nationwide Permits](#)

[Letters of Permission](#)

[Standard Permits](#)

[Mitigation](#)

[Permit Strategies for HCPs](#)

[Endangered Species](#)

[Cultural Resources](#)

[Tribal Consultation](#)

[Environmental Impact Statements](#)

[Public Meetings](#)

## Questions about the Regulatory Program or 408 Program?

Call: (916) 557-5250

Email: [SPKRegulatoryMailbox@usace.army.mil](mailto:SPKRegulatoryMailbox@usace.army.mil)

## The Regulatory Program

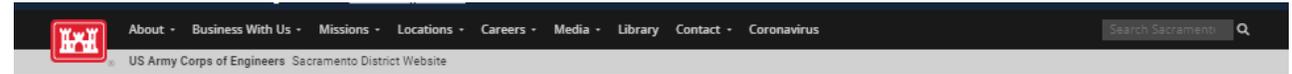
The Department of the Army's Regulatory Program is one of the oldest in the federal government. Initially, it served a simple purpose: to protect and maintain the navigable capacity of the nation's waters. Changing public needs, evolving policy, court decisions and new statutory mandates have changed several aspects of the program including its breadth, complexity and authority.

The U.S. Army Corps of Engineers, through the Regulatory Program, administers and enforces Section 10 of the Rivers and Harbors Act of 1899 (RHA) and Section 404 of the Clean Water Act (CWA). Under RHA Section 10, a permit is required for work or structures in, over or under navigable waters of the United States. Under CWA Section 404, a permit is required for the discharge of dredged or fill material into waters of the United States. Many waterbodies and wetlands in the nation are waters of the United States and are subject to the Corps' regulatory authority.

The Regulatory Program is committed to protecting the Nation's aquatic resources and navigation capacity, while allowing reasonable development through fair and balanced permit decisions. The Corps evaluates permit applications for essentially all construction activities that occur in the Nation's waters, including wetlands.



# AQUATIC RESOURCES UPLOAD SHEET



Home / Missions / Regulatory / Jurisdiction / Aquatic Resources Delineation

## Aquatic Resources Delineation

Submit your Aquatic Resource Delineation Report to [SPKRegulatoryMailbox@usace.army.mil](mailto:SPKRegulatoryMailbox@usace.army.mil).

The Corps of Engineers receives thousands of requests each year to perform aquatic resources delineations for potential applicants for permits under Section 404 of the Clean Water Act.

Due to limited staff and resources, response time can be several months or longer.

To expedite this process, the District encourages applicants to use consultants to conduct preliminary wetland delineations, especially for large and/or complex areas.

Delineations, which meet our minimum standards may then be submitted to the District for review and verification.

- [National Wetland Plant List \(NWPL\)](#)
- [Minimum Standards for Acceptance of Aquatic Resources Delineation Reports](#)
- [Updated Map and Drawing Standards for the South Pacific Division Regulatory Program](#)
- [List of Wetland Consultants](#)

## Aquatic Resource Upload Sheet

A completed copy of the Aquatic Resources Excel spreadsheet, found in the ZIP archive linked below, is required by the Sacramento District's Minimum Standards for Acceptance of Aquatic Resources Delineation Reports. This spreadsheet facilitates efficient and accurate data entry of the aquatic resources into the Corps' database. The spreadsheet contains validation tools to ensure accuracy of the data before submitting to the Corps. Performing the validation upfront will alleviate the need for back-and-forth correspondence between the requester and the Corps to correct any possible errors in the data.

To run the validation tool, first enter all data in the appropriate columns and tabs. Ensure that for each aquatic resource, the amount field contains a value greater than zero. If data is copied into the worksheet using the Paste Tool, ensure that you paste only the values, as other paste methods can alter the format and cause the validation to fail. Once you have completed entering the data and have saved the document as a XLSM file, click the gold shield at the top of the workbook window. The tool has a tool-tip showing "Validate Worksheets." After clicking this button, validation of data is performed and any possible errors are added to the Validation tab. This tab is opened after the process is complete to allow the user to see the output. The validation output includes the tab (data type), column, and cell for where the possible error was found and a brief explanation of the issue. The majority of the validation checks are captured in the Rules tab of the workbook.

If you encounter any issues in using the validation tool or the new workbook, or if you have any questions, please contact your local Point of Contact, who can be found using the interactive map available on our [Contact Your Local Office](#) page.

- [Aquatic Resources Excel Spreadsheet \(\(Amended 2023 Rule\)\)](#)
- [Aquatic Resources Excel Spreadsheet \(Pre-2015 Post-Sackett Regime\)](#)

## National Manuals

- [Corps of Engineers Wetlands Delineation Manual \(on-line edition\)](#)
- [National Ordinary High Water Mark Field Delineation Manual for Rivers and Streams \(Interim Version\)](#)

## Regional Supplements

### Arid West

- [Arid West Supplement \(Version 2\) September 2008](#)
- [Arid West Data Form \(User Guide\) \(Excel Automated Data Sheet\) \(PDF\)](#)
- [A Field Guide to the Identification of the Ordinary High Water Mark \(OHWM\) in the Arid West Region of the Western United States](#)
- [Ordinary High Flows and the State-Discharge Relationship in the Arid West Region](#)

California and Nevada



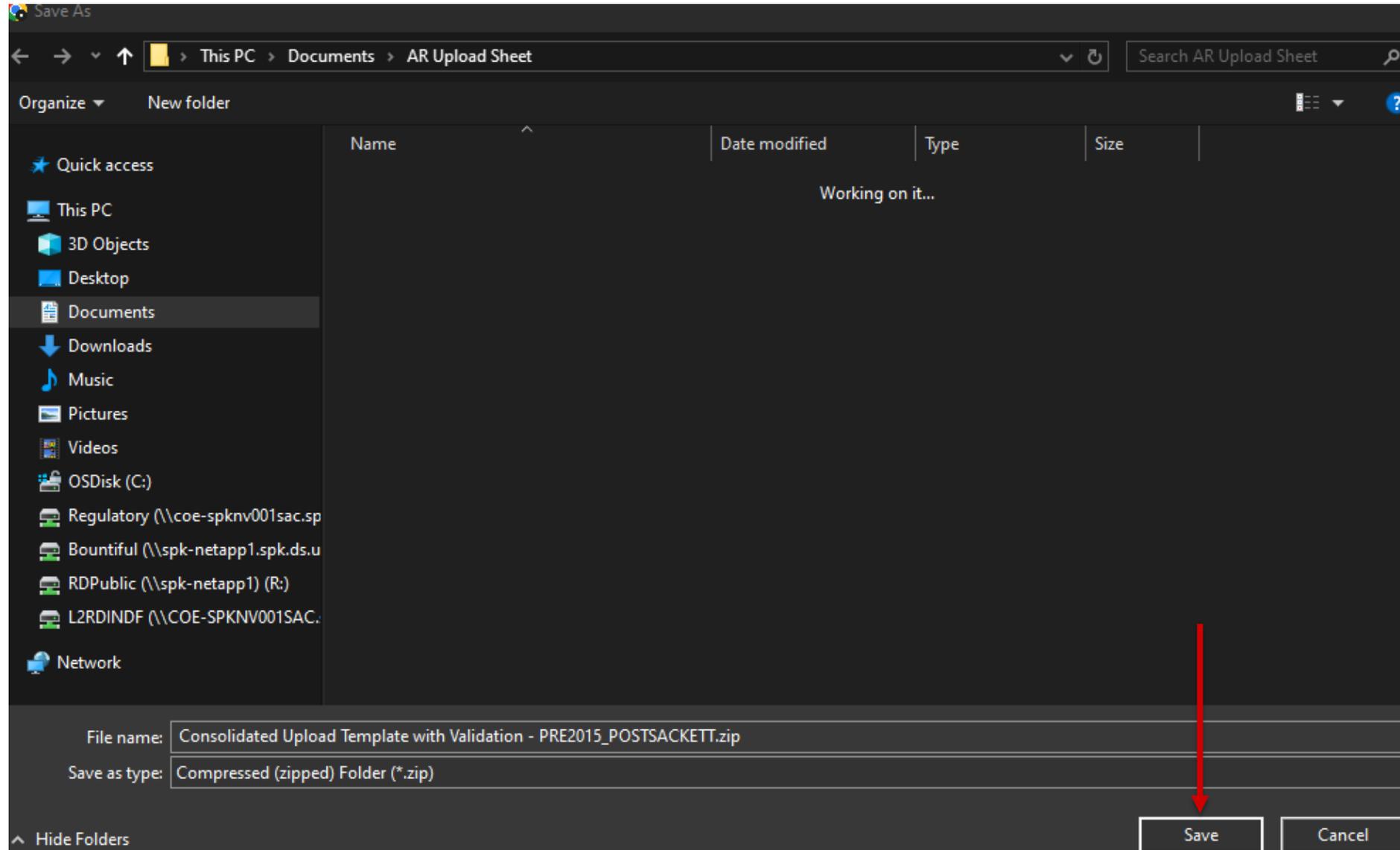
- [Aquatic Resources Excel Spreadsheet \(\(Amended 2023 Rule\)\)](#)
- [Aquatic Resources Excel Spreadsheet \(Pre-2015 Post-Sackett Regime\)](#)

Utah



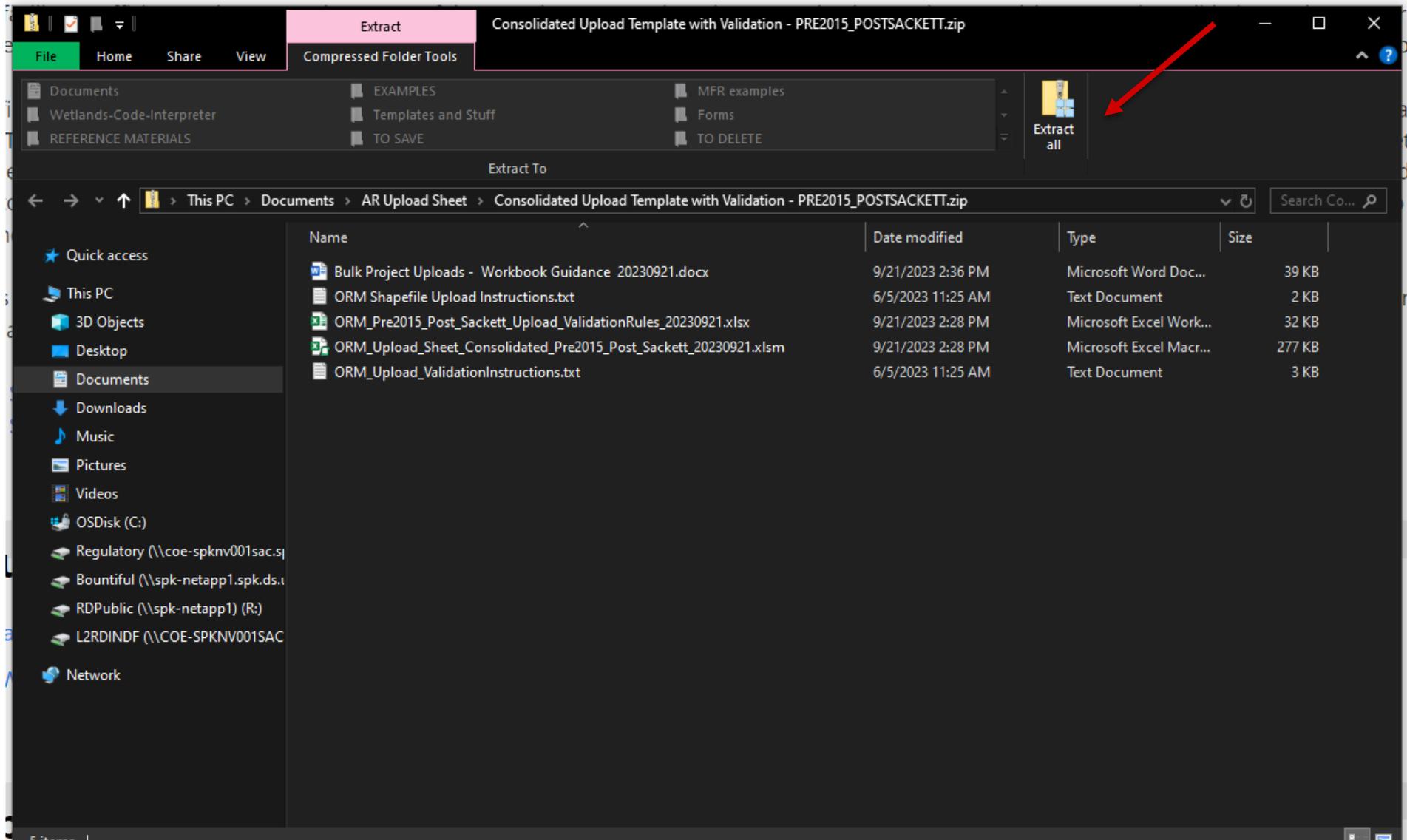


# AQUATIC RESOURCES UPLOAD SHEET

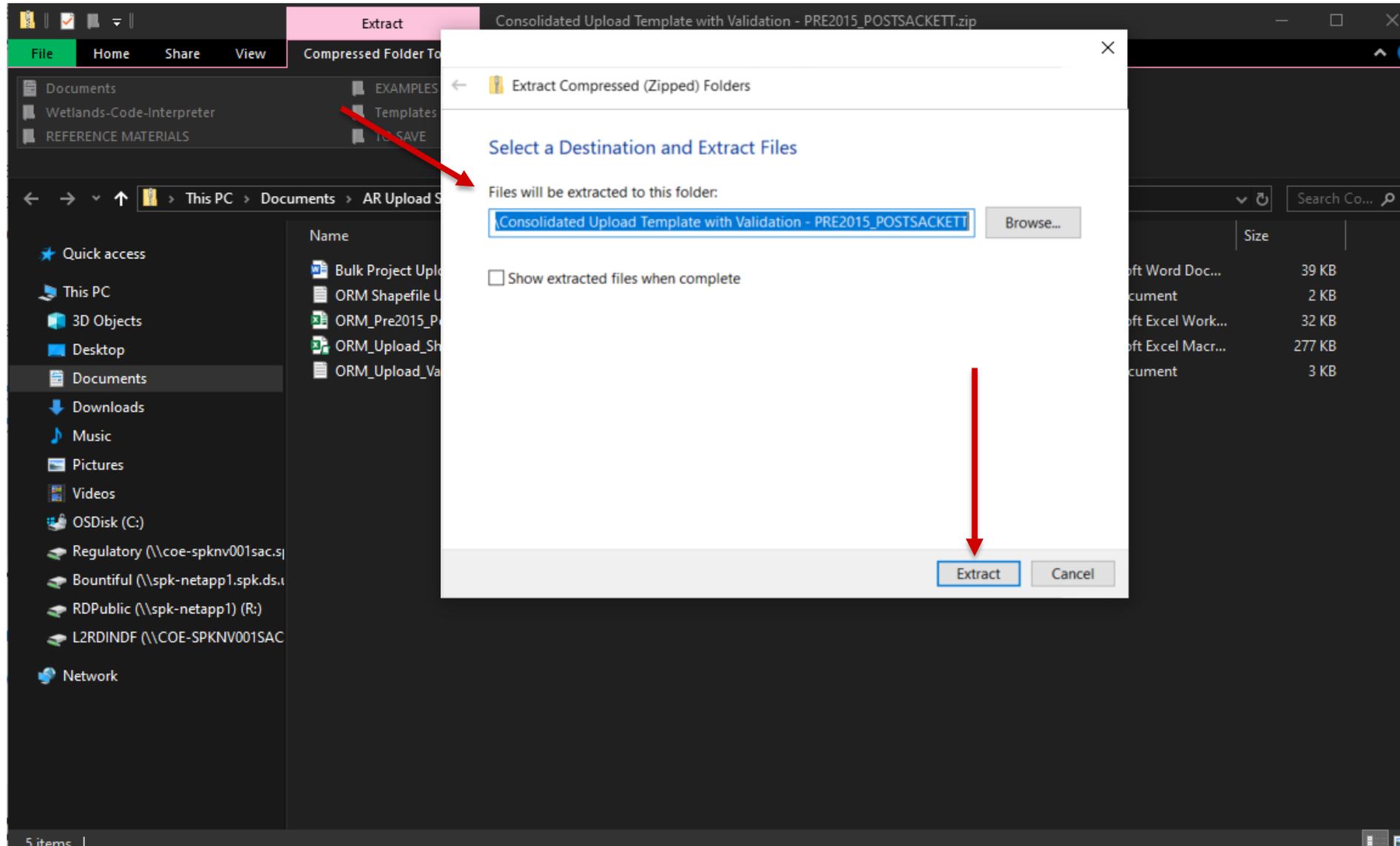




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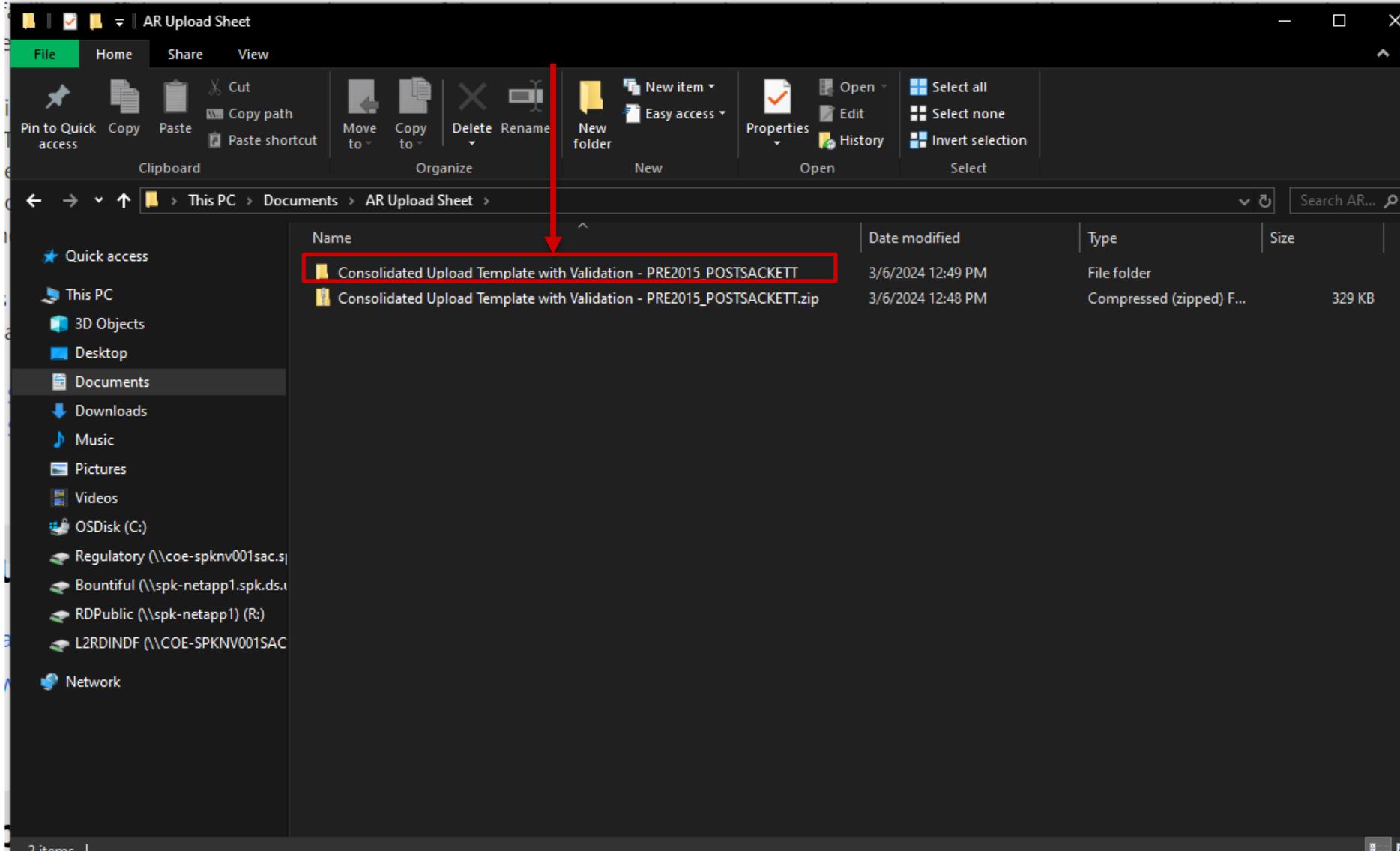


# AQUATIC RESOURCES UPLOAD SHEET





# AQUATIC RESOURCES UPLOAD SHEET





# AQUATIC RESOURCES UPLOAD SHEET

The screenshot shows a Windows File Explorer window titled "Consolidated Upload Template with Validation - PRE2015\_POSTSACKETT". The address bar shows the path: "This PC > Documents > AR Upload Sheet > Consolidated Upload Template with Validation - PRE2015\_POSTSACKETT". The left sidebar shows the "Documents" folder selected. The main pane displays a list of files with columns for Name, Date modified, Type, and Size. The file "ORM\_Upload\_Sheet\_Consolidated\_Pre2015\_Post\_Sackett\_20230921.xlsm" is highlighted with a red box, and a red arrow points to it.

Name	Date modified	Type	Size
Bulk Project Uploads - Workbook Guidance 20230921.docx	9/21/2023 2:36 PM	Microsoft Word Docum...	39 KB
ORM Shapefile Upload Instructions.txt	6/5/2023 11:25 AM	Text Document	2 KB
ORM_Pre2015_Post_Sackett_Upload_ValidationRules_20230921.xlsx	9/21/2023 2:28 PM	Microsoft Excel Worksh...	32 KB
<b>ORM_Upload_Sheet_Consolidated_Pre2015_Post_Sackett_20230921.xlsm</b>	9/21/2023 2:28 PM	Microsoft Excel Macro...	277 KB
ORM_Upload_ValidationInstructions.txt	6/5/2023 11:25 AM	Text Document	3 KB



# AQUATIC RESOURCES UPLOAD SHEET

AutoSave  Off ORM\_Upload\_Sheet\_Consolidated\_Pre2015\_Post\_Sack...

File Home Insert Page Layout Formulas Data Review View Help

Paste Arial 10

Clipboard Font Alignment Number

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**OMBIL Regulatory Module (ORM)**  
Project Upload Template

Version Date: 29-Jan-2024

The zip archive of upload template documents must first be downloaded and saved to your local disk.  
The template file(s) must then be extracted from the zip archive and also saved to your local disk before using them.  
If the template file is not first saved to your local disk, the data validation macros will not function.

Please be aware: if older versions of Microsoft Office or Excel are utilized with this template, the user may experience issues with the functionality and features of this template.

Reminder: when using copy/paste to transfer data from one template to another, you must not use the regular paste functionality. This will cause formatting issues. Instead, use the "paste values" functionality.

**Change Log**

16-Jan-24 Current Version

- Functionality added to catch duplicate water names on the JD worksheet
- Code added to catch invalid State names on AqResource/JD worksheets

ORM? Version Request Details AqResources Impacts Mit-PermitteeResp MitBank



# AQUATIC RESOURCES UPLOAD SHEET

AutoSave  Off CRM\_Upload\_Sheet\_Consolidated\_Pre2015\_Post\_Sack... • Saved to this PC Fresard, Nicole D CIV USARMY CE

File Home Insert Page Layout Formulas Data Review View Help ProjectWise Acrobat

Clipboard Font Alignment Number Styles Cells Editing

A21

	A	B	C	D	E	F
1	<b>PROJECT UPLOAD REQUEST DETAILS*</b>					
2	DA #					
3	So that the ORM team may accurately understand the requirements for this project upload, please provide the details of how the included data is to be loaded.					
4	Specify clearly which data needs to be uploaded to ORM, and which is to be finalized. Provide Required Additional Information as described in the explanation below.					
5						
6		<b>Load</b>	<b>Finalize</b>		<b>Required Additional Information</b>	
7	Aquatic Resources	Yes	Yes	Loaded at District?		
8	Impacts			Permit Action ID?		
9	Mitigation-Permittee Responsible			Permit Action ID?		
10	Mitigation Bank / ILF			Permit Action ID?		
11	NWP			JD ID? Reasons for Delay?		
12	Pre2015_Post_Sackett_JD					
13	RGP / PGP			JD ID? Reasons for Delay?		
14	<b>Required Additional Information explanation:</b>					
16	<i>Loaded at District?</i> For ARs, please indicate whether the data has been already loaded by the District Administrators.					
17	<i>Permit Action ID?</i> When Impact and/or Mitigation are provided, but not loading a Permit, you must provide the ACTION ID of one unfinalized Permit to which the data is to be tied.					
18	<i>JD ID?</i> For NWP or RGP/PGP: if the permit is to be tied to a JD, but the JD information is not included for upload, please provide the ID of the JD to which the uploaded permits should be associated. (The id can be viewed by hovering over the specific JD in the JD lists.) Also consider including the Begin and End dates for the JD.					
19	<i>Reasons For Delay?</i> For NWP or RGP/PGP, if the Permit End Date is more than 60 days past the Date Received, then please specify the Delay Reason information. (Multiple Delay Reasons may be provided.)					
20						
21						

Version Request Details AqResources Impacts Mit-PermitteeResp MitBank\_ILF NWP Pre2015\_Post\_Sackett\_JD RGP\_PGP Valic ...

Enter Accessibility: Investigate Display Settings



# AQUATIC RESOURCES UPLOAD SHEET

The screenshot shows the Microsoft Excel interface with the following details:

- File Name:** ORM\_Upload\_Sheet\_Consolidated\_Pre2015\_Post\_Sackett\_20240129.xlsm
- User:** Fresard, Nicole D CIV USARMY CESP (USA)
- Active Tab:** Validation
- Worksheet:** Request Details
- Grid Data:**

Worksheet	Column	Cell	Warning
Request Details	DA#	B2	DA# Not Entered
- Validation Rule:** A red box highlights the error message "DA# Not Entered" in cell D2, which is linked to cell B2.
- Navigation:** A red arrow points from the error message to the "Validation" tab in the bottom ribbon.



# AQUATIC RESOURCES UPLOAD SHEET

AutoSave Off EXAMPLE Upload\_Sheet\_Consolidated\_Pre2015\_Post\_Sackett - 29 JAN 202... Search Fresard, Nicole D CIV USARMY CESP (USA) FN

File Home Insert Page Layout Formulas Data Review View Help ProjectWise Acrobat

Clipboard Font Alignment Number Styles Cells Editing Sensitivity Add-ins Adobe Acrobat

111

	A	B	C	D	E	F	G	H	I	J	
1	<b>PROJECT UPLOAD REQUEST DETAILS</b>										
2	DA #	SPK-0000-00000									
3	So that the ORM team may accurately understand the requirements for this project upload, please provide the details of how the included data is to be loaded.										
4	Specify clearly which data needs to be uploaded to ORM, and which is to be finalized. Provide Required Additional Information as described in the explanation below.										
5											
6		<b>Load</b>	<b>Finalize</b>	<b>Required Additional Information</b>							
7	Aquatic Resources	YES	YES	Loaded at District?							
8	Impacts			Permit Action ID?							
9	Mitigation-Permittee Responsible			Permit Action ID?							
10	Mitigation Bank / ILF			Permit Action ID?							
11	NWP			JD ID? Reasons for Delay?							
12	Pre2015_Post_Sackett_JD										
13	RGP / PGP			JD ID? Reasons for Delay?							
14											
15	<b>Required Additional Information explanation:</b>										
16	Loaded at District? For ARs, please indicate whether the data has been already loaded by the District Administrators.										
17	Permit Action ID? When Impact and/or Mitigation are provided, but not loading a Permit, you must provide the ACTION ID of one unfinalized Permit to which the data is to be tied.										
18	JD ID? For NWP or RGP/PGP: if the permit is to be tied to a JD, but the JD information is not included for upload, please provide the ID of the JD to which the uploaded permits should be associated. (The id can be viewed by hovering over the specific JD in the JD lists.) Also consider including the Begin and End dates for the JD.										
19	Reasons For Delay? For NWP or RGP/PGP, if the Permit End Date is more than 60 days past the Date Received, then please specify the Delay Reason information. (Multiple Delay Reasons may be provided.)										
20											
21	<b>SHAPEFILE UPLOAD REQUEST DETAILS **</b>										
22	Specify the Filenames that contain geometry data for the ARs and/or Project Location to be loaded into ORM.										
23											

Version Request Details AqResources Impacts Mit-PermitteeResp MitBank\_ILF NWP Pre2015\_Post\_Sackett\_JD RGP\_PGP Validation Rules Ref\_Help ...

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# AQUATIC RESOURCES UPLOAD SHEET

AutoSave Off | ORM\_Upload\_Sheet\_Consolidated\_Pre2015\_Post\_Sackett\_20240129.xlsm | Fresard, Nicole D CIV USARMY CESPK (USA) FN

File Home Insert Page Layout Formulas Data Review View Help ProjectWise Acrobat

Clipboard Font Alignment Number Styles Cells Editing Sensitivity Add-ins

M32

Waters_Name	State	Cowardin_Code	HGM_Code	Meas_Type	Amount	Units	Waters_Type	Latitude	Longitude	Local_Waterway
	TENNESSEE	PAB3		Measurement	Number	Feet or Acre	DELIN.PJD-404.10			
	TEXAS	PAB4		Type			DELIN.PJD-404.10			
	UNITED STATES VIRGINIA	PAB5		(area/linear)			DELIN.NOJD-404.10			
	VERMONT	PAB6					DELIN.NOJD-404.10			
	VIRGINIA	FEM					RHA-10NAV			
	WASHINGTON	FFD					RHA-10TIDAL			
	WEST VIRGINIA	FML					RHA-OUT.CON.SHLF			
		POW					A1.TNW-404			
							A1.TNW-404.10			

Must contain unique values

Select from list

Latitude/Longitude in Decimal Degrees

Longitude must be a negative value

Version | Request Details | AqResources | Impacts | Mit-PermitteeResp | MitBank\_ILF | NWP | Pre2015\_Post\_Sackett\_JD | RGP\_PGP | Valic ...

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# AQUATIC RESOURCES UPLOAD SHEET

CUI

AutoSave Off | EXAMPLE\_Upload\_Sheet\_Consolidated\_Pre2015\_Post\_Sackett - 29 JAN 2... | Fresard, Nicole D CIV USARMY CESP (USA) FN

File Home Insert Page Layout Formulas Data Review View Help ProjectWise Acrobat

Clipboard Font Alignment Number Styles Cells Editing Sensitivity Add-ins Adobe Acrobat

C14 (a)(3) Intrastate "other" water

Waters_Type	Description
DRY LAND	Dry Land - The review area is comprised entirely of dry land (i.e. there are no aquatic features, including wetlands, of any kind in the entire review area)
DELIN.CONC	Delineation Concurrence - No determination of jurisdiction made
DELIN.PJD-404	PJD - Section 404
DELIN.PJD-404.10	PJD - Section 10/404
DELIN.NOJD-404	No JD required - Section 404
DELIN.NOJD-404.10	No JD Required - Section 10/404
RHA-10NAV	RHA - Non-tidal water is on the district's Section 10 waters list (Section 10 Only)
RHA-10TIDAL	RHA - Tidal water is subject to the ebb and flow of the tide (Section 10 Only)
RHA-OUT.CON.SHLF	RHA - Seabed on the Outer Continental Shelf (Not in Territorial Seas), to the seaward limit of the outer continental shelf - Section 4(f) of the OCSLA (as amended).
A1.TNW-404	(a)(1) Traditional Navigable Water (Section 404 Only)
A1.TNW-404.10	(a)(1) Traditional Navigable Water, also subject to Sections 9 or 10 of the Rivers and Harbors Act (Section 10/404)
A2.INTSTATE-404	(a)(2) Interstate Waters (Section 404 Only)
A3.OTHER-404	(a)(3) Intrastate "other" water
A4.IMPDT-404	(a)(4) Impoundments of waters otherwise defined as "waters of the United States"
A5.TRIB-404	(a)(5) Tributaries of waters identified in paragraph (a)(1) through (4), where the tributary is a relatively permanent, standing or continuously flowing body of water
A6-TERSEAS-404.10	(a)(6) The territorial seas, also subject to Sections 9 or 10 of the Rivers and Harbors Act
A7-AJD.WETL-404	(a)(7) Wetland adjacent to a non-wetland water identified in (a)(1) - (a)(6)
NON-WOTUS-TRIB.NEGATIVE-A5	NON-WOTUS: Tributary to a water identified in paragraphs (a)(1) through (4), where the tributary is not a relatively permanent, standing or continuously flowing body of water
NON-WOTUS-WETL.NEGATIVE-A7	NON-WOTUS: Wetland that is not adjacent to a water identified in paragraph (a)(1) through (6)
NON-WOTUS-LAKE.POND.NEGATIVE-A5	NON-WOTUS - Intrastate Lake or Pond that is not a tributary to a water identified in paragraphs (a)(1) through (4)
NON-WOTUS-STREAM.NEGATIVE-A5	NON-WOTUS - Intrastate Stream that is not a tributary to a water identified in paragraphs (a)(1) through (4)
EXCL-WTS	(a)(8) Waste treatment systems, including treatment ponds or lagoons, designed to meet the requirements of the Clean Water Act
EXCL-PCC	(a)(8) Prior converted cropland
NON-JD - PREAMBLE - ART.IRR	Preamble water - Artificially irrigated areas which would revert to upland if the irrigation ceased

Ready Accessibility: Investigate | Display Settings

CUI



# AQUATIC RESOURCE SPREADSHEET DEMO



Questions?