

**LIST OF ADDITIONAL INFORMATION REQUIRED  
FOR COMPLETE INDIVIDUAL PERMIT APPLICATION<sup>1</sup>**

***APPLICATION FOR A DEPARTMENT OF THE ARMY PERMIT***

**All information must be submitted by hard copy, and, if available, electronically (as a .pdf file) on a compact disc and/or via email to the Corps Project Manager.**

\_\_\_ **General Information (Complete and sign ENG Form 4345)<sup>2</sup>**

- \_\_\_ Name, address and telephone of the applicant and authorized agent (if used)
- \_\_\_ Signature for statement of authorization designating official agent
- \_\_\_ Project Name or Title
- \_\_\_ Name of Nearest Waterbody, (if known)
- \_\_\_ Project Site Street Address
- \_\_\_ Location of Project (County, State and coordinates)
- \_\_\_ Other Location Descriptions, if known (include Section, Township, Range, Meridian, etc)
- \_\_\_ Total area of the Project Site
- \_\_\_ Directions to the Project Site

\_\_\_ **Nature of Activity**

- \_\_\_ Complete written description of the proposed project
- \_\_\_ All activities which you plan to undertake which are reasonably related to the proposed project and for which a Department of the Army Permit is required.
- \_\_\_ Dimensions of proposed structures/fills and types of material proposed to be used in construction
- \_\_\_ For dredging activities
  - \_\_\_ Type, composition and quantity of material to be dredged
  - \_\_\_ Method of dredging, equipment used, method used to transport and site and plans for disposal
- \_\_\_ For structures/work in navigable waters
  - \_\_\_ Identify specific structures to be constructed or work to be done and the use of the structure/work
  - \_\_\_ Method by which work would be conducted (including equipment to be used))
  - \_\_\_ Linear distance of waterway that will be impacted for the entire proposed activity
  - \_\_\_ If the proposed project involves a discharge of dredged and/or fill material into waters of the U.S.
- \_\_\_ Purpose and Need of the Proposed Project
  - \_\_\_ What will the proposed project be used for and why? What is the need for the proposed project?
  - \_\_\_ Description of any related activities to be developed as a result of the proposed project
  - \_\_\_ Approximate dates planned to begin and complete all work
- \_\_\_ Projects involving the discharge of dredged and/or fill material into waters of the United States
  - \_\_\_ Reasons for the discharge (specific purpose of the placement of material)
  - \_\_\_ Type of material being discharged and the amount of each type in cubic yards
  - \_\_\_ Source of the material to be discharge (e.g. on-site, commercial source, specific off-site location)
  - \_\_\_ Surface area of wetlands or other waters proposed to be filled, include type of waters to be filled and linear distance of waterway proposed to be impacted
  - \_\_\_ Means by which the discharge is proposed to be done (backhoe, dragline, etc.)
  - \_\_\_ Dredged material discharged at an upland site (description and map of the disposal site and steps taken to prevent runoff into any adjacent water(s).)
- \_\_\_ Is any portion of the work complete, if yes, describe the work
- \_\_\_ Names and addresses of adjoining property owners, lessees, etc. whose property adjoins the waterbody
- \_\_\_ List of other certifications or approvals/denials received from other Federal, state or local agencies for work described in application, (e.g. Regional Water Quality Control Board - 401 certification, California Department of Fish and Game - Streambed Alteration Agreement, Other approvals required by City, County, or special districts.
- \_\_\_ For activities that involve the construction of an impoundment structure, information sufficient to demonstrate that

the structure complies with established state dam safety criteria

\_\_\_ **Mitigation**

\_\_\_ An explanation of how impacts associated with the proposed activity are to be avoided and minimized

\_\_\_ An explanation of how impacts associated with the proposed activity are to be compensated

\_\_\_ Amount, type and location of proposed compensatory mitigation (if compensatory mitigation proposed to be conducted through the use of a Corps approved mitigation bank and/or in-lieu fee program, a statement to this effect is sufficient to meet this requirement)

***REQUIRED FIGURES AND DIAGRAMS<sup>1</sup>***

**All figures and diagrams should be legible, on 8 1/2 x 11" or 11" X 17" white paper, and include a north arrow, scale, and other pertinent project information.**

\_\_\_ Vicinity map

\_\_\_ Scale plan view diagram of existing (pre-project) conditions:

\_\_\_ Location of all waters of the U.S., including the location of the ordinary high water mark or mean high water mark and high tide line

\_\_\_ Indicate any existing structures at proposed project site or adjacent to site

\_\_\_ Scale plan view diagram of anticipated conditions following construction of project

\_\_\_ Location of all waters of the U.S., including the location of the ordinary high water mark or mean high water mark and high tide line

\_\_\_ Indicate any existing structures at proposed project site or adjacent to site

\_\_\_ Project boundary, including all access, easement, permanent and temporary construction areas associated with the project

\_\_\_ Cross section or lateral view of proposed activity

<sup>1</sup>Application Information and Instructions for a complete permit application and the requirements for project drawings may be found at the USACE Sacramento District Regulatory Website at: [www.spk.usace.army.mil/Missions/Regulatory/Permitting.aspx](http://www.spk.usace.army.mil/Missions/Regulatory/Permitting.aspx)

<sup>2</sup>An *Application for Department of the Army Permit* (ENG Form 4345) may be downloaded from the USACE Sacramento District Website at: [www.spk.usace.army.mil/Missions/Regulatory/Permitting.aspx](http://www.spk.usace.army.mil/Missions/Regulatory/Permitting.aspx)

**LIST OF ADDITIONAL INFORMATION RECOMMENDED TO  
EXPEDITE EVALUATION OF INDIVIDUAL PERMIT APPLICATION**

- \_\_\_ Bioassay results for Ocean Disposal projects
- \_\_\_ Photographs of the project site (including aerials if available)
- \_\_\_ Endangered Species
  - \_\_\_ Information sufficient to initiate consultation with the United States Fish and Wildlife Service and/or National Marine Fisheries Service for compliance with Section 7 of the Endangered Species Act. Information required includes:
    - \_\_\_ A description of the action to be considered
    - \_\_\_ A description of the specific area that may be affected by the action.
    - \_\_\_ A description of any listed species or critical habitat that may be affected by the action.
    - \_\_\_ A description of the manner in which the action may affect any listed species or critical habitat and an analysis of any cumulative impacts.
    - \_\_\_ Relevant reports including any environmental impact statement, environmental assessment or biological assessment prepared.
    - \_\_\_ Any other relevant available information on the action, the listed species, or critical habitat.
  - \_\_\_ A Biological Assessment sufficient to initiate consultation for compliance with Section 7 of the Endangered Species Act, prepared in accordance with the attached United States Fish and Wildlife Service and National Marine Fisheries Service *Template and Guidance on Preparing an Initiation Package for Endangered Species Act Consultation*.
- \_\_\_ Cultural Resources
  - \_\_\_ A cultural resources report of archeological/historical resources on/near project site compiled from a record search by a qualified professional archeologist/historian at the regional center in your locale
  - \_\_\_ A Cultural Resources Report sufficient to initiate consultation for compliance with Section 106 of the National Historic Preservation Act of 1966, as amended, prepared in accordance with the attached *Sacramento District Regulatory Branch Guidelines for Compliance with Section 106 of the National Historic Preservation Act of 1966, As Amended*
- \_\_\_ Alternatives information sufficient to show compliance with EPA's Section 404(b)(1) Guidelines for Specification of Disposal Sites for Dredged or Fill Material (40 CFR 230). The 404(b)(1) Guidelines state that no discharge of dredged and/or fill material shall be permitted if there is a practicable alternative which would have less adverse impacts on the aquatic ecosystem, so long as the alternative does not have other significant adverse environmental consequences. An alternative is practicable if it is available and capable of being done after taking into consideration cost, existing technology and logistics in light of the overall project purpose. Practicable alternatives include, but are not limited to: (1) activities which do not involve a discharge of dredged or fill material into WOUS or ocean waters, (2) discharges of dredged or fill material at other locations in WOUS. If it is an otherwise practicable alternative, an area not presently owned by the applicant which could reasonably be obtained, utilized, expanded or managed in order to fulfill the basic purpose of the proposed activity may be considered.
- \_\_\_ Compensatory Mitigation
  - \_\_\_ A **Draft/Final** Mitigation and Monitoring Plan for the proposed **preserve/ creation/ enhancement/ restoration** areas, completed in accordance with the attached December 30, 2004 *Mitigation and Monitoring Proposal Guidelines* and Corps regulations found at 33 CFR 332. The plan shall include mitigation location and design drawings, vegetation plans, including target species to be planted, and final success criteria.
  - \_\_\_ A **Draft/Final** Operations and Management Plan for the propose preserve area, describing in detail any activities that are proposed within the preserve area(s) and the long term funding and maintenance of each of the preserve areas. An opens space preserve operations and maintenance template is attached. /
- \_\_\_ Other information: