



2009

WASHINGTON STATE

Joint Aquatic Resources Permit Application (JARPA) Instruction B: Cell-by-Cell Technical Help



Part 1 – Project Identification

1a. Unique Project Identifier Number (UPI)

You need a unique project identifier for each project that requires JARPA related permits. This number is used by regulatory agencies to communicate with each other about your project. Additionally this gives you a single number that you can use to discuss your project with any agency.

To get your unique project identifier, go to www.epermitting.wa.gov, or contact the Governor's Office of Regulatory Assistance at 1-800-917-0043 or help@ora.wa.gov.

1b. Project Name

The Project Name is a unique name for your project that you define to allow you to easily communicate with regulatory agencies about your project.

Definition(s):

- Project: A set of activities designed to achieve a desired endpoint or a list of activities to be completed on a certain property.

Part 2 – Applicant

Provide the applicant's contact information. Usually the "applicant" is the person filling out the application, but in circumstances where a consultant is filling out the application, the applicant is the party responsible for the project.

Definition(s):

- Applicant: The person or entity applying for a permit or responsible for the project.

Part 3 – Authorized Agent or Contact

Provide information for the authorized agent or contact.

Applicants may have an authorized agent complete the JARPA form on their behalf. Examples of authorized agents include an environmental consultant or lawyer. A contact is anyone else who can serve as a point of contact instead of the applicant or an authorized agent.

If this is not applicable, write N/A in the space provided.

Definition(s):

- Authorized Agent or Contact: The person or entity completing the application on behalf of the applicant or owner or who can be contacted with questions about the project.

Part 4 – Property Owner(s)

Provide contact information for the property owner, but only if different from the applicant. If owner and applicant are the same, indicate "Same as Applicant" in the space provided.

If there are multiple property owners, provide the information requested for each property owner. Use JARPA Attachment A for additional property owners.

Part 5 – Project Location(s)

5a. Street Address

Provide the address of the project location. If there is no address, provide another description such as, highway segment, mileposts, or river mile. Use JARPA Attachment B for additional property locations.

5b. City, State, Zip

Provide the nearest city or town.

5c. County

Provide the county or counties where the project is located.

5d. Provide the section, township, and range for the project location.

This information may be located on your property deed. You may also be able to get this information from your county assessor's office. If your project crosses multiple sections, townships, or ranges, list them all. This information is needed to help the permit reviewers and site inspectors to locate the project.

Local government contact information can be found at <http://www.mrsc.org>. Click on the "LINKS" tab to find your city or county.

If you know which Watershed Resource Inventory Area (WRIA) your project is located in, you can locate the section, township, and range using the WA Department of Ecology's WRIA maps, located at <http://www.ecy.wa.gov/services/GIS/maps/wria/townships/trs.htm>.

5e. Provide the latitude and longitude of the project location.

You can get your projects latitude and longitude using a Global Positioning Service (GPS) device, a topographic map, or by entering your address at: <http://teraserver-usa.com/>. If applicable, report the latitude and longitude for the 'center point' of your project location.

If you know which Watershed Resource Inventory Area (WRIA) your project is located in, you can locate the latitude and longitude using the WA Department of Ecology's WRIA maps, located at <http://www.ecy.wa.gov/services/GIS/maps/wria/townships/trs.htm>.

Permitting agencies prefer latitude and longitude in the decimal format (47.05061 lat/ -122.84465 long), though most will also accept degree, minutes, seconds (5° 02' 27").

5f. List the tax parcel number(s) for the project location.

Identify the tax parcel number(s) for the project location. If the project location does not have a tax parcel number, for example: a right-of-way, put N/A in the box.

If you do not know the tax parcel number, call the local county assessor's office. Local government contact information can be found at <http://www.mrsc.org>. Click on the "LINKS" tab to find your city or county.

5g. Indicate the type of ownership of the property.

Indicate the type of ownership of the property. This information is used to confirm which regulatory agencies have jurisdiction and what rules and laws may apply.

Definition(s):

- State Owned Aquatic Land: State-owned aquatic lands include all tidelands, shorelands, harbor areas, the beds of navigable waters, and waterways owned by the State and administered by the Washington State Department of Natural Resources.
- Tribal: Owned by a Native American Government.
- Private: Owned by an individual or company.
- Other Publicly Owned: Owned by the federal, state, county or city governments, ports or schools.

5h. Contact information for all adjoining property owners, lessees, etc.

Identify the name and mailing address for property owners, lessees, etc. for properties located next to or bordering the project location. Use JARPA Attachment C for additional adjoining property owners.

Definition(s):

- Adjoining Property Owners: All property owners whose property is directly connected to the project property.
- Lessee: A person renting property from the owner (in this case, usually the Department of Natural Resources).

5i. Is any part of the project area within a 100-year flood plain?

Floodplain maps can be located at the Federal Emergency Management Agency's (FEMA's) map center at, <http://msc.fema.gov/>.

You can also get this information by contacting your city or county government or contacting the Governor's Office of Regulatory Assistance at 1-800-917-0043 or help@ora.wa.gov.

Local government contact information can be found at <http://www.mrsc.org>. Click on the "LINKS" tab to find your city or county.

5j. Describe the vegetation and habitat conditions on the property.

Provide a brief description of the types of vegetation and habitat on the property (for example: fields, forests, prairie, grass lawn, streams, or wetland buffers), specifically the area in and around the project location.

Detailed information on the project and potential impacts will be asked for in Parts 6, 7, and 8.

Definition(s):

- 100 Year Floodplain: Lands in the floodplain subject to a one percent chance or greater of flooding in any given year. These areas include, but are not limited to, streams, rivers, lakes, coastal areas, and wetlands.
- Habitat: What plants and animals call 'home', including all the things they need to live. Some of these things are: water, soil, sunlight, protection from danger, and food.

5k. Describe how the property is currently being used.

Describe how the property is currently being used (for example: houses, shopping center, farming, or undeveloped). How long has the current use been in place?

5l. Describe how the adjacent properties are currently being used.

Describe the current use(s) of the adjacent properties (for example: houses, shopping center, farming, or undeveloped). Note how long those current uses have been in place.

Definition(s):

- Adjacent: Something bordering, next to, or neighboring.

5m. Describe the structures (above or below ground) on the property, including their purpose(s).

Identify any man-made structures on the property. For example: parking lots, buildings, storage tanks, debris, concrete foundations, culverts, or roadways (gravel or asphalt), bridges, docks, or piers.

5n. Provide driving directions, from the closest highway, and attach a map.

Provide driving directions to the project location from the closest major highway. If you have a map of the project location, attach it to your application.

Part 6 – Project Description

6a. Summarize the overall project. You can provide more detail in 6d.

Provide a few sentences describing your project proposal. More detailed information will be asked for in the next few parts.

6b. Indicate the project category.

Check the box(es) for the category best describing your project.

6c. Indicate the major elements of your project.

Indicate the major elements of your project. Check all elements that apply and list any additional major elements under "Other."

Definition(s):

- Aquaculture: The cultivation of aquatic organisms (such as fish or shellfish) especially for food.
- Bank Stabilization: The placement of materials (such as native plants) to protect a streambank from erosion.
- Boat House: A building to house and protect boats, typically over water.
- Boat Launch: An established location along a waterbody where watercrafts can be placed in the water.
- Boat Lift: A device fixed in place or floating, used to hoist and moor a watercraft elevating it above water.
- Bridge: A structure carrying a pathway or roadway over a depression or obstacle (often over water).
- Bulkhead: A retaining wall along a waterfront; a structure or partition built to prevent land sliding behind it. It is normally vertical and built parallel or near-parallel to the shoreline.
- Buoy: A floating object anchored to the bottom of a waterbody that provides a watercraft a place to tie up and stay away from the shore.
- Channel Modification: A change to a waterway that naturally or forcefully allows water to move from its current path. It may either periodically or continuously have moving water. Or it may form a connecting link between two bodies of water.
- Culvert : A man-made structure, generally a pipe, placed to enhance water flow through in an area.
- Dam / Weir: A barrier preventing the flow of water or loose, solid materials.
- Dike / Levee / Jetty: Dike; a wall or mound built around a low-lying area to control flooding. Levee; an embankment built to control flooding. Jetty; a structure extending into a body of water designed to prevent reduction of a waterway through a sediment buildup and to direct or confine stream and tidal flow.
- Ditch: A trench or a long, narrow excavation of earth.
- Dock / Pier: A floating or attached floating structure fixed to the shoreline used for mooring recreational watercraft. A platform built out from the shore into the water and supported by piles. It provides access to ships and boats from the shoreline.
- Dredging: The removal of material built up on the bottom of a waterbody.
- Fence: A barrier used to enclose an area.
- Ferry Terminal: Facility built to receive, house and dock ferry boats.
- Fishway: A structure allowing fish to pass around a waterfall or dam in a stream. Also, a device designed to enable fish to effectively pass around or through an obstruction without undue stress or delay.
- Float: An anchored offshore platform (similar to a dock) used for water-related recreation.
- Geotechnical Survey: A professional assessment of the land and soils in an area. A geotechnical survey investigates the soils, rock, fault distributions, and bedrock properties on and below a site.
- Land Clearing: The removal of vegetation (plants and trees) and/or structures (buildings) from an area.
- Marina / Moorage: A facility, area or structure used to receive, dock, and store watercraft.
- Mining: A process or business of working mines; the removal of minerals from the earth, for example: gold mining.

- **Outfall Structure:** A structure extending into a body of water for the purpose of discharging an effluent such as sewage, storm runoff or cooling water.
- **Piling:** A long heavy timber or section of concrete or metal driven into the ground or seabed for support or protection.
- **Retaining Wall (upland):** A wall built to keep earth from sliding from its location. Also to keep water from flooding an area (such as a home).
- **Road:** A structure for driving vehicles on. A narrow strip of land made suitable for travel between places.
- **Scientific Measurement Device:** Equipment or instrument used to collect data.
- **Stairs:** A set of steps connecting two locations.
- **Stormwater Facility:** A facility that retains water for a period of time to control runoff and/or improve the quality of stormwater runoff.
- **Swimming Pool:** A man-made body of water contained for recreational use. A watertight basin, chamber, or tank containing water for swimming, diving, or recreational bathing.
- **Upland:** Any area that does not qualify as a wetland because it does not have the characteristics of a wetland (need to plain talk).
- **Utility Line:** Cables and pipes used to transfer utility resources such as electric, oil, natural gas, water, and sewer.

6d. Describe how you plan to construct each project element checked in 6c. Include specific construction methods and equipment that will be used.

For each of the major elements that you checked in 6c, provide detail about how you propose to construct them. Include detail about how the construction methods and techniques will reduce impacts to the natural environment (for example: silt fences, tarps, water diversion, or bubble curtains). List any staging areas and equipment that will be used. Be as specific as possible.

Make sure to identify where each element will occur in relation to the nearest waterbody. Also indicate whether each activity is within the 100-year floodplain.

If your activities will occur at different times or in phases, describe which activities will occur during which timeframes.

Definition(s):

- **Waterbody:** A river, creek, stream, lake, pool, bay, wetland, marsh, swamp, tidal flat, ocean or other water area.

6e. What are the start and end dates for project construction?

Provide your best estimates of the overall start and end dates for the project. If the project activities will be completed during multiple timeframes, provide the start and end of each phase and which activities are included.

6f. Describe the purpose of the work and why you want or need to perform it.

Explain why the proposed activity is necessary or desired.

This is an opportunity for you to discuss the needs and/or challenges of the project described in this application. Describe any project alternatives that were considered, and any project modifications that may have resulted from discussions with resource agency staff. Attach additional sheets to the application if necessary.

6g. Fair market value of the project, including materials, labor, machine rentals, etc.

Provide the estimated cost of your project. In your estimate, include materials, value of paid or volunteer labor, and equipment.

Definition(s):

- Fair Market Value: The fair market value is the open market bid price for doing the work, using the equipment and facilities, and purchasing the goods, services, and materials necessary to accomplish the project. This would normally include the cost of hiring a contractor to do the work from start to finish, including the cost of labor, materials, equipment and facility usage, transportation and contractor overhead, and profit. The fair market value should include the fair market value of any donated, contributed, or found labor, equipment, or materials. (Definition from Washington Administrative Code WAC 173-27-030 (8), <http://apps.leg.wa.gov/WAC/default.aspx?cite=173-27-030>).

6h. Will any portion of the project receive federal funding?

If any portion of the project, including planning and design, is funded by federal money, check “yes.” This could include direct funding, grants or loans. If yes, list the federal agencies or programs providing the funding.

This information is used to determine the federal agency that is responsible for compliance with the Endangered Species Act, Section 106 of the National Historic Preservation Act, and other federal regulations.

Definition(s):

- Endangered Species Act: The Endangered Species Act of 1973 provides protection for endangered or threatened plants and animals and the habitats in which they are found. Species include birds, insects, fish, reptiles, mammals, crustaceans, flowers, grasses, and trees. Additional information on the Endangered Species Act can be found at <http://www.nmfs.noaa.gov/pr/laws/esa/>.

Part 7 – Wetlands: Impacts and Mitigation

Definition(s):

- Adjacent: Something bordering, next to, or neighboring.
- Wetland: An area that is very wet or saturated with surface water or ground water so much that plants and animals can live there. May also be known as a swamp, bog, or marsh.
- Wetland Buffer: An area around a specific location protected to minimize any direct contact with that location.
- Mitigation: When actions are taken to avoid, minimize, and compensate for adverse or negative effects on the environment.

7a. Describe how the project has been designed to avoid and minimize adverse impacts to wetlands.

Describe how your project is designed to avoid or reduce impacts to wetlands. Include whether placement of the project was selected to reduce impacts and how construction was modified to reduce or avoid impacts.

Definition(s):

- Impact: A change resulting from human activities or natural events.
- Mitigation: When actions are taken to avoid, minimize, and compensate for adverse or negative effects on the environment.
- Wetland: An area that is very wet or saturated with surface water or ground-water, so much that plants and animals can live there. May also be known as a swamp, bog, or marsh.

7b. Will the project impact wetlands?

Indicate whether your project will or could impact wetlands. Impacts to wetlands can happen from activities that occur within a wetland or some distance away (for example: filling, excavating, draining, or clearing vegetation). If you have wetland impacts, describe the impacts, including type, amount, and duration in Question 7h.

For more information about wetland regulations and the Clean Water Act go to:
http://www.epa.gov/owow/wetlands/pdf/reg_authority_pr.pdf.

Definition(s):

- Wetland: An area that is very wet or saturated with surface water or ground-water so much that plants and animals can live there. May also be known as a swamp, bog, or marsh.

7c. Will the project impact wetland buffers?

Indicate whether your project will or could impact wetland buffers. Impacts to buffers can happen from activities occurring within a wetland or some distance away (for example: filling, excavating, draining, or clearing vegetation). If you will or could have wetland buffer impacts, describe the impacts, including type, amount, and duration in Question 7h.

For more information about wetland regulations and the Clean Water Act go to:
http://www.epa.gov/owow/wetlands/pdf/reg_authority_pr.pdf.

Definition(s):

- Wetland: An area that is very wet or saturated with surface water or ground-water, so much that plants and animals can live there. May also be known as a swamp, bog, or marsh.

7d. Has a wetland delineation report been prepared?

Wetland delineation is a process for determining the boundary of a wetland in a certain location. This information is used to help determine accurate wetland boundaries and jurisdiction. It is also used to help determine the extent of impacts to the wetland from proposed construction activities.

For more information on wetland delineation reports, go to the Washington State Wetlands Identification and Delineation Manual at <http://www.ecy.wa.gov/biblio/9694.html> and US Army Corps of Engineer's Wetlands Delineation Manual at:
http://www.nws.usace.army.mil/PublicMenu/Menu.cfm?sitename=REG&pagename=mainpage_Wetlands_and_Waters.

Definition(s):

- Wetland: An area that is very wet or saturated with surface water or ground-water, so much that plants and animals can live there. May also be known as a swamp, bog, or marsh.

7e. Have the wetlands been rated using the Western or Eastern Washington Wetland Rating System?

The rating system categorizes wetlands into four categories based on wetland functions, sensitivity to disturbance, rarity, and the ability to replace them. There are separate rating systems for wetlands located in Eastern Washington and Western Washington.

For more information about rating wetlands, go to:
<http://www.ecy.wa.gov/programs/sea/wetlands/ratingsystems/index.html>.

Definition(s):

- Wetland: An area that is very wet or saturated with surface water or ground-water, so much that plants and animals can live there. May also be known as a swamp, bog, or marsh.

7f. Have you prepared a mitigation plan to compensate for any adverse impacts to wetlands?

A mitigation plan is a description of additional activities you propose to compensate for adverse impacts to wetlands. These activities may include creating additional wetlands either on-site or off-site, or restoring, enhancing, or preserving wetlands.

For guidance on creating a mitigation plan, refer to Wetland Mitigation in Washington State Part 1&2 Guidance located at: <http://www.ecy.wa.gov/programs/sea/wetlands/mitigation/guidance/index.html>.

Definition(s):

- Compensatory Mitigation Plan: A detailed document describing the restoration, establishment, enhancement, or preservation of aquatic resources to compensate for unavoidable adverse impacts that remain after all appropriate and practical avoidance and minimization has been achieved.
- Mitigation: When actions are taken to avoid, minimize, and compensate for adverse or negative effects on the environment.
- Wetland: An area that is very wet or saturated with surface water or ground water so much that plants and animals can live there. May also be known as a swamp, bog, or marsh.

7g. Use the table below to list the type and rating of each wetland that will be impacted; the extent and duration of the impact; and the type and amount of compensatory mitigation you propose. If you are submitting a compensatory mitigation plan that includes a similar table, you may simply state (below) where we can find this information in the mitigation plan.

List the proposed activities causing impacts and mitigation for those impacts in the summary table. Include information on the activity causing impact (for example: excavation or fill), and wetland type separately for each wetland (based on the Western Washington/Eastern Washington wetland rating system). State how much area of each wetland (square feet or acres) will be impacted, duration of impact for each wetland (temporary or permanent), and what type of mitigation is proposed (for example: creation or restoration), and how many acres of mitigation will be provided.

If a table or chart containing this information is available by wetland in your mitigation plan, you can list the page number where the table or chart can be found.

Definition(s):

- Wetland: An area that is very wet or saturated with surface water or ground-water, so much that plants and animals can live there. May also be known as a swamp, bog, or marsh.
- Bank: A land surface above where the water surface usually ends (ordinary high water line) that is next to a body of water and contains it except during a flood.
- Mitigation: When actions are taken to avoid, minimize, and compensate for adverse or negative effects on the environment.
- Mitigation Bank/In Lieu Fee: An approach to compensatory mitigation that allows permit applicants to pay a fee to a third party such as a government agency or conservation organization. These fees are then used to restore, create, enhance, or preserve wetlands. Generally, in-lieu fee contributions are collected in advance of wetland losses. These funds are accumulated until they are sufficient to design and implement a wetland compensation project.
- Creation Mitigation: The manipulation of the physical, chemical, or biological characteristics present to develop a wetland on an upland or deepwater site, where a wetland did not previously exist. Establishment results in a gain in wetland acreage and function.
- Re-establishment Mitigation: The manipulation of the physical, chemical, or biological characteristics of a site with the goal of returning natural or historic functions to a former wetland. Re-establishment results in rebuilding a former wetland and results in a gain in wetland acres and functions.
- Rehabilitation Mitigation: The manipulation of the physical, chemical, or biological characteristics of a site with the goal of repairing natural or historic functions and processes of a degraded wetland. Rehabilitation results in a gain in wetland function but does not result in a gain in wetland acres.
- Enhancement Mitigation: The manipulation of the physical, chemical, or biological characteristics of a wetland to heighten, intensify or improve specific function(s) or to change the growth stage or composition of the vegetation present. Enhancement is undertaken for specified purposes such as water quality improvement, flood water retention, or wildlife habitat. Enhancement results in a change in wetland function(s) and can lead to a decline in other wetland functions, but does not result in a gain in wetland acres.
- Preservation Mitigation: The removal of a threat to, or preventing the decline of, wetland conditions by an action in or near a wetland. This term includes the purchase of land or easements, repairing water control structures or fences, or structural protection. Preservation does not result in a gain of wetland acres but may result in a gain in functions over the long term.

7h. For all filling activities identified in 7g, describe the source and nature of the fill material, the amount in cubic yards that will be used, and how and where it will be placed into the wetland.

If you have any activities that involve “filling-in” wetlands, describe the material being used, including the type, source, and amount of material (for example: three cubic yards of dirt from the upland staging area). Indicate where and how it will be placed in the wetland (for example: fill placed in the western edge using a backhoe).

Definition(s):

- Cubic Yards: A measure of volume calculated by measuring length by width by depth (one yard x one yard x one yard). One cubic yard = 27 cubic feet.
- Fill Material: Any material that will change the bottom elevation of an aquatic area, wetland or waterbody.
- Nature of the Fill Material: What the fill material is made of, (for example: rocks, sand, soil, or woody debris).

- Wetland: An area that is very wet or saturated with surface water or ground-water, so much that plants and animals can live there. May also be known as a swamp, bog, or marsh.

7i. For all excavating activities identified in 7g, describe the excavation method, type and amount of material in cubic yards you will remove, and where the material will be disposed.

If you have any activities that involve excavating in a wetland, describe the type of material you will be removing, what method or equipment will be used for removing it, how much you will be removing it, and where you will place the removed material. (For example: using a backhoe to remove approximately two cubic yards of dirt and vegetation and placing it along the access road).

Definition(s):

- Cubic Yards: A measure of volume calculated by measuring length by width by depth (one yard x one yard x one yard). One cubic yard = 27 cubic feet.

7j. Summarize what the compensatory mitigation plan is meant to accomplish, and describe how a watershed approach was used to design the plan.

Provide a brief summary of the activities you are proposing to compensate for impacts to wetlands. Include information on what the mitigation plan intends to accomplish. Also describe how a watershed approach was used to design the plan.

Definition(s):

- Mitigation: When actions are taken to avoid, minimize, and compensate for adverse or negative effects on the environment.

Part 8 – Waterbodies (other than wetlands): Impacts and Mitigation

Definition(s):

- Adjacent: Something bordering, next to, or neighboring.
- Waterbody: A river, creek, stream, lake, pool, bay, wetland, marsh, swamp, tidal flat, ocean or other water area.
- Mitigation: When actions are taken to avoid, minimize, and compensate for adverse or negative effects on the environment.
- Wetland: An area that is very wet or saturated with surface water or ground water so much that plants and animals can live there. May also be known as a swamp, bog, or marsh.

8a. Describe how the project has been designed to avoid and minimize adverse impacts to the aquatic environment.

Describe how your project is designed to avoid or reduce impacts to the aquatic environment. Include whether placement of the project was selected to reduce impacts, and how construction was modified to reduce or avoid impacts.

Attach plans and specifications for activities designed to protect fish life (for example: fish-rearing pools, creating spawning areas, or adding large woody debris).

8b. Will your project impact a waterbody or the area around a waterbody?

Waterbodies include rivers, lakes, streams, creeks, seasonally dry river beds, ponds, bays, and ditches. Impacts could occur from activities that take place in these waterbodies or some distance away.

If you are unsure whether your activities could impact waterbodies please contact the Governor's Office of Regulatory Assistance at 1-800-917-0043 or help@ora.wa.gov.

Definition(s):

- Waterbody: A river, creek, stream, lake, pool, bay, wetland, marsh, swamp, tidal flat, ocean or other water area.

8c. Summarize the impact(s) to each waterbody in the table below.

List each activity causing an impact, the waterbody, and the details of the impact, including duration, location, amount of impact (for example: material placed or removed), and the portion of the waterbody that will be affected.

Definition(s):

- Dredging: Removing material built up on the bottom of a waterbody.
- Waterbody: A river, creek, stream, lake, pool, bay, wetland, marsh, swamp, tidal flat, ocean or other water area.

8d. Have you prepared a mitigation plan to compensate for the project's adverse impacts to non-wetland waterbodies?

A mitigation plan is a description of the additional activities you propose to compensate for adverse impacts to the aquatic environment.

Definition(s):

- Mitigation: When actions are taken to avoid, minimize, and compensate for adverse or negative effects on the environment.
- Wetland: An area that is very wet or saturated with surface water or ground-water, so much that plants and animals can live there. May also be known as a swamp, bog, or marsh.

8e. Summarize what the compensatory mitigation plan is meant to accomplish. Describe how a watershed approach was used to design the plan.

Provide a brief summary of the activities you are proposing to compensate for impacts to non-wetland waterbodies. Include information on what the mitigation plan intends to accomplish. Also describe how a watershed approach was used to design the plan.

Definition(s):

- Mitigation: When actions are taken to avoid, minimize, and compensate for adverse or negative effects on the environment.

8f. For all activities identified in 8c., describe the source and nature of the fill material, amount (in cubic yards) you will use, and how and where it will be placed into the waterbody.

If you have any activities that involve “filling-in” portions of waterbodies, describe the material you will use, including the type, source, and the amount of material (for example: three cubic yards of dirt from the upland staging area). Indicate where and how it will be placed in the waterbody (for example: fill placed on the western bank using a backhoe).

Definition(s):

- Cubic Yards: A measure of volume calculated by measuring length by width by depth (one yard x one yard x one yard). One cubic yard = 27 cubic feet.
- Fill Material: Any material that will change the bottom elevation of an aquatic area, wetland or waterbody.

8g. For all excavating or dredging activities identified in 8c., describe the method for excavating or dredging, the type and amount of material that will be removed, and where the material will be disposed.

If you have any activities involving excavating or dredging in a waterbody, describe what type of material you will be removing, what method or equipment will be used for removing it, how much you will be removing, and where you will place the removed material. (For example: I will use a backhoe to remove approximately two cubic yards of sand and rocks and placing it along the access road.)

Definition(s):

- Dredging: The removal of material built up on the bottom of a waterbody.

Part 9 – Additional Information

9a. If you have already worked with any government agencies on this project, list them below.

List any contacts you have had with city, county, state, and federal agencies as part of preparing your application or determining your site and construction activities.

9b. Are any of the wetlands or waterbodies identified in Part 7 or Part 8 on the Washington Department of Ecology’s 303(d) List?

If you know whether the waterbodies you propose to impact are on the current 303d list, indicate that and provide the parameters of the 303(d) list. The 303(d) list is a designation of the current conditions of a waterbody including existing problems and pollutants the waterbody may contain.

You can find out whether the waterbodies are on the 303d list by going to:

<http://www.ecy.wa.gov/programs/wq/303d/>.

Definition(s):

- 303(d) list: A list of all surface waters in the state where pollutants impair beneficial uses of the water (such as drinking, recreation, aquatic habitat, and industrial use).

- Wetland: An area that is very wet or saturated with surface water or ground-water, so much that plants and animals can live there. May also be known as a swamp, bog, or marsh.

9c. What U.S. Geological Survey Hydrological Unit Code (HUC) is the project in?

These codes are based on watersheds and help determine the resources that are important in the project area.

For more information and to determine your HUC, visit <http://cfpub.epa.gov/surf/locate/index.cfm>.

Definition(s):

- Hydrological Unit Code: A unit or watershed classified at four levels; regions, sub-regions, accounting units, and cataloging units. The hydrologic units are arranged within each other, from the smallest to the largest. Each hydrologic unit is identified by a unique hydrologic unit code consisting of two to eight digits based on the four levels of classification in the hydrologic unit system. This classification system was developed by the U.S. Geologic Survey.

9d. What Water Resource Inventory Area Number (WRIA #) is the project in?

The WRIA number is based on watersheds and helps determine the important resources in the project area.

You can find out what your WRIA number is by going to:

<http://www.ecy.wa.gov/services/gis/maps/wria/wria.htm>.

9e. Will the in-water construction work comply with the State of Washington water quality standards for turbidity?

If you know whether your project impacts will comply with the state of Washington water quality standards for turbidity (suspended sediments in water) you can note it here. The Water Quality Standards, Washington Administrative Code or WAC 173-201A, can be found at <http://www.ecy.wa.gov/programs/wq/swqs/criteria.html>.

You can also read more about these standards by going to:

<http://www.ecy.wa.gov/programs/wq/swqs/index.html>.

Definition(s):

- Water Quality Standards: The basis for protecting and regulating the quality of surface waters in Washington State. The standards also contain policies to protect high quality waters.
- Turbidity: Muddiness created by stirring up sediment or having foreign particles suspended in the water.

9f. If the project is within the jurisdiction of the Shoreline Management Act, what is the local shoreline environment designation?

If you know your project location is within jurisdiction of the Shoreline Management Act, indicate the local shoreline designation. This usually occurs when your project is within 200 feet of a waterbody or within the 100-year flood plain.

You can find the information by contacting your city or county planning department. Local government contact information can be found at <http://www.mrsc.org>. Click on the “LINKS” tab to find your city or county.

9g. What is the Washington Department of Natural Resources Water Type?

You can find out more about water types and get the water type for the waterbodies your project may be impacting by visiting:
http://www.dnr.wa.gov/BusinessPermits/Topics/ForestPracticesApplications/Pages/fp_watertyping.aspx

Contact the Department of Natural Resources if you are not sure if you will need this application.

Definition(s):

- Forest Practices Application and Notification – A Forest Practices Application and Notification is required for any of the following activities on forest land: harvesting timber; salvaging logs, stumps or snags; constructing forest roads; installing or replacing culverts/bridges on forest roads; constructing or expanding gravel pits on forestland for forestry use and using aircraft to apply chemicals.

9h. Will this project be designed to meet the Washington Department of Ecology’s most current stormwater manual?

If you do not have this information, indicate whether you are following a different manual approved by the Department of Ecology. The stormwater manual provides guidance on how to design and maintain stormwater controls, including the control of runoff, and stormwater holding ponds.

For more information on Ecology’s stormwater manual, visit
<http://www.ecy.wa.gov/programs/wq/stormwater/tech.html>.

9i. If you know what the property was used for in the past, describe below.

If you have any historical knowledge of the property, you can describe its past uses here. Include any previous land uses or previous states of the natural environment (for example: used to be a dairy farm, a gas station was here 20 years ago, or it was forested until 30 years ago).

9j. Has a cultural resource (archaeological) survey been performed on the project area?

If a cultural resource or archaeological survey has been conducted on the project area, include a copy of the report with your application.

For more information on cultural resource surveys, contact the Washington Department of Archaeology and Historic Preservation (<http://www.dahp.wa.gov>) at 360-586-3065 or your local government. Local government contact information can be found at <http://www.mrsc.org>. Click on the “LINKS” tab to find your city or county.

9k. Name each species listed under the federal Endangered Species Act that occurs in the vicinity of the project area or might be affected by the proposed work.

The Endangered Species Act of 1973 provides protection for endangered or threatened plants and animals and the habitats where they are found. Species include birds, insects, fish, reptiles, mammals, crustaceans, flowers, grasses, and trees. Additional information on the Endangered Species Act can be found at <http://www.nmfs.noaa.gov/pr/laws/esa/>.

A list of species considered endangered or threatened in Washington can be found at http://ecos.fws.gov/tess_public/pub/stateListing.jsp?status=listed&state=WA.

9I. List each species or habitat on the Washington Department of Fish and Wildlife's Priority Habitats and Species List that might be affected by the proposed work.

The Washington Department of Fish and Wildlife (WDFW) publishes a catalog of habitats and species considered priorities for conservation and management. This catalog is called the Priority Habitats and Species List. More information on the List, including the most recent edition, can be found at <http://wdfw.wa.gov/hab/phslist.htm>. Contact the WDFW area habitat biologist to determine the habitats and species for your area. <http://www.wdfw.wa.gov/hab/ahb/index.htm>.

Definition(s):

- Habitat: What plants and animals call 'home', including all the things they need to live. Some of these things are: water, soil, sunlight, protection from danger, and food.

Part 10 – Identify the Permits You Are Applying For

10a. Compliance with the State Environmental Policy Act (SEPA)

The State Environmental Policy Act (SEPA) environmental review is usually started early in the application process. This review involves filling out an environmental checklist to help you determine if significant impacts may be caused by your proposal.

Usually county or city government staff can work with you to make an initial evaluation of whether the impacts are significant or not.

If your project has a National Environmental Policy Act (NEPA) document that has been adopted by the lead agency for SEPA compliance, please mark the box to indicate a SEPA decision letter (or SEPA determination) is attached, and attach the Notice of Adoption letter to your application.

If you have not started the SEPA review process, please contact your local government or go to <http://www.ecy.wa.gov/programs/sea/sepa/e-review.html> for more information about this process, the checklist, and forms.

10b. Identify the permits you are applying for:

On-line Permit Assistance System (OPAS): This online questionnaire asks a series of 'yes' or 'no' questions to help you determine which permits and approvals may be required for your project. This tool is available at <http://apps.ecy.wa.gov/opas>.

Environmental Permit Handbook: The Environmental Permit Handbook provides an overview for each environmental permit, including contacts and resources for more detailed information. You can view the handbook online, download a copy at <http://apps.ecy.wa.gov/permithandbook>, or request a hardcopy from the Governor's Office or Regulatory Assistance by contacting them at help@ora.wa.gov or 800-917-0043.

Shoreline permits: (Verify that your local city or county will accept the JARPA for these permits.)

Substantial Development: <http://apps.ecy.wa.gov/permithandbook/permitdetail.asp?id=38>.

Conditional Use: <http://apps.ecy.wa.gov/permithandbook/permitdetail.asp?id=44>.
Variance: <http://apps.ecy.wa.gov/permithandbook/permitdetail.asp?id=45>.

Other city/county permits: (Verify that your local city or county will accept the JARPA for these permits.)
Floodplain Development Permit: <http://apps.ecy.wa.gov/permithandbook/permitdetail.asp?id=47>.

Washington Department of Fish & Wildlife
Hydraulic Project Approval: <http://apps.ecy.wa.gov/permithandbook/permitdetail.asp?id=25>.

Washington Department of Ecology
Section 401 Water Quality Certification: <http://apps.ecy.wa.gov/permithandbook/permitdetail.asp?id=43>.
Washington Department of Natural Resources
The JARPA form is not the Aquatic Resources use Authorization. Contact your DNR regional office at www.dnr.wa.gov/businesspermits/topics/shellfishaquaticleasing/pages/aqr_aquatic_land_leasing.aspx
Aquatic Resources use Authorization: <http://apps.ecy.wa.gov/permithandbook/permitdetail.asp?id=31>.

Department of the Army (U.S. Army Corps of Engineers) permits
Section 404 (discharges into waters of the US):
<http://apps.ecy.wa.gov/permithandbook/permitdetail.asp?id=37>.
Section 10 (work in navigable waters): <http://apps.ecy.wa.gov/permithandbook/permitdetail.asp?id=36>.

United States Coast Guard permits
General Bridge Act Permit: <http://apps.ecy.wa.gov/permithandbook/permitdetail.asp?id=106>.
Private Aids to Navigation (for non-bridge projects):
<http://apps.ecy.wa.gov/permithandbook/permitdetail.asp?id=98>.

Part 11 – Authorizing Signatures

11a. Applicant Signature

The applicant, identified in Part 2, must sign the application before submitting the JARPA package to the reviewing agencies. Each JARPA you are mailing requires an individual signature from the applicant.

If applicable, the applicant must also initial the statement granting authority to his or her designated agent in Part 3.

The applicant must also initial the statement granting the authority to access the property. If the applicant identified in Part 2 is not the property owner, the owner's signature is required in question 11c.

11b. Authorized Agent Signature

If an authorized agent is identified in Part 3, they must sign the application before submitting the JARPA package to the reviewing agencies.

11c. Property Owner Signature (if not applicant)

If the applicant identified in Part 2 is not the property owner, the owner's signature is required. This signature provides authorization for the permitting agencies to access the property for inspections of the project site and work.

If you require this document in another format, contact The Governor's Office of Regulatory Assistance (ORA). People with hearing loss can call 711 for Washington Relay Service. People with a speech disability can call (877) 833-6341.
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