GENERAL PERMIT APPLICATION INSTRUCTIONS

To apply for this General Permit, submit all of the required information listed below. A complete submittal with detailed plans will allow us to make a decision about your permit application. Permit processing review times begin when the application is received by the Department and is determined to be complete.

Please note that you are responsible for obtaining all necessary local (e.g. city, town, village or county) and U.S. Army Corps of Engineer permits or approvals in addition to any applicable state permits prior to commencing any work at the project site.

The Department offers the opportunity to apply electronically for all waterway and wetland permits. The Water Permits portal page can be found at http://dnr.wi.gov/Permits/Water/

Informational Requirements:


2. **Application fee.** Checks should be made payable to “Wisconsin DNR.” A list of fees can be found at [http://dnr.wi.gov/topic/waterways/Permits/PermitProcess.html](http://dnr.wi.gov/topic/waterways/Permits/PermitProcess.html).

3. **Site maps** which 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.

4. **Photographs** that clearly show the existing project area. 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.

5. **Project plans and specifications** reflecting the General Permit Eligibility Standards as listed in the project-specific checklist below. If your project does not meet all of the eligibility standards, you will need to apply for an Individual Permit.

6. **Electronic documents.** If you are applying on paper, all documents listed above must also be submitted in an electronic format, either by enclosing a disk with your application materials, providing a link to an ftp site, or by other electronic methods. If possible, please create a separate file for each component of the application (i.e., forms, photos, maps, plans, etc.). Each file must be less than 15 megabytes in size, and the total size of the files combined must be less than 30 megabytes.

If you are applying electronically, you may be prompted for some of these items separately during the electronic submittal process.
## Eligibility Criteria:
Projects that do not meet all criteria are not eligible for this general permit. If your project does not qualify for this general permit, you may apply for an individual permit.

- A pea gravel blanket may not be located in an area of special natural resource interest or in a public rights feature as described in NR 1.06.
- A pea gravel blanket shall only be placed by a riparian.
- A pea gravel blanket shall only be placed in a lake, pond, or flowage.
- A pea gravel blanket shall be placed entirely within the riparian’s zone of interest as determined by one of the methods outlined in ch. NR 326.
- A pea gravel blanket shall be less than 6 inches thick.
- A pea gravel blanket shall consist of clean, washed stone and may not contain any fine materials.
- A pea gravel blanket may not exceed 1,200 square feet in area.
- A pea gravel blanket may not be placed in water depths not to exceed 3 feet under normal summer water level conditions.
- A pea gravel blanket may not include the placement of any fabric below the gravel.
- A pea gravel blanket may not be placed in an area where the muck depth is greater than 6 inches.
- A pea gravel blanket may not be placed in an area of naturally occurring sand, rock, or gravel bottom.
- A pea gravel blanket may not be placed in an area where native aquatic plants are present or have been known to be present.
- A pea gravel blanket may not be placed in an area where sand, rock, or gravel has been placed in the past.

A pea gravel blanket permit is for a one-time placement of pea gravel only.

**Note:** Additional pea gravel placement requires an individual permit.

Erosion control measures shall meet or exceed the technical standards for erosion control approved by the department under subch. V of ch. NR 151. Any area where topsoil is exposed during placement, repair or removal of a structure shall be immediately seeded and mulched to stabilize disturbed areas and prevent soils from being eroded and washed into the waterway. These standards can be found at: [http://dnr.wi.gov/topic/stormwater/standards/](http://dnr.wi.gov/topic/stormwater/standards/).

Unless part of a permanent storm water management system, all temporary erosion and sediment control practices will be removed upon final site stabilization. All areas disturbed during removal of temporary erosion and sediment control practices will be restored.

The project plans minimize adverse impacts on fish movement, fish spawning, egg incubation periods and high stream flows, the project may not occur during the following time periods:

- September 15 through May 15 for trout streams and navigable tributaries to trout streams.
- March 15 through May 15 for ALL waters located south of state highway 29.
- April 1 through June 1 for ALL waters located north of state highway 29.

**Note:** The applicant may request that these time period restrictions be waived by the department on a case-by-case basis, by submitting a written statement signed by the local department fisheries biologist, documenting consultation about the proposed dredging project, and that the local department fisheries biologist has determined that the requirements of this paragraph are not necessary to protect fish spawning for the proposed project.

All equipment used for the project including but not limited to tracked vehicles, barges, boats, hoses, sheet pile and pumps shall be de-contaminated for invasive and exotic viruses and species prior to use and after use.
The following steps must be taken every time you move your equipment to avoid transporting invasive and exotic viruses and species. To the extent practicable, equipment and gear used on infested waters shall not be used on other non-infested waters.

- Inspect and remove aquatic plants, animals, and mud from your equipment.
- Drain all water from your equipment that comes in contact with infested waters, including but not limited to tracked vehicles, barges, boats, hoses, sheet pile and pumps.
- Dispose of aquatic plants, animals in the trash. Never release or transfer aquatic plants, animals or water from one waterbody to another.

Wash your equipment with hot (>104° F) or high pressure water, steam clean or allow your equipment to dry thoroughly for 5 days.


To Apply:
Once your application is complete, submit using the online system, or mail it to the permit intake address based on the county where your project is located. If you have questions or problems filling out or completing the application requirements, contact the Water Management Specialist for your county.

Permit intake addresses and Water Management Specialist contact information can both be found at the following web link: [http://dnr.wi.gov/topic/Waterways/about_us/county_contacts.html](http://dnr.wi.gov/topic/Waterways/about_us/county_contacts.html)