

Checklist for Artificial Wetland Exemption Determination

A person who proposes a project that may affect an artificial wetland shall notify the Department at least 15 working days prior to initiating the project and applying for a wetland general or individual permit. If the wetland does not qualify as an exempted type, the NR 103 standards apply and permits will need to be applied for prior to impacting the wetland. The 15 working day response time applies **only** to the specific exemption request types described below. Other artificial wetlands that do not meet one of the specific exemption categories described below **are not** subject to the 15 working day response requirement, and will likely be subject to state wetland regulations.

The DNR defines an artificial wetland as a landscape feature where hydrophytic vegetation may be present as a result of human modifications to the landscape or hydrology and for which there is no prior wetland or stream history or significant functional value or use. The Department needs to consider the following functional values or uses of artificial wetlands:

1. Habitat for aquatic organisms in the food web including, but not limited to fish, crustaceans, mollusks, insects, annelids, planktonic organisms and the plants and animals upon which these aquatic organisms feed and depend upon for their needs in all life stages.
2. Habitat for resident and transient wildlife species, including mammals, birds, reptiles and amphibians for breeding, resting, nesting, escape cover, travel corridors and food.
3. Recreational, cultural, educational, scientific and natural scenic beauty values and uses.

The DNR has identified four types of artificial wetlands that are exempt from wetland water quality standards under NR 103 **provided they do not provide significant functional values or uses, as listed above:**

- a. Sedimentation and stormwater detention basins and associated conveyance features operated and maintained only for sediment detention and flood storage purposes.
- b. Active sewage lagoons, cooling ponds, waste disposal pits, fish rearing ponds and landscape ponds.
- c. Actively maintained farm drainage and roadside ditches
- d. Artificial wetlands within active nonmetallic mining operations.

Please mail this completed checklist, application, supporting materials and the appropriate service fee to:

Wisconsin DNR
Waterway and Wetland Permit Intake WT/3
PO Box 7182
Madison, WI 53707-7185

At least 15 days prior to initiating the project, the application must provide the following information:

Documentation for all exemption types:

- Site Maps
 - Clear map of site including at least two major roadways and property boundaries, construction site or other helpful landmarks **(required)**
 - Wetland(s) in question clearly indicated on map **(required)**
 - Soils map **(required)**
 - Wisconsin Wetland Inventory (WWI) map **(required)**
 - Aerial view of project area (at least one of most current available) (optional)
 - Map depicting what the site looked like prior to the artificial wetland (optional)
- Site Photo **(required)**
- Ownership documentation (i.e. copy of land contract, deed or current property tax statement/receipt) **(required)**

Additional documentation depending on the type of exemption being requested:

1. Sedimentation and stormwater detention basin or associated conveyance features operated and maintained only for sediment detention and flood storage purposes.
 - Construction plans, previous agency approvals*, or narrative of site history detailing the construction at the location if formal plans are unavailable **(required)**
 - Documentation of how artificial wetland connects to the storm sewer system **(required)**
 - Maintenance plans or narrative of maintenance plans (optional)
2. Active sewage lagoons, cooling ponds, waste disposal pits, fish rearing ponds and landscape ponds
 - Active sewage lagoons, cooling ponds, and/or waste disposal pits
 - Construction plans, previous agency approvals*, or narrative of site history detailing the construction at the location if formal plans are unavailable **(required)**
 - Maintenance plans or narrative of maintenance plans (optional)
 - Fish rearing ponds
 - Construction plans, previous agency approvals*, or narrative of site history detailing the construction at the location if formal plans are unavailable **(required)**
 - Maintenance plans or narrative of maintenance plans **(required)**
 - Copies of any fish stocking permits, fish hatchery licenses, etc. **(required)**
 - Landscape ponds
 - Construction plans, previous agency approvals*, or narrative of site history detailing the construction at the location if formal plans are unavailable **(required)**
 - Maintenance plans or narrative of maintenance plans (optional)

3. Actively maintained farm drainage and roadside ditches
 - Copies of work orders, bills, etc. for any past maintenance work, or narrative of maintenance activities **(required)**
 - Aerial photography documenting agricultural or roadway use **(required)**
 - Construction plans, previous agency approvals*, or narrative of site history detailing the construction at the location if formal plans are unavailable (optional)

4. Artificial wetlands within nonmetallic mining operations
 - Construction plans, previous agency approvals*, or narrative of site history detailing the construction at the location if formal plans are unavailable **(required)**
 - Reclamation plan **(required)**

*Previous agency approvals include: approved WPDES plan, Chapter 30 permit, other DNR permits issued for pond or artificial wetland.

WETLAND IDENTIFICATION ARTIFICIAL WETLAND INVESTIGATION FORM

This section is to be completed by the DNR Field Staff

NR 103 Exempt Wetlands present on site? (Y / N)

a. Which wetland(s) meet(s) exemption?

b. Which exemption(s) met? (Circle as appropriate)

i. Stormwater basin or conveyance

ii. Sewage lagoon, cooling pond, waste disposal pit, fish rearing pond, landscape pond

iii. Actively maintained farm drainage or roadside ditch

iv. Nonmetallic mining operation

Notes:

DNR staff will notify the property owner within 15 working days of receipt of this form and associated materials if the wetland is considered exempt and does not have significant functional values or uses.

DNR Use Only			
Date Received	Date of Site Inspection	Docket Number	Date Requestor Notified
Determination: <input type="checkbox"/> Exempt <input type="checkbox"/> Not exempt	If not exempt, the reason: <input type="checkbox"/> Does not meet the definition of artificial wetland <input type="checkbox"/> The wetland provides significant values or uses identified above		
DNR Staff Name	Signature		Date

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