

Thank you for contacting the Wisconsin Department of Natural Resources.

Enclosed are the project application materials you have requested.

The Wisconsin Department of Natural Resources helps protect your rights in public waters as well as public safety, by ensuring adequate planning and design of projects affecting fish and wildlife habitat, water quality and natural scenic beauty. This is done through permit and plan approval requirements for individual water projects. Chapters 30 and 31 of the Wisconsin Statutes require written permits for certain activities on or near a waterway: for example, to place any material below the ordinary high water mark (such as rock riprap, fish cribs, culverts, fords, etc.); to construct a bridge, dredge material from a lake or stream; create a pond; or to construct, operate, or maintain a dam. A single pier or wharf can generally be placed without a permit, provided state standards are met; more extensive piers or marinas require a permit.

Before submitting this application for a stream dredging permit, please contact your county, city or village zoning department to find out if your project site is in either a mapped wetland or floodplain and if local zoning restrictions could affect your project. Please see the Wetland Information topic (found in the Waterway and Wetland Permits Web Page) or request Wetland Packet #20 in addition to this packet for details.

A complete application with detailed drawings will help us make a decision about your application for a permit. The following information is necessary for a complete application.

To help us make a decision in the shortest time possible, please submit the following information:

- 1. A copy of your deed or similar proof of ownership** (e.g. land contract, current property tax receipt).
- 2. Good photographs that clearly show the existing project area.** Remember, too much snow cover or vegetation may obscure important details. If possible, have another person stand near the project area for size reference.
- 3. Five (5) copies of a completed application Form 3500-53 including applicant information page and project plans.** When completing your application, **please use a ballpoint pen with black ink.** The site location sketch and plan drawings (see Sample Drawing) should be clear and to scale and have enough detail to find the site and understand the project proposal. **Please follow the sample drawing and information requirements pages attached. Also, make sure your phone number (both business and home) and property address or fire number is on the application. Plans may be submitted on a separate page(s), but please submit five (5) copies.**
- 4. Five (5) copies of a narrative description of your proposal,** on a separate blank page. Please state:
 - what the project is,
 - how you intend to carry out the project, including methods, materials and equipment,
 - your proposed construction schedule and sequence of work,
 - what temporary and permanent erosion control measures will be used, and
 - the location of any disposal area for dredged or excavated materials.
- 5. Five (5) copies of site maps.** Provide copies of relevant maps (when possible), such as USGS topographic map, Wisconsin Wetland Inventory map, FEMA floodplain maps, soil or zoning maps, with the project location clearly identified.
- 6. The appropriate application fee (complete Form 3500-53A).**

If you have questions or problems in filling out or completing the application requirements, please call or contact the Water Management Specialist for your county.

When you are finished compiling your application materials, remember to check your application for completeness. Then make copies of all materials so that you can submit **five copies** of the requested information to the Department. We also recommend that you keep a complete copy for your own records. Remember, incomplete applications may cause a delay in processing.

NOTE: Depending upon the type, complexity, and location of your proposed project, **processing can take 60 working days (3 months) or longer to complete a review, public notice and any required environmental analysis if your application is completed in detail.**

STREAM DREDGING INFORMATION REQUIREMENTS

All applications to remove material from a streambed require the following information on the application form and plan drawing sheet supplied, or additional sheets if necessary.

1. In the “**proposed materials**” box, indicate what equipment and method of excavation will be used. The application must contain a description of the sequence of construction events including the installation of temporary and permanent erosion control measures and final landscaping and stabilization measures for the spoil disposal area.
2. In the “**location sketch**” box, sketch or trace a map that clearly indicates the location of the project. Recommended scale is 1” = 2000’. The map should include fire numbers or other landmarks to enable the Department investigator to locate the project site.
3. The top view should include the following information:
 - a. The existing stream, the location of the cross-section, and the project beginning and ending points.
 - b. The proposed dredge area.
 - c. The spoil disposal area. NOTE: If spoil is to be hauled from the site for disposal, provide a map showing where disposal will occur.
 - d. Floodplain and wetland boundary and a north arrow.
 - e. The scale of the top view.
 - f. The location of a fixed landmark (such as a building) will help the investigator orient the project during a site visit.
4. The cross-section view of the project should be selected approximately perpendicular to the stream and include the following:
 - a. The normal water level in the existing watercourse.
 - b. Elevation of the 100-year flood plain at the cross-section. If no fill will be placed in the flood plain, include only the proposed dredging area in the cross-section.
 - c. The existing and proposed streambed contours.
 - d. The scale of the cross-section should be clearly labeled. Reference all elevations to a benchmark. Describe the benchmark and show the location on your plan.
5. For all riverine sites (sites not located on a lake or impoundment) a hydrologic/hydraulic analysis may be required if the proposed project will **reduce** the **effective flood flow capacity** of the waterway by obstruction of existing flow area. If an analysis is required, the property owner may be required to retain an engineer, registered in the State of Wisconsin, to prepare this analysis. To determine if an analysis is needed, contact the Water Management Specialist (contact information below).

<p>Note: Spoil disposal is not allowed in wetlands or floodplains.</p>

Please select the scale of the drawing carefully to fit all the necessary information on the application form. If necessary, use additional sheets. Be sure to draw all the plans as accurately as possible. The Department may require additional information to evaluate the project.

Please send the completed application to the Contact Specialist for the county where your project is located (a complete listing of addresses by county can be found on the Waterway Permits web page link below).

<http://www.dnr.state.wi.us/waterways>

DRAWINGS OF PROPOSED ACTIVITY SHOULD BE PREPARED IN ACCORDANCE WITH SAMPLE DRAWING

Location Sketch (Indicate scale.) Show route to project site: include nearest main road and crossroad.

STREAM DREDGING SAMPLE DRAWING

Proposed Materials

Volume of material
100 cu. yds.

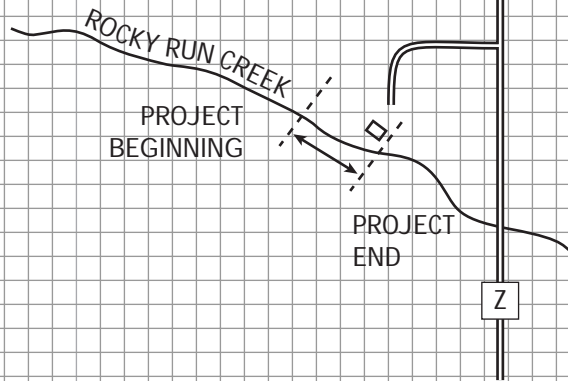
Excavation will be done using a dragline. All dredge spoils will be spread on adjacent upland.

A silt fence will be installed during spoil transfer and until vegetation is established.



1" = 500'

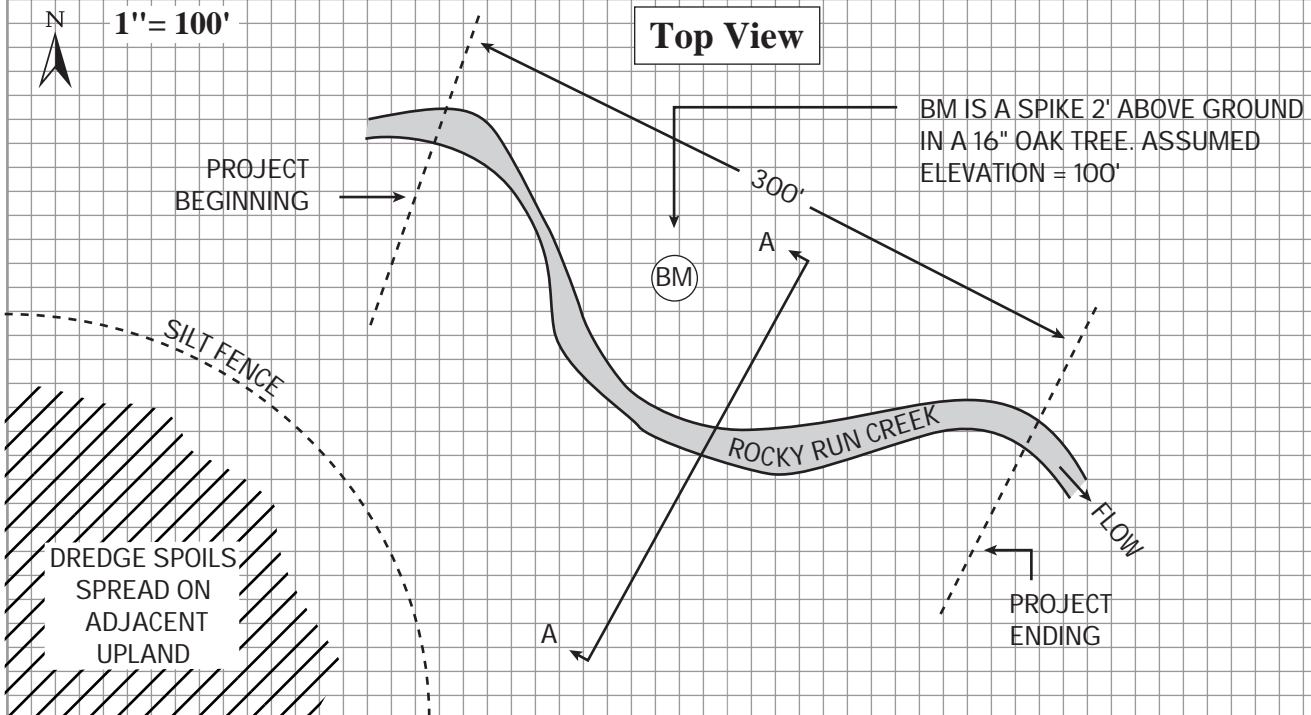
Fire Number N3882



Project Plans. (Include top view and typical cross sections. Clearly identify features and dimensions or indicate scale.)
Use additional sheets if necessary.

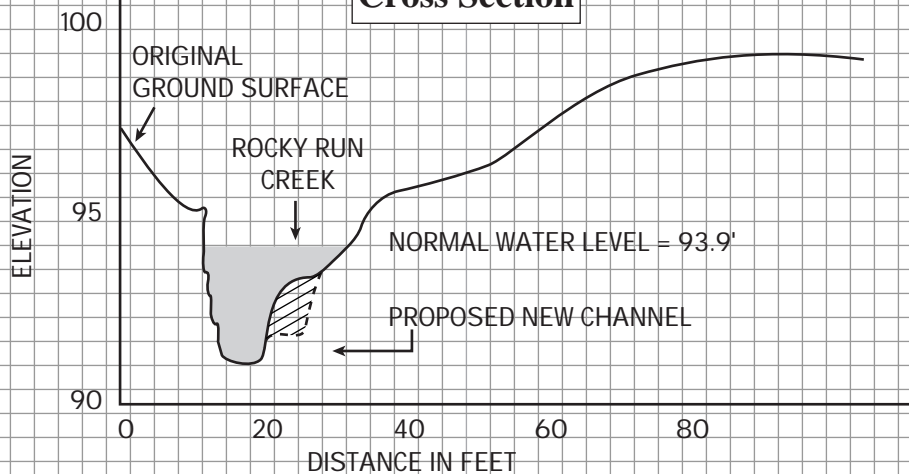
1" = 100'

Top View



Cross Section

SECTION A-A



State / Federal Application for Water Regulatory Permits and Approvals

Form 3500-053 (R 4/01)

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Drawings of proposed activity should be prepared in accordance with sample drawing.

Location Sketch (Indicate scale)

Show route to project site: include nearest main road and crossroad.

N

1" = _____ ft.

Fire Number _____



Proposed Materials

Project Plans (Include top view and typical cross sections. Clearly identify features and dimensions or indicate scale.) Use additional sheets if necessary.

N

1" = _____ ft.

Top View



Cross Section