Regulatory Agency Contact Information

Virginia Marine Resources Commission (VMRC)
Habitat Management Division
2600 Washington Avenue, 3rd Floor
Newport News, Virginia 23607-0756
Phone: (757) 247-2200, Fax: (757) 247-8062
Website: http://www.mrc.virginia.gov/index.htm

United States Army Corps of Engineers (USACE)
Norfolk District
803 Front Street, ATTN: CENAO-REG
Norfolk, Virginia 23510-1096
Phone: (757) 201-7652, Fax: (757) 201-7678

Website: http://www.nao.usace.army.mil/Technical%20Services/Regulatory%20Branch/homepage.asp

Virginia Department of Environmental Quality (DEQ)
Virginia Water Protection Program
Post Office Box 1105
Richmond, Virginia 23218
Phone: (804) 698-4000
Website: http://www.deq.virginia.gov/

LOCAL WETLANDS BOARD (LWB) CONTACT INFORMATION:
Links to LWB information on the Web can be found at
http://www.nao.usace.army.mil/technical%20services/Regulatory%20branch/wetlandsboard.asp
In addition, the phone numbers listed below can be used to contact the LWB. Please be advised that these phone numbers are subject to change at any time.

Accomack County (757) 787-5721, Cape Charles (757) 331-3259, Charles City County (804) 829-9296, Chesapeake (757) 382-6248, Colonial Heights (804) 520-9275, Essex County (804) 443-4951, Fairfax County (703) 324-1364, Fredericksburg (540) 372-1179, Gloucester County (804) 693-2744, Hampton (757) 727-6140, Hopewell (804) 541-2267, Isle of Wight County (757) 365-6211, James City County (757) 253-6673, King and Queen County (804) 769-4978, King George County (540) 775-7111, King William County (804) 769-4927, Lancaster County (804) 462-5220, Mathews County (804) 725-5025, Middlesex County (804) 758-0500, New Kent County (804) 966-9690, Newport News (757) 247-8437, Norfolk (757) 664-4368, Northampton County (757) 678-0442, Northumberland County (804) 580-8910, Poquoson (757) 868-3040, Portsmouth (757) 393-8836, Prince William County (703) 792-6984, Richmond County (804) 333-3415, Stafford County (540) 658-8668, Suffolk (757) 923-3650, Virginia Beach (757) 427-8246, Westmoreland County (804) 493-0120, West Point (804) 843-3330, Williamsburg (757) 220-6130, York County (757) 890-3538

Tidewater Joint Permit Application (JPA)
For Projects Involving Tidal Waters, Tidal Wetlands and/or Dunes and Beaches in Virginia

This application may be used for most commercial and noncommercial projects involving **tidal waters, tidal wetlands and/or dunes and beaches in Virginia** which require review and/or authorization by local wetlands boards, the Virginia Marine Resources Commission, the Department of Environmental Quality, and/or the U. S. Army Corps of Engineers. This application can be used for:

- **Access-related activities**, including piers, boathouses, boat ramps (without associated dredging or excavation*****), moorings, marinas, aquaculture facilities[#], etc.
- **Shoreline stabilization projects** including riprap revetments, marsh toe stabilization, bulkheads, breakwaters, beach nourishment, groins, jetties, etc.,
- **Crossings** over or under tidal waters and wetlands including bridges and utility lines (water, sewer, electric, etc.).

***Note: for all dredging or excavation projects you MUST use the Standard JPA form.**
#Note: for noncommercial, riparian shellfish aquaculture (i.e. "oyster gardening") you may use the abbreviated JPA found at http://www.mrc.virginia.gov/forms/abbrjpa.pdf or call VMRC for a form.

The Virginia Department of Environmental Quality and the U. S. Army Corps of Engineers use this form to determine whether projects qualify for certain General, Regional, and/or Nationwide permits. If your project does not qualify for these permits and you need a DEQ Virginia Water Protection permit or an individual Corps permit, you must submit the Standard Joint Permit application form. You can find this application at http://www.nao.usace.army.mil/technical%20services/Regulatory%20branch/JPA.asp .

HOW TO APPLY

Submit one (1) completed copy of the Tidewater JPA to VMRC:

1. **If by mail or courier, use the VMRC address provided on page 1.**
2. **If by electronic mail (i.e., email), address the package to: JPA.permits@mrc.virginia.gov . The application must be provided as an attachment in the .pdf format.**

The Tidewater JPA should include the following:

1. **Part 1 – General Information**
2. **Part 2 – Signatures**
3. **Part 3 - Appendices** (A, B and/or C, as applicable to your project)
4. **Part 4 – Project Drawings.** The drawings shall include the following for **ALL** projects:
   - **Vicinity Map** (USGS topographic map, road map or similar showing project location)
   - **Plan View Drawing** (overhead, to scale or with dimensions clearly marked)
   - **Section View Drawing** (side-view, to scale or with dimensions clearly marked)

Sample drawings are included at the end of Part 4 of this application to show examples of the information needed to consider your application complete and allow for the timely processing.

In order for projects requiring LWB authorization to be considered complete (Virginia Code § 28.2-1302); "The permit application shall include the following: the name and address of the applicant; a detailed description of the proposed activities; a map, drawn to an appropriate and uniform scale, showing the area of wetlands directly affected, the location of the proposed work thereon, the area of existing and proposed fill and excavation, the location, width, depth and length of any proposed channel

and disposal area, and the location of all existing and proposed structures, sewage collection and treatment facilities, utility installations, roadways, and other related appurtenances of facilities, including those on the adjacent uplands; a description of the type of equipment to be used and the means of access to the activity site; the names and addresses of record of adjacent land and known claimants of water rights in or adjacent to the wetland of whom the applicant has notice; an estimate of cost; the primary purpose of the project; and secondary purpose of the proposed project; a complete description of measures to be taken during and after alteration to reduce detrimental offsite effects; the completion date of the proposed work, project, or structure; and such additional materials and documentation as the wetlands board may require."

You may include signed Adjacent Property Owner (APO) Acknowledgement Forms found at the end of this Short Form. You must provide these addresses in Part 1 whether or not you use the APO forms. VMRC will request comments from APOs for projects that require permits for encroachment over state-owned submerged lands. VMRC or your local wetlands board must notify all APO's of public hearings required for all proposals involving tidal wetlands and dunes/beaches that are not authorized by statue.

You may include the ***RP-17 Certificate of Compliance*** form **only** if you are building a private pier **and** have read, understand and are in compliance with this U. S. Army Corps of Engineers Regional Permit 17. The Regional Permit can be found at:
http://www.nao.usace.army.mil/technical%20services/Regulatory%20branch/RP-17_2003_compcert.pdf
or you may contact them directly to obtain this information. You may also need a local building permit prior to commencing your private pier. Contact your local building officials to determine permit needs.

Note: Land disturbance (grading, filling, etc.) or removal of vegetation associated with projects located in Chesapeake Bay Preservation Areas will require approval from local governments. Certain localities utilize this application during their Bay Act review. Part 5 of this application is included to provide assistance for the applicant to comply with Bay Act /or Erosion and Sediment Control requirements concurrent with this application.

WHAT HAPPENS NEXT

Upon receipt of an application, VMRC will assign a permit application number to the JPA and will then distribute a copy of the application and any original plan copies submitted to the other regulatory agencies that are involved in the JPA process. All agencies will conduct separate but concurrent reviews of your project. Please be aware that each agency must issue a separate permit (or a notification that no permit is required). Therefore, make sure that you have received all necessary authorizations, or documentation that no permit is required, from each agency prior to beginning the proposed work.

During the JPA review process, site inspections may be necessary to evaluate a proposed project. Failure to allow an authorized representative of a regulatory agency to enter the property, or to take photographs of conditions at the project site, may result in either the withdrawal of your permit application or denial of a permit.

PERMIT APPLICATION FEES

Do not send any permit application fees in with the JPA, since VMRC is not responsible for accounting for permit application fees required by other agencies. Fees are subject to change. Please consult agency Websites or contact agencies directly for current fee information.

- USACE: Permit application fees are required for USACE Individual (Standard) permits. A USACE project manager will contact you regarding the proper fee and submittal requirements.

- DEQ: Permit application fees required by DEQ for VWP permits are provided on DEQ's Website at http://www.deq.virginia.gov/wetlands/permitfees.html or on the Commonwealth of Virginia's Website at http://leg1.state.va.us/000/reg/TOC09025.HTM#C0020. A DEQ project manager will contact you regarding the proper fee and submittal requirements after receiving your application package. After being contacted by the DEQ, mail the permit application fee and the Permit Application Fee Form to the address listed on the form. Please make sure that the applicant name and facility (project) name are the same as those reported in your JPA.
- VMRC: Permit fees are $25.00 for projects costing $10,000 or less and $100 for projects costing more than $10,000. Royalties may also be required for some projects. The proper fee and any required royalty is paid at the time of permit issuance by VMRC. VMRC staff will send the permittee a letter notifying him/her of the proper fees and submittal requirements.
- LWB: Permit fees vary. Contact the LWB in your locality or reference locality Websites for fee information and submittal requirements. Contact information for LWB may be found at http://www.nao.usace.army.mil/technical%20services/Regulatory%20branch/wetlandsboard.asp.

Part 1 – General Information

PLEASE PRINT OR TYPE ALL RESPONSES: If a question does not apply to your project, please print N/A (not applicable) in the block or space provided. If additional space is needed, attach 8-1/2" x 11" sheets of paper.

County or City in which the project is located:_____
Waterway at project site:_____

1. Applicant's name* and complete mailing address:

   Contact Information:
   Home (____)_____
   Work (____)_____
   Fax (____)_____
   Cell/ Pager (____)_____
   e-mail _____

   State Corporation Commission ID Number (if appicable)_____

2. Property owner(s) name* and complete address, if different from applicant

   Contact Information:
   Home (____)_____
   Work (____)_____
   Fax (____)_____
   Cell/ Pager (____)_____
   e-mail _____

   State Corporation Commission ID Number (if appicable)_____

3. Authorized agent name* and complete mailing address (if applicable):

   Contact Information:
   Home (____)_____
   Work (____)_____
   Fax (____)_____
   Cell/ Pager (____)_____
   e-mail_____

   State Corporation Commission ID Number (if appicable)_____

*** If multiple applicants, property owners, and/or agents, each must be listed and each must sign the applicant signature page. If for a company, use the SCC registered name.**

4. Provide a detailed description of the project in the space below. If additional space is needed, provide a separate sheet of paper with the project description. Be sure to include how the construction site will be accessed, especially if clearing and/or grading will be required.

FOR AGENCY USE ONLY	
	Notes:
	JPA #

Part 1 - General Information (continued)

5. Have you obtained a contractor for the project? ___ Yes* ___ No. *If your answer is "Yes" complete the remainder of this question and submit the Applicant's and Contractor's Acknowledgment Form (enclosed)

   Contractor's name* and complete mailing address:

   Contact Information:
   Home (____)_____
   Work (____)_____
   Fax (____)_____
   Cell / Pager (____)_____
   email _____

   State Corporation Commission ID Number (if appicable)_____

   <u>* If multiple contractors, each must be listed and each must sign the applicant signature page. If for a company, use the SCC registered name.</u>

6. List the name, address and telephone number of the newspaper having general circulation in the area of the project. Failure to complete this question may delay local and State processing.

   Name and complete mailing address:

   Telephone number
   (____) _____

7. Give the following project location information:
   Street Address (911 address if available)_____
   Lot/Block/Parcel#_____
   Subdivision_____
   City / County_____ Zipcode _____
   Latitude and Longitude at Center of Project Site (Decimal Degrees):
   If the project is located in a rural area, please provide driving directions.

Note: if the project is in an undeveloped subdivision or property, clearly stake and identify property lines and location of the proposed project. A supplemental map showing how the property is to be subdivided should also be provided.

Part 1 - General Information (continued)

8. What is the primary and secondary purpose of the project? For example, the primary purpose may be "to protect property from erosion due to boat wakes" and the secondary purpose may be "to provide safer access to a pier."

9. Proposed use (check one):
   ___ Single user (private, non-commercial, residential)
   ___ Multi-user (community, commercial, industrial, government)

10. Describe the measures that will be taken to avoid and minimize impacts, to the maximum extent practicable, to wetlands, surface waters, submerged lands, and buffer areas associated with any disturbance (clearing, grading, excavating) during and after project construction.
    Please be advised that unavoidable losses of tidal wetlands and/or aquatic resources may require compensatory mitigation.

11. Have you previously had a site visit, applied to, or obtained a permit from any agency (Federal, State, or Local) for any portion of the project described in this application or any other project at the site?
    ___ Yes* ___No * If you answered "Yes", provide the following information:

    Agency / Representative Activity Permit/Project No. Action** & Date

(**Issued, Denied, Withdrawn, or Site Visit)

Part 1 - General Information (continued)

12. Is this application being submitted for after-the-fact authorization for work which has already begun or been completed? ___Yes ___No. If yes, be sure to clearly depict the portions of the project which are already complete in the project drawings.

13. Approximate cost of the entire project (materials, labor, etc.): $_____
    Approximate cost of that portion of the project which is below mean low water: $_____

14. Completion date of the proposed work:_____-_____

15. Adjacent Property Owner Information: List the name and complete mailing address, including zip code, of each adjacent property owner to the project. (NOTE: a property owner/applicant cannot be their own adjacent property owner. You must give the next owner down the river, creek, etc).

Part 2 - Signatures

1. Applicants and property owners (if different from applicant).
NOTE: REQUIRED FOR ALL PROJECTS

PRIVACY ACT STATEMENT: The Department of the Army permit program is authorized by Section 10 of the Rivers and Harbors Act of 1899, Section 404 of the Clean Water Act, and Section 103 of the Marine Protection Research and Sanctuaries Act of 1972. These laws require that individuals obtain permits that authorize structures and work in or affecting navigable waters of the United States, the discharge of dredged or fill material into waters of the United States, and the transportation of dredged material for the purpose of dumping it into ocean waters prior to undertaking the activity. Information provided in the Joint Permit Application will be used in the permit review process and is a matter of public record once the application is filed. Disclosure of the requested information is voluntary, but it may not be possible to evaluate the permit application or to issue a permit if the information requested is not provided.

CERTIFICATION: I am hereby applying for all permits typically issued by the DEQ, VMRC, U.S. Army Corps of Engineers, and/or Local Wetlands Boards for the activities I have described herein. I agree to allow the duly authorized representatives of any regulatory or advisory agency to enter upon the premises of the project site at reasonable times to inspect and photograph site conditions, both in reviewing a proposal to issue a permit and after permit issuance to determine compliance with the permit.

In addition, I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

_____ _____
Applicant's Name (printed/typed) (Use if more than one applicant)

_____ _____
Applicant's Signature (Use if more than one applicant)

_____
Date

_____ _____
Property Owner's Name (printed/typed) (Use if more than one owner)
(If different from Applicant)

_____ _____
Property Owner's Signature (Use if more than one owner)

_____
Date

Part 2 – Signatures (continued)

2. Applicants having agents (if applicable)

CERTIFICATION OF AUTHORIZATION

I (we),_____, hereby certify that I (we) have authorized _____
(Applicant's name(s)) (Agent's name(s))
to act on my behalf and take all actions necessary to the processing, issuance and acceptance of this permit and any and all standard and special conditions attached.
We hereby certify that the information submitted in this application is true and accurate to the best of our knowledge.

_____ _____
(Agent's Signature) (Use if more than one agent)

_____
(Date)

_____ _____
(Applicant's Signature) (Use if more than one applicant)

_____
(Date)

3. Applicant's having contractors (if applicable)

CONTRACTOR ACKNOWLEDGEMENT

I (we), _____, have contracted_____
(Applicant's Name(s)) (Contractor's Name(s))
to perform the work described in this Joint Permit Application, signed and dated_____.

We will read and abide by all conditions set forth in all Federal, State and Local permits as required for this project. We understand that failure to follow the conditions of the permits may constitute a violation of applicable Federal, state and local statutes and that we will be liable for any civil and/or criminal penalties imposed by these statutes. In addition, we agree to make available a copy of any permit to any regulatory representative visiting the project to ensure permit compliance. If we fail to provide the applicable permit upon request, we understand that the representative will have the option of stopping our operation until it has been determined that we have a properly signed and executed permit and are in full compliance with all terms and conditions.

_____ _____
Contractor's name or name of firm _____
_____
Contractor's or firms address

_____ _____
Contractor's signature and title Contractor's License Number

_____ _____
Applicant's signature (use if more than one applicant)

_____
Date

Part 2 – Signatures (continued)

ADJACENT PROPERTY OWNER'S ACKNOWLEDGEMENT FORM

I (we), _____, own land next to (across
(Print adjacent/nearby property owner's name)

the water from/on the same cove as) the land of_____.
(Print applicant's name(s))

I have reviewed the applicant's project drawings dated _____
(Date)

to be submitted for all necessary Federal, state and local permits.

I HAVE NO COMMENT_____ ABOUT THE PROJECT.

I DO NOT OBJECT _____ TO THE PROJECT.

I OBJECT _____ TO THE PROJECT.

The applicant has agreed to contact me for additional comments if the proposal changes prior to construction of the project.

(Before signing this form be sure you have checked the appropriate option above).

_____
Adjacent/nearby property owner's signature(s)

_____
Date

Note: If you object to the proposal, the reason(s) you oppose the project must be submitted in writing to VMRC. An objection will not necessarily result in denial of the project; however, valid complaints will be given full consideration during the permit review process.

Part 2 – Signatures (continued)

ADJACENT PROPERTY OWNER'S ACKNOWLEDGEMENT FORM

I (we), _____, own land next to (across
(Print adjacent/nearby property owner's name)

the water from/on the same cove as) the land of_____.
(Print applicant's name(s))

I have reviewed the applicant's project drawings dated _____
(Date)

to be submitted for all necessary Federal, State and Local permits.

I HAVE NO COMMENT_____ ABOUT THE PROJECT.

I DO NOT OBJECT _____ TO THE PROJECT.

I OBJECT _____ TO THE PROJECT.

The applicant has agreed to contact me for additional comments if the proposal changes prior to construction of the project.

(Before signing this form, be sure you have checked the appropriate option above).

_____
Adjacent/nearby property owner's signature(s)

_____
Date

Note: If you object to the proposal, the reason(s) you oppose the project must be submitted in writing to VMRC. An objection will not necessarily result in denial of the project; however, valid complaints will be given full consideration during the permit review process.

U.S. Army Corps Of Engineers
Norfolk District

Regional Permit 17 Certificate of Compliance Form

Please obtain and read a copy of the 08-RP-17 prior to completion of this form. Copies can be obtained by contacting the Corps at (757) 201-7652 or on our website at: http://www.nao.usace.army.mil/technical%20services/Regulatory%20branch/RBregional.asp .

YES__ NO___ Is the proposed pier for private use ONLY?

YES__ NO___ Does the proposed pier extend LESS than ¼ the width of the waterway as measured from MHW to MHW or OHW to OHW (including channelward wetlands) based on the narrowest distance across the waterway regardless of the orientation of the proposed pier (MHW = mean high water line; OHW = ordinary high water line)?

YES__ NO__ Does the proposed pier and/or mooring structure(s) extend LESS than 300 feet from the mean high water line or ordinary high water line?

YES__ NO__ N/A__ If the proposed structure crosses wetland vegetation, is it of an open-pile design that has a maximum width of five (5) feet and a minimum height of four (4) feet between the decking and the wetland substrate?

YES__ NO__ N/A__ If the proposed pier is to include an attached open-sided roof designed to shelter boat slips or boatlifts, is the roof less than 700 square feet?

YES__ NO__ **Have you confirmed that the proposed construction will not take place in one of the reaches which serve as habitat for federally threatened and endangered species, Federal Project Channels, and/or other areas as listed in the "NOTIFICATION REQUIREMENTS" section of this permit?**

YES__ NO__ N/A__ **If the proposed work is in portions of any waterways listed in Special Condition 4, have you obtained an easement to cross government property from the Army Corps of Engineers Real Estate Office?**

IF YOU HAVE ANSWERED "NO" TO ANY OF THE QUESTIONS ABOVE, THE REGIONAL PERMIT 17 WILL NOT APPLY AND YOU WILL NEED TO SUBMIT A JOINT PERMIT APPLICATION AND OBTAIN A SEPARATE PERMIT FROM THE CORPS BEFORE COMMENCING CONSTRUCTION.

IF YOU HAVE ANSWERED "YES" TO ALL OF THE QUESTIONS ABOVE, YOU ARE IN COMPLIANCE WITH THE REGIONAL PERMIT 17. PLEASE SIGN BELOW, ATTACH, AND SUBMIT WITH YOUR COMPLETED JOINT PERMIT APPLICATION. THIS SIGNED CERTIFICATE SERVES AS YOUR LETTER OF AUTHORIZATION FROM THE CORPS. YOU WILL NOT RECEIVE ANY OTHER WRITTEN AUTHORIZATION FROM THE CORPS. HOWEVER, YOU MAY NOT PROCEED WITH CONSTRUCTION UNTIL YOU HAVE OBTAINED ALL OTHER NECESSARY STATE AND LOCAL PERMITS.

I CERTIFY THAT I HAVE READ AND UNDERSTAND ALL CONDITIONS OF THE REGIONAL PERMIT 17 (08-RP-17), DATED AUGUST 14 2008, ISSUED BY THE US ARMY CORPS OF ENGINEERS, NORFOLK DISTRICT REGULATORY OFFICE, NORFOLK, VIRGINIA.

_____
Signature of Property Owner(s) or Agent

Proposed work to be located at:
_____
_____
_____

Date_____

Revised: 18 NOV 2008

Part 3 – Appendices

Please complete and submit the appendix questions applicable to your project, and attach the required vicinity map(s) and drawings to your application. If an item does not apply to your project, please write "N/A" in the space provided.

Appendix A: Projects for Access to the water (private and community piers, boathouses, marinas, moorings, boat ramps, aquaculture facilities, etc). Answer all questions that apply.

1. **Briefly describe your proposed project**.

2. **For private, noncommercial piers:**
   What is the overall length of the structure?_____feet.
   channelward of Mean High Water?_____feet.
   channelward of Mean Low Water?_____feet
   What is the total size of any and all L- or T-head platforms?_____sq. ft.
   For boathouses, what is the overall size of the roof structure? _____sq. ft.
   Will your boathouse have sides?_____Yes_____ No.

   NOTE: All proposals for piers, boathouses and shelter roofs must be reviewed by VMRC, however, pursuant to § 28.2-1203(5) of the Code of Virginia a VMRC permit may not be required for such structures (except as required by subsection D of § 28.2-1205 for piers greater than 100 feet in length involving commercially productive leased oyster or clam grounds), provided that (i) the piers do not extend beyond the navigation line or private pier lines established by the Commission or the United States Army Corps of Engineers, (ii) the piers do not exceed six feet in width and finger piers do not exceed five feet in width, (iii) any L or T head platforms and appurtenant floating docking platforms do not exceed, in the aggregate, 400 square feet, (iv) if prohibited by local ordinance open-sided shelter roofs or gazebo-type structures shall not be placed on platforms as described in clause (iii), but may be placed on such platforms if not prohibited by local ordinance, and (v) the piers are determined not to be a navigational hazard by the Commission. Subject to any applicable local ordinances, such piers may include an attached boat lift and an open-sided roof designed to shelter a single boat slip or boat lift. In cases in which open-sided roofs designed to shelter a single boat, boat slip or boat lift will exceed 700 square feet in coverage or the open-sided shelter roofs or gazebo structures exceed 400 square feet, and in cases in which an adjoining property owner objects to a proposed roof structure, permits shall be required as provided in § 28.2-1204.

3. **For Corps permits**, in cases where the proposed pier will encroach beyond one fourth the waterway width (as determined by measuring mean high water to mean high water or ordinary high water mark to ordinary high water mark), the following information should be included:
   a. Written justification as to purpose if the proposed work would extend a pier greater than one-fourth of the distance across the open water measured from mean high water or the channelward edge of the wetlands
   b. Written justification if the proposed work would involve the construction of a pier greater than five feet wide or less than four feet above any wetland substrate.
   c. Depth soundings across the waterway at increments designated by the Corps project manager. Typically 10-foot increments for waterways less than 200 feet wide and 20-foot increments for waterways greater than 200 feet wide with the date and time the measurements were taken and how they were taken (e.g., tape, range finder, etc.). Inclusion of depth sounding data is recommended in order to expedite permit evaluation.

Part 3 – Appendices (continued)

4. Provide the type, size, and registration number of the vessel(s) to be moored at the pier or mooring buoy.

Type	Length	Width	Draft	Registration

5. For **Marinas, Commercial Piers, Community Piers and other non-private piers**, provide the following information:
   A) Have you obtained approval for sanitary facilities from the Virginia Department of Health?_____ (required pursuant to Section 28.2-1205C of the Code of Virginia).
   B) Will petroleum products or other hazardous materials be stored or handled at your facility?_____.
   C) Will the facility be equipped to off-load sewage from boats?_____.
   D) How many wet slips are proposed?_____. How many are existing?_____.
   E) What is the area of the piers and platforms that will be constructed over
      Tidal wetlands _____ square feet
      Submerged lands _____square feet

6. For **boat ramps**, what is the overall length of the structure?_____feet.
   from Mean High Water?_____feet.
   from Mean Low Water?_____feet.
   Note: drawings must include the construction materials, method of installation, and all dimensions. If tending piers are proposed, complete the pier portion.
   Note: If dredging or excavation is required, you must complete the Standard Joint Point Permit application.

7. For **aquaculture-related structures**:
   Will the activity be commercial?_____Yes _____No

   Will the proposed structures be attached to an existing pier or other structure? _____Yes_____No
   What is the maximum area (square feet) of submerged land that will be occupied by the proposed structures?_____ square feet.

   Describe the activity from time of acquisition of seed or other source material to the time of harvest, the source of the animals/plants, and clearly show distance to all proposed and existing structures and shellfish lease boundaries (if applicable) in your drawings. Include bathymetry (depths), relative to mean low water in your plan view drawing and show the location of any Submerged Aquatic Vegetation (SAV) in the project vicinity. **(NOTE: the presence or absence of SAV will be field verified during the project review).**

Part 3 – Appendices (continued)

Appendix B: Projects for Shoreline Stabilization in tidal wetlands, tidal waters and dunes/beaches (including riprap revetments and associated backfill, marsh toe stabilization, bulkheads and associated backfill, breakwaters, beach nourishment, groins, jetties, etc). Answer all questions that apply. Please provide any reports provided from the Shoreline Erosion Advisory Service**.**

NOTE: Information on non-structural, vegetative alternatives (i.e. Living Shoreline) for shoreline stabilization is available at http://ccrm.vims.edu/coastal_zone/living_shorelines/index.html .

1. For **riprap, bulkheads, marsh toe, breakwaters, groins, jetties**: What is the overall length of the structure(s)?_____linear feet. If applicable, what is the volume of the associated backfill? _____ cubic yards.

2. What is the maximum encroachment channelward of mean high water?_____feet.
   channelward of mean low water?_____feet.
   channelward of the back edge of the dune or beach?_____feet.

3. Please calculate the square footage of encroachment over:
   - Vegetated wetlands _____square feet
   - Nonvegetated wetlands _____square feet
   - Subaqueous bottom _____square feet
   - Dune and/or beach _____square feet

4. For bulkheads, is any part of the project maintenance or replacement of a previously authorized, currently serviceable, existing structure? ____ Yes____ No.

   If yes, will the construction of the new bulkhead be no further than two (2) feet channelward of the existing bulkhead? _____Yes ____No.

   If no, please provide an explanation for the purpose and need for the additional encroachment.

5. Describe the type of construction and **all** materials to be used, including source of backfill material, if applicable (e.g. vinyl sheet-pile bulkhead, timber stringers and butt piles, 100% sand backfill from upland source; broken concrete core material with Class II quarry stone armor over filter cloth). **NOTE**: **Drawings must include construction details, including dimensions, design and all materials, including fittings if used**.

6. If using stone, broken concrete, etc., for your structure(s), what is the average weight of the:
   Core (inner layer) material_____ pounds per stone Class size _____
   Armor (outer layer) material _____ pounds per stone Class size _____

Part 3 – Appendices (continued)

7. For **beach nourishment**, including that associated with breakwaters, groins or other structures, provide the following:

   - Volume of material _____ cubic yards channelward of mean low water
     _____ cubic yards landward of mean low water
   - Area to be covered _____ square feet channelward of mean low water
     _____ square feet landward of mean low water
   - Source of material, composition (e.g. 90% sand, 10% clay):_____
   - Method of transportation and placement: _____
     _____
   - Describe any proposed vegetative stabilization measures to be used, including planting schedule, spacing, monitoring, etc.:
     _____
     _____
     _____

Part 3 – Appendices (continued)

Appendix C: Crossings in, on, over, or under, waters, submerged lands, tidal wetlands and/or dunes and beaches (including but not limited to bridges, walkways, pipelines and utility lines).

1. What is the purpose and method of installation of the crossing?

2. What is the width of the waterway and/or wetlands to be crossed?
   from mean high water to mean high water?_____feet.
   from mean low water to mean low water? _____feet.

3. For bridges (footbridges, golf cart bridges, roadway bridges, etc.), what is the width of the structure over the tidal wetlands, dunes/beaches and/or submerged lands?_____square feet.

4. For overhead crossings:
   a. What will be the height above mean high water?_____feet.
   b. If there are other overhead crossings in the area, what is the minimum height? _____feet.

5. For buried crossings, what will be the depth below the substrate?_____feet.

6. Will there be any excavation or fill required for placement of abutments, piers, towers, or other permanent structures on State-owned submerged lands, tidal wetlands, and dunes/beaches?
   ____Yes ____ No.

   If yes, please provide the following:

   a. Amount of excavation in wetlands _____ cubic yards
      _____ square feet

   b. Amount of excavation in submerged land _____ cubic yards
      _____ square feet

   c. Amount of excavation in dune/beach _____ cubic yards
      _____ square feet

   d. Amount of fill in wetlands _____ cubic yards
      _____ square feet

   e. Amount of fill in submerged lands _____ cubic yards
      _____ square feet

   f. Amount of fill in dune/beach _____ cubic yards
      _____ square feet

Part 4- Project Drawings

Plan view and section view drawings are required for all projects. Application drawings do not need to be prepared by a professional draftsman, but they must be clear, accurate, and should be to an appropriate scale. If a scale is not used, all dimensions must be clearly depicted in the drawings. If available, a plat of the property should be included, with the existing and proposed structures clearly indicated. Distances from the proposed structure(s) to fixed points of reference (benchmarks) and to the adjacent property lines must be shown. A vicinity map (County road map, USGS Topographic map, etc.) must also be provided to show the location of the property.

The following items must be included on <u>ALL</u> project drawings: (plan and section, as appropriate)

- **north arrow**
- **waterway name**
- **existing and proposed structures, labeled as such**
- **dimensions of proposed structures**
- **mean high water and mean low water lines**
- **limits of vegetated wetlands (if applicable)**
- **ebb/flood direction**
- **adjacent property lines and owner's name**
- **distances from proposed structures to fixed points of reference (benchmarks) and adjacent property lines**

NOTE: The sample drawings have been included at the end of this section to provide guidance on the information required for different types of projects. Clear and accurate drawings are essential for project review and compliance determination. Incomplete or unclear drawings may cause delays in the processing of your application.

Part 5 - Chesapeake Bay Preservation Act Information

All proposed land disturbance, clearing or grading related to this JPA must comply with the Chesapeake Bay Preservation Area Designation and Management Regulations, which are enforced through locally adopted Chesapeake Bay Preservation Area (CBPA) ordinances. Compliance with state and local CBPA requirements mandates the submission of a ***Water Quality Impact Assessment (WQIA)*** for the review and approval of the local government.

Because the 84 local governments within Tidewater Virginia are responsible for enforcing the CBPA Regulations the completion of the JPA process does not constitute compliance with the Bay Act Regulations nor does it guarantee that the local government will issue land-disturbing permits for this project. Applicants should contact their local government as early in the design process as possible to ensure that the final design and construction of the proposed project meets all applicable CBPA requirements. Early cooperation with local government staff can help applicants avoid unnecessary and costly delays to construction. Applicants should provide local government staff with information regarding existing vegetation within the Resource Protection Area (RPA) as well as a description and site drawings of any proposed land disturbance, construction, or vegetation clearing. Local government staff will evaluate project the proposed project and advise the Local Wetlands Boards and other appropriate parties of applicable CBPA concerns or issues.

Resource Protection Areas (RPAs) are composed of the following features:

- **Tidal Wetlands**
- **Nontidal wetlands connected and contiguous to tidal wetlands or water bodies with perennial flow**
- **Tidal shorelines**
- **Water bodies with perennial flow (stream, river, creek, etc)**
- **100-foot buffer area landward of any of the above features**
- **"other lands" as designated by the locality (contact the local government for specific information)**

Notes for all projects in RPAs

1. Development, construction, land disturbance, or placement of fill within the RPA features listed above requires a review from the locality and may require an exception or variance from the local Bay Act program or zoning ordinance. Please contact the appropriate local government to determine the types of development or land uses that are permitted within RPAs.

2. Pursuant to § 9VAC 10-20-105, on-site delineation of the RPA is required for all projects in CBPAs. Because USGS maps are not always indicative of actual "in-field" conditions, they may not be used to determine the site-specific boundaries of the RPA.

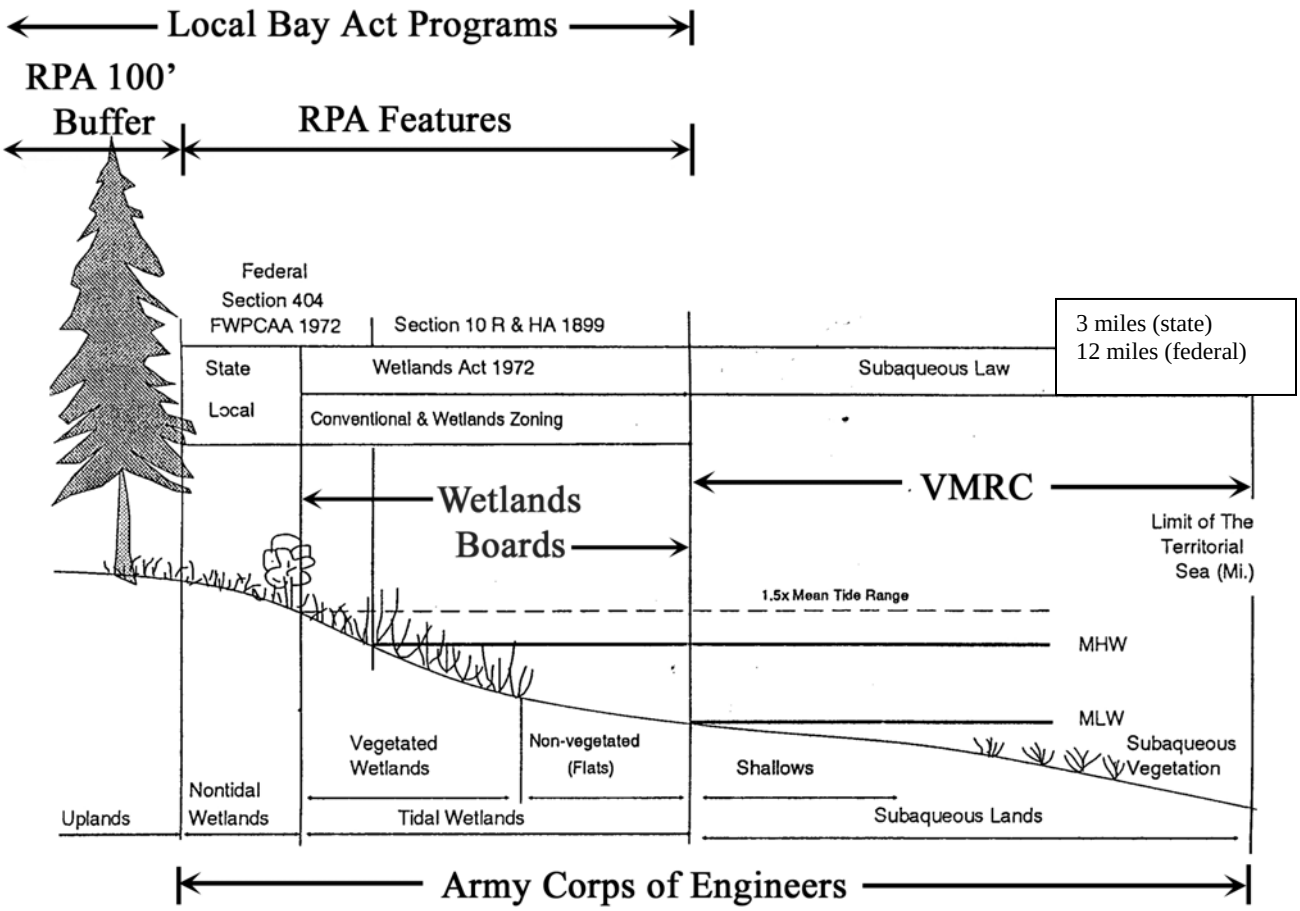
Notes for shoreline erosion control projects in RPAs

Re-establishment of woody vegetation in the buffer may be required to mitigate for the removal or disturbance of buffer vegetation associated with your proposed project. Please contact the local government to determine the mitigation requirements for impacts to the 100-foot RPA buffer.

Pursuant to § 9VAC 10-20-130.5.a(4), § 9VAC 10-20-130.1, and § 9VAC 10-20-120 of the Virginia Administrative Code, the locality will use the information provided in this Part V and in the project drawings, along with other information in this permit application and a WQIA, to make a determination that:

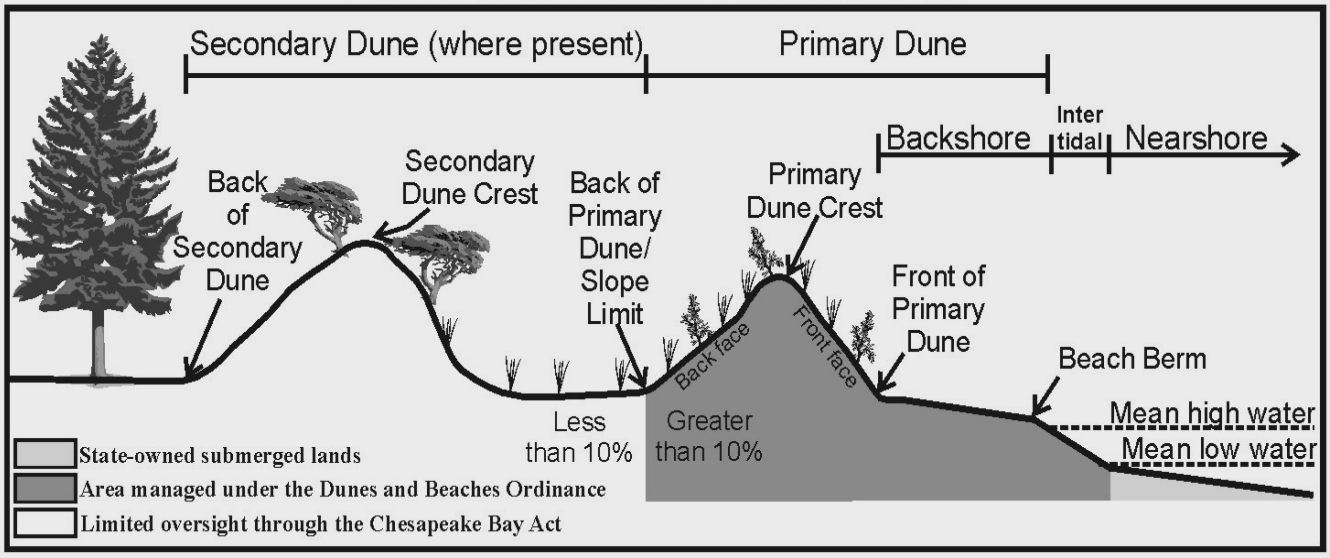
1. Any proposed shoreline erosion control measure is necessary and consistent with the nature of the erosion occurring on the site, and the measures have employed the "best available technical advice"
2. Indigenous vegetation will be preserved to the maximum extent practicable
3. Proposed land disturbance has been minimized
4. Appropriate mitigation plantings will provide the required water quality functions of the buffer (§ 9VAC 10-20-130.3)
5. The project is consistent with the locality's comprehensive plan
6. Access to the project will be provided with the minimum disturbance necessary.

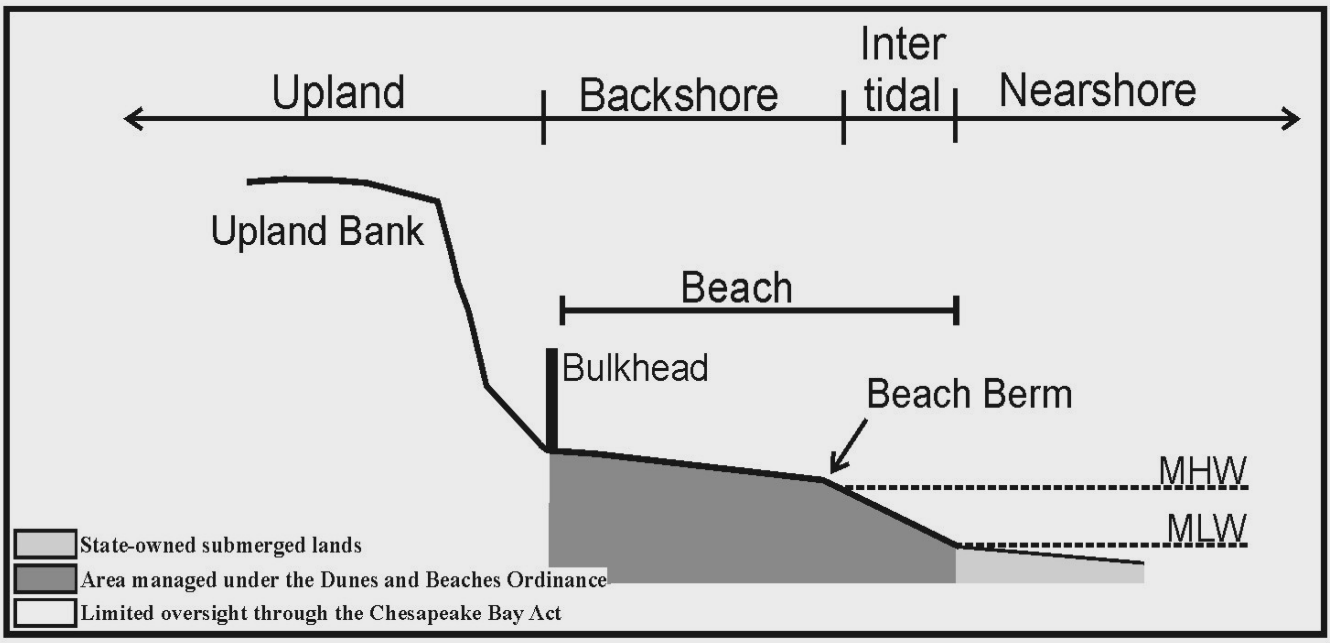
Jurisdictional Boundaries

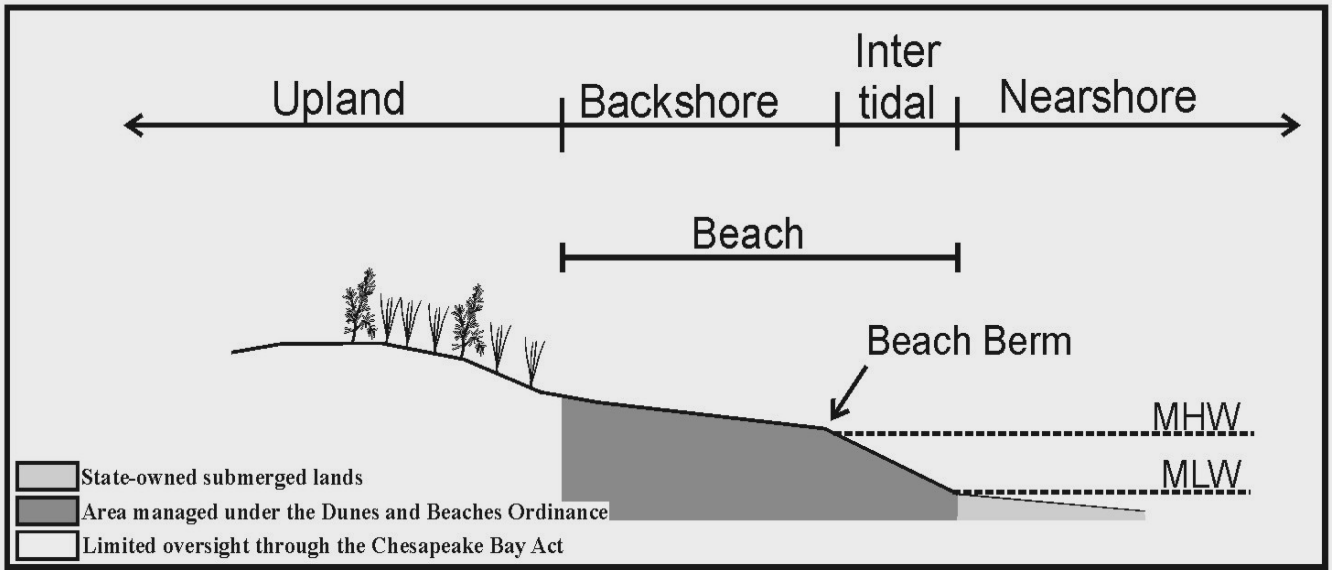


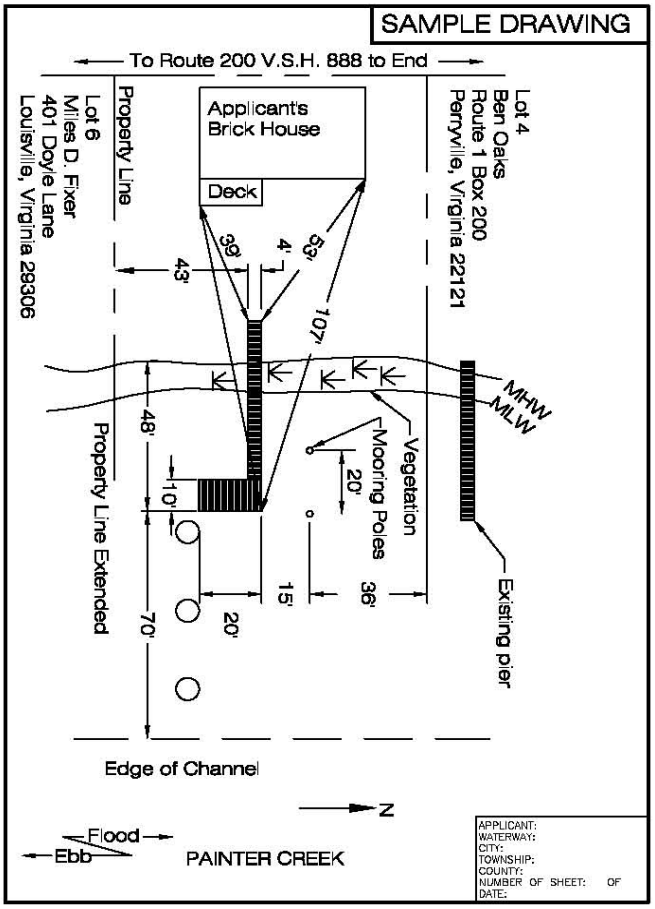
and DEQ (including isolated wetlands)

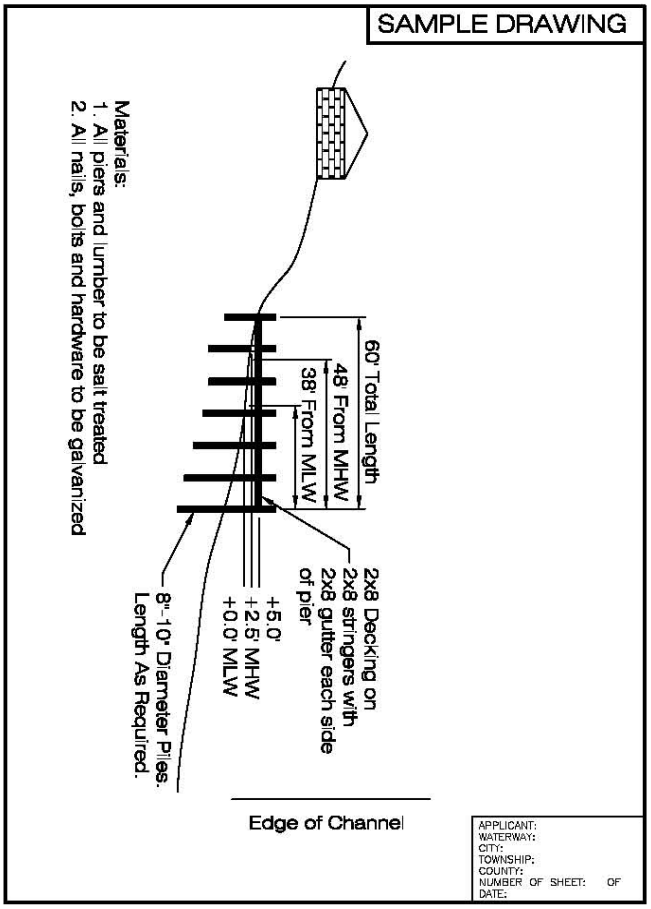
Dune and Beach Boundaries



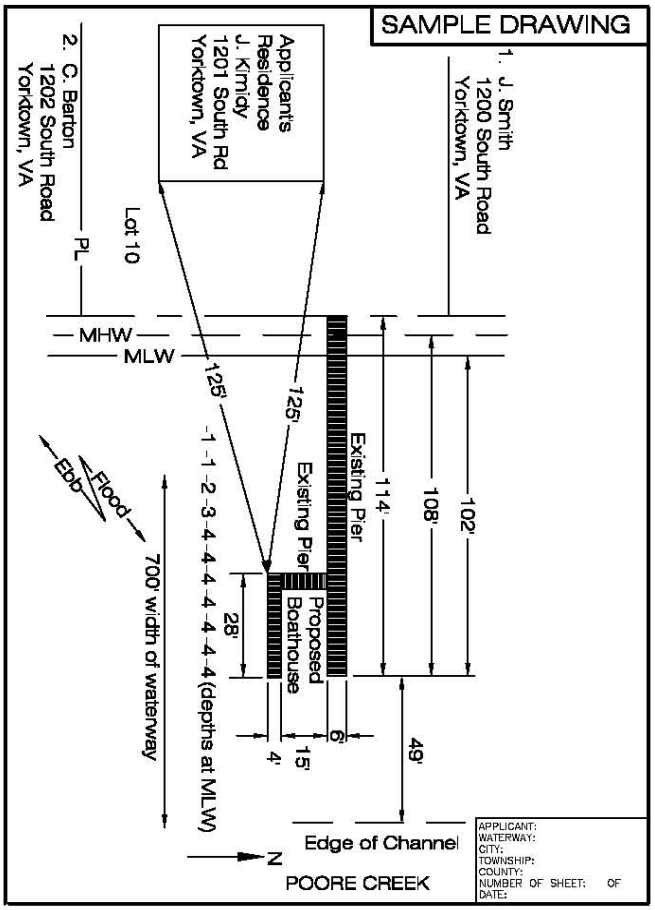


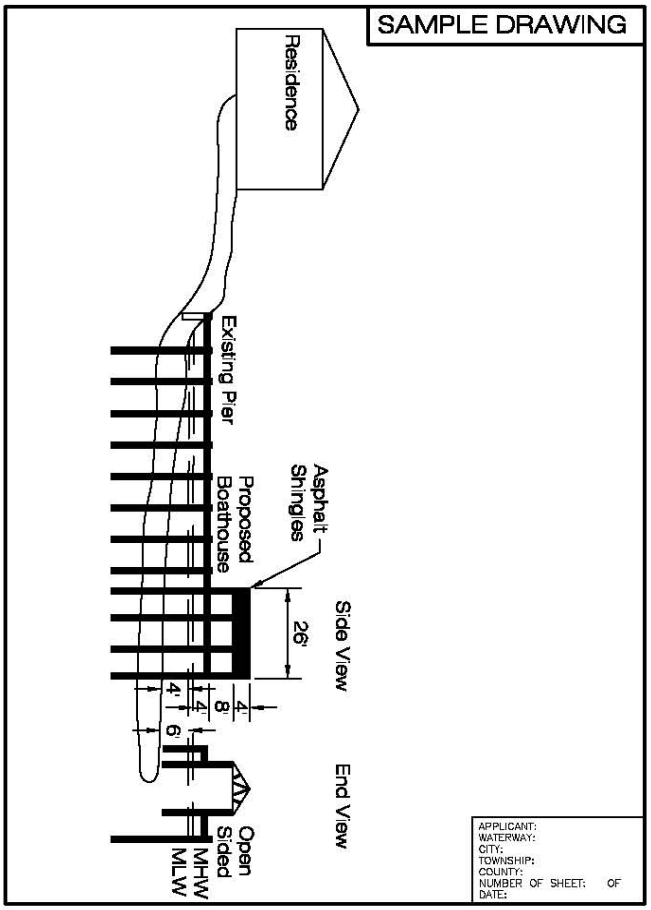




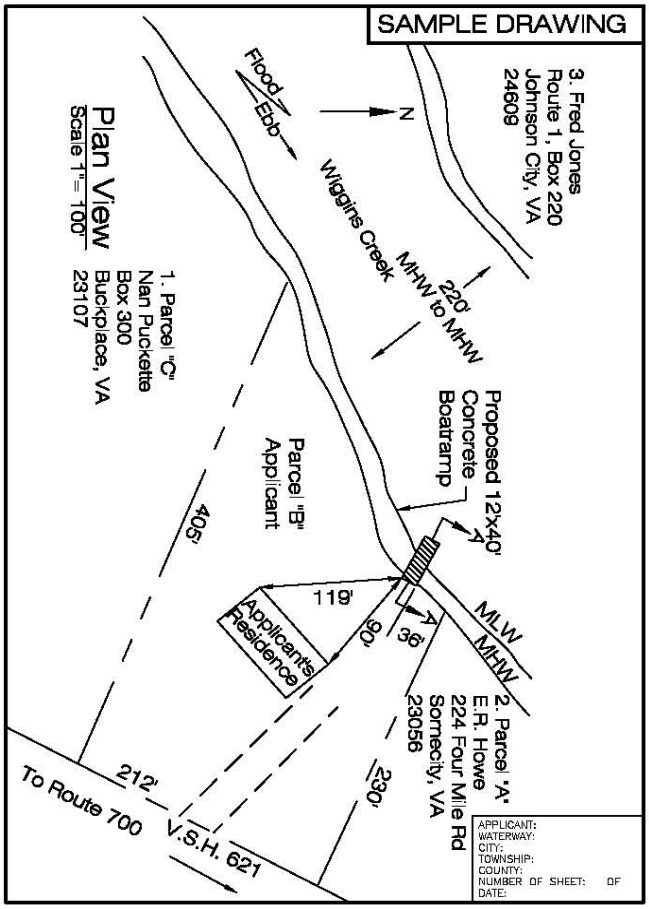


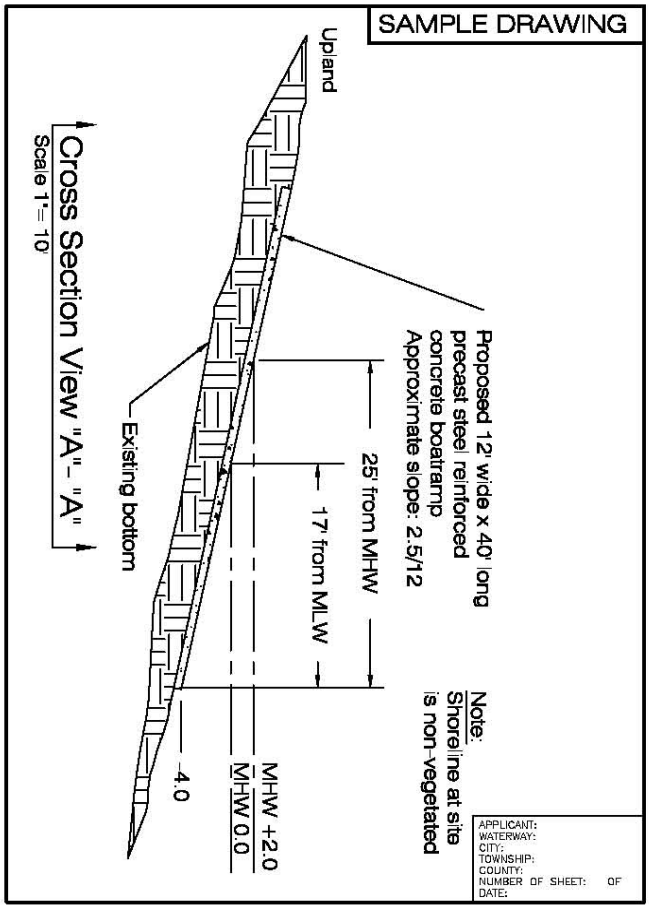
Private Piers & Marginal Wharves



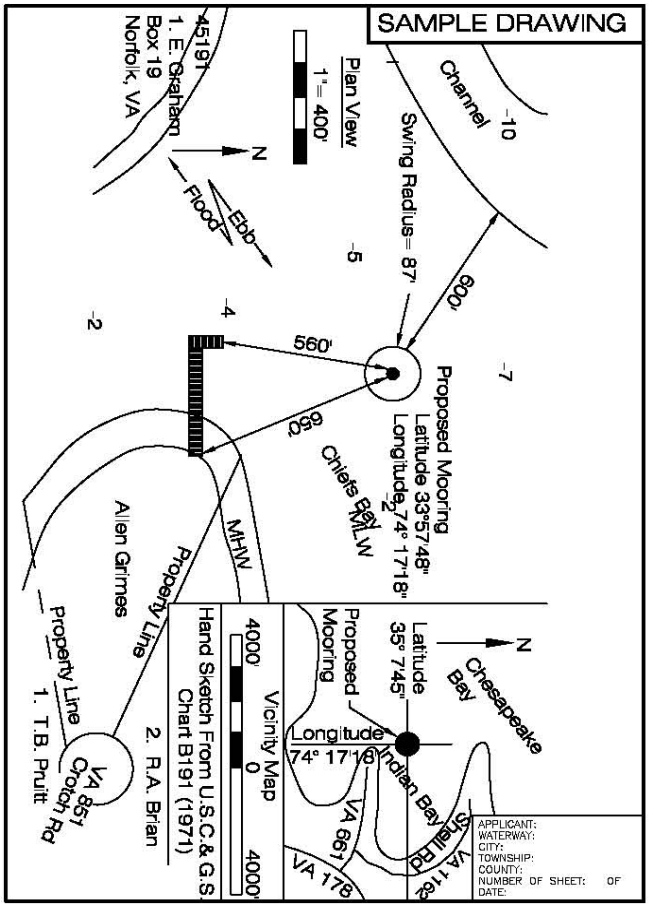


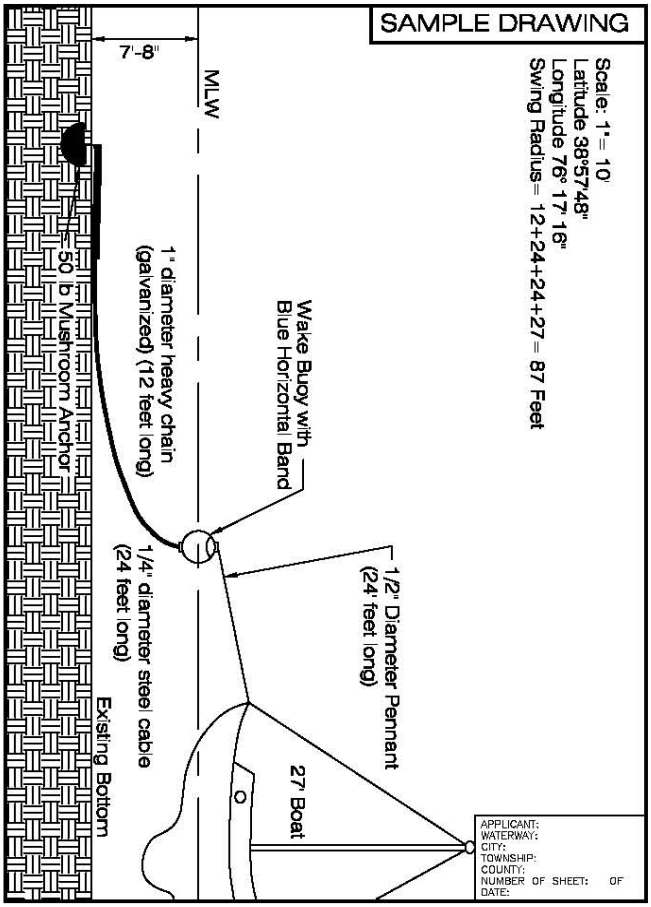
Boathouses



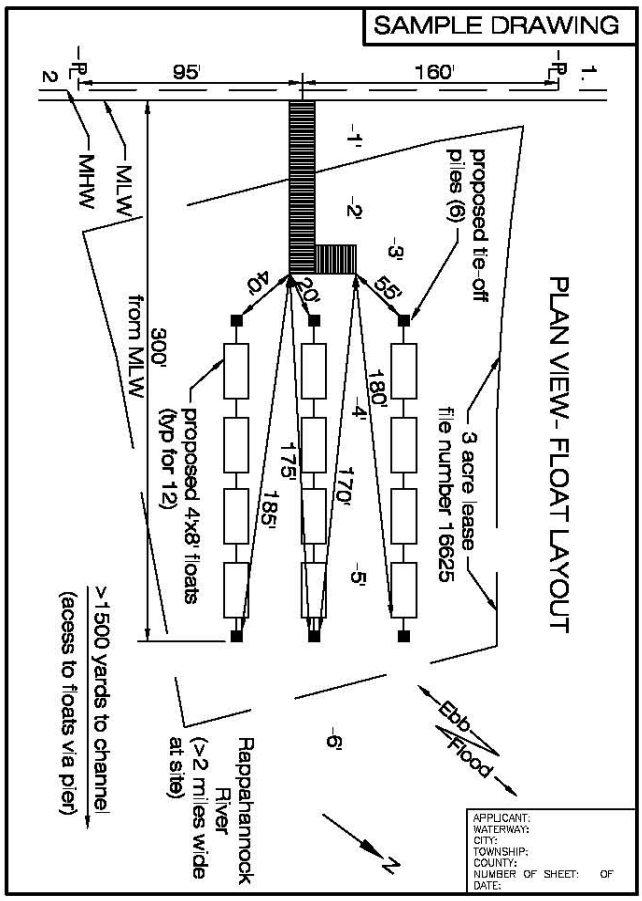


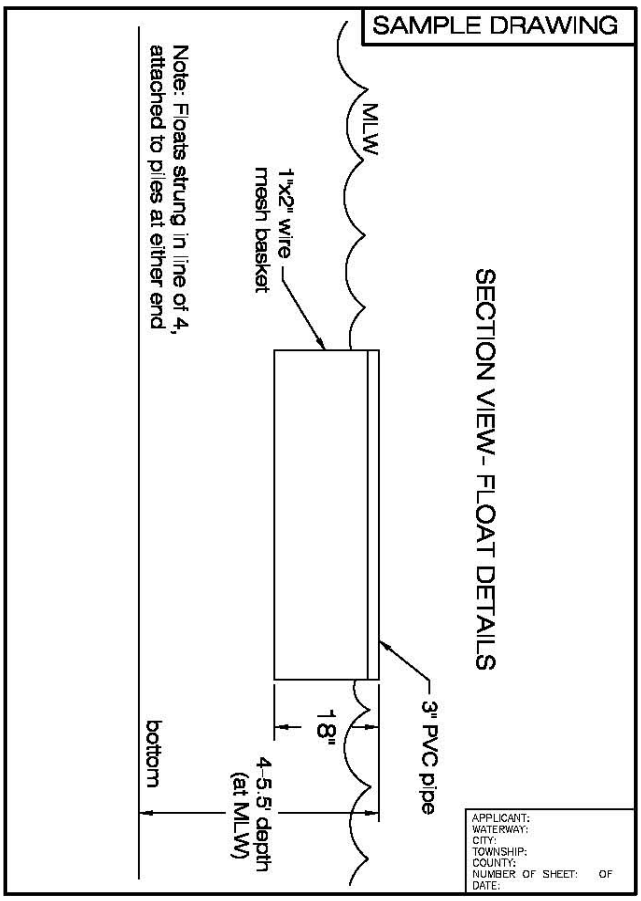
Boat Ramps



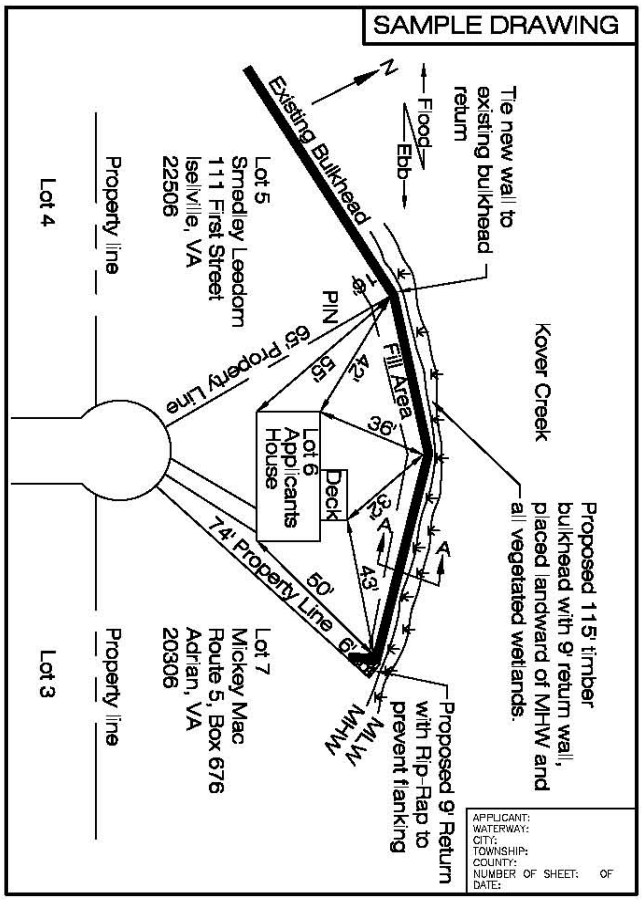


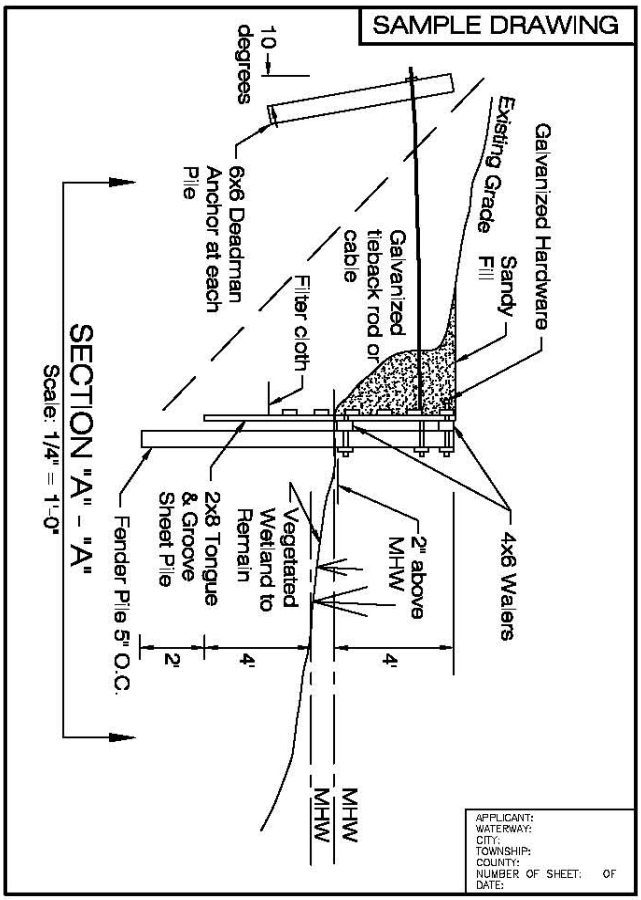
Dolphins or Moorings



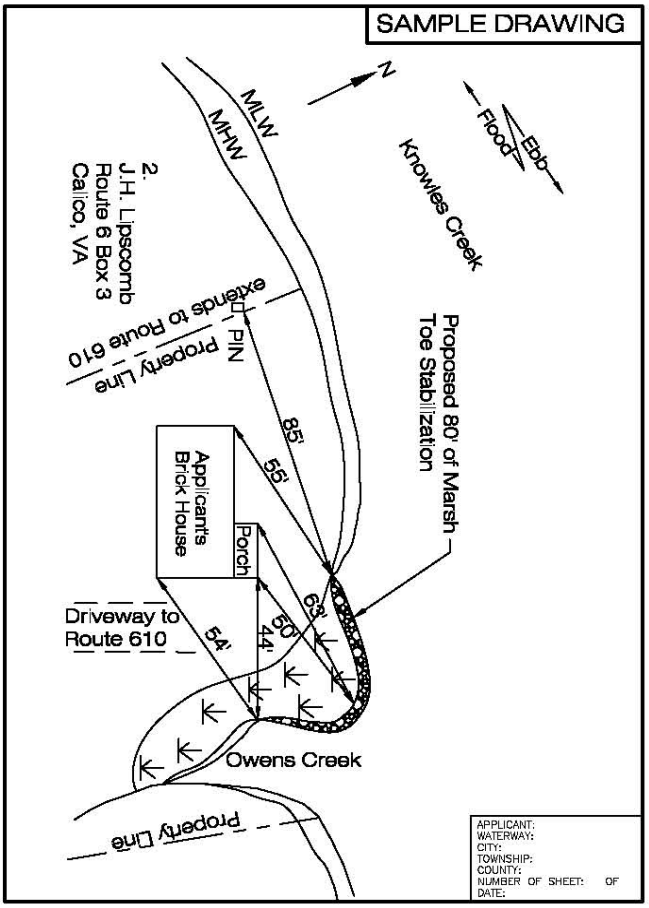


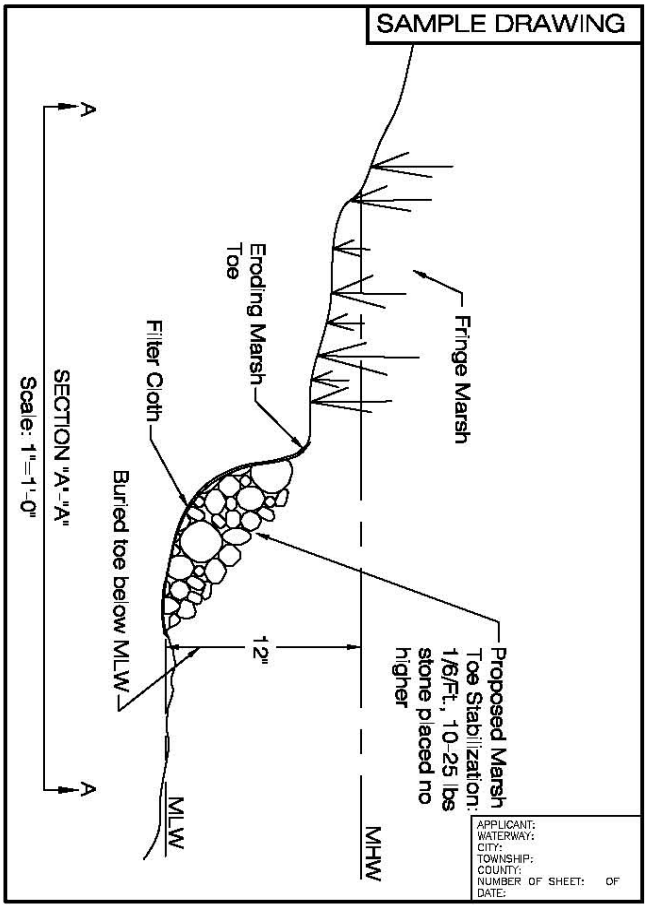
Private & Commercial Aquaculture Activities



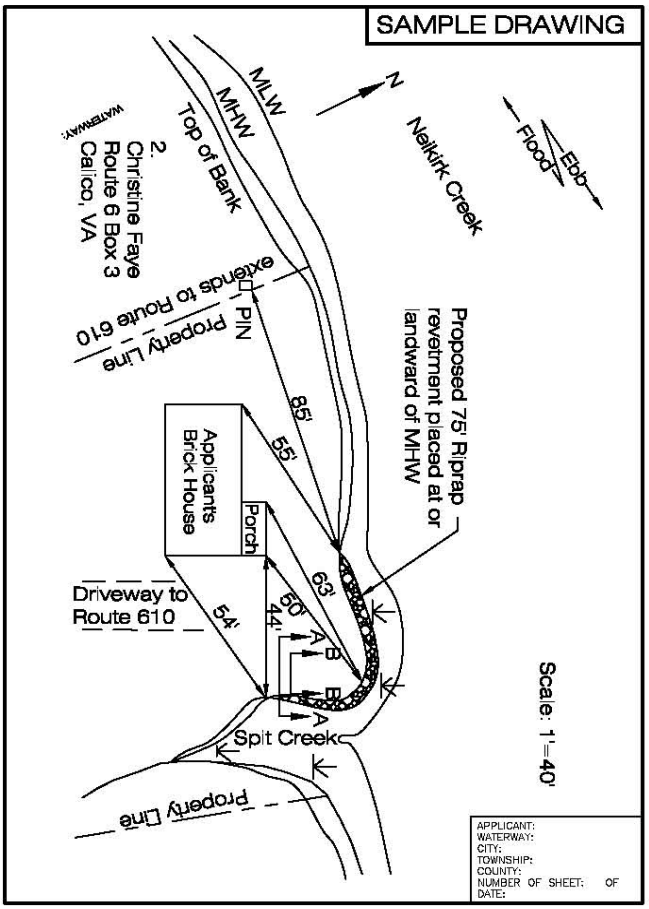


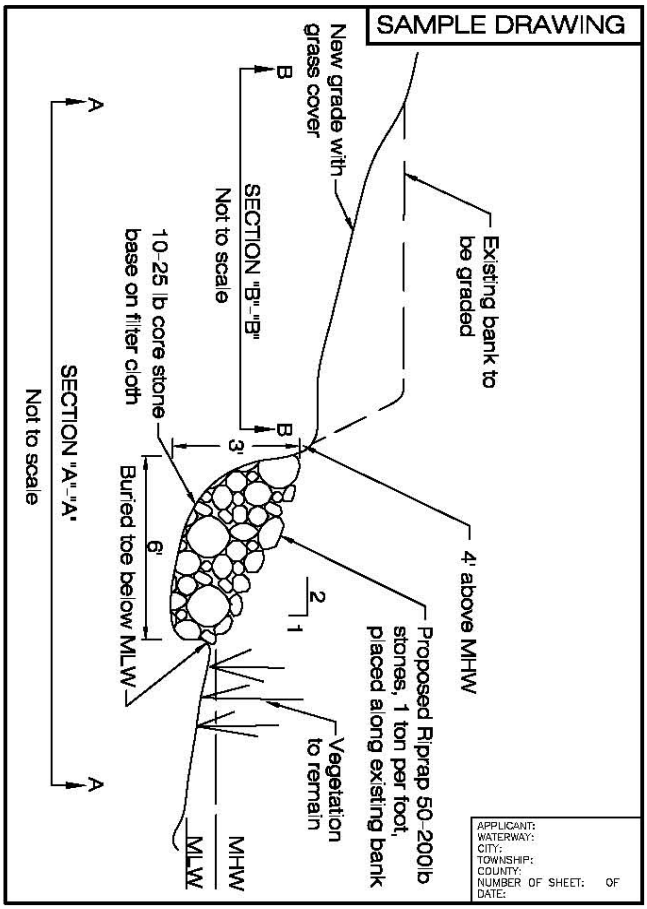
Bulkheads and Associated Backfill



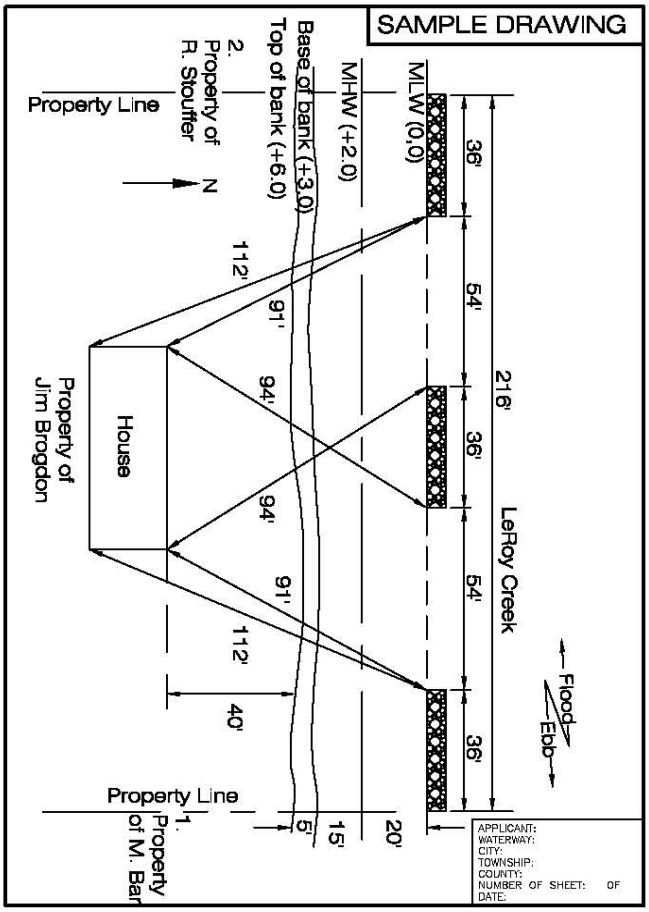


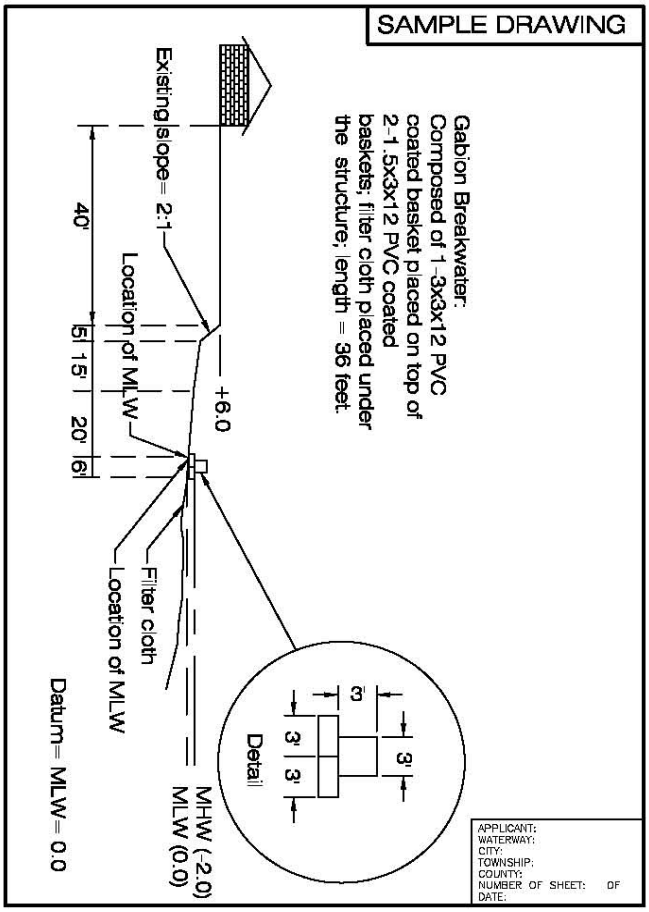
Marsh Toe Stabilization



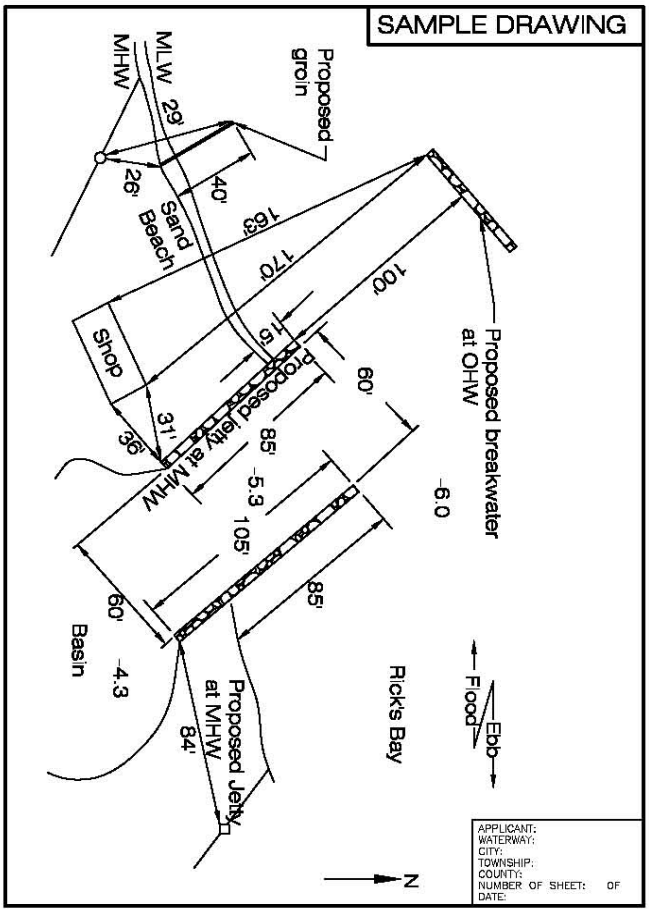


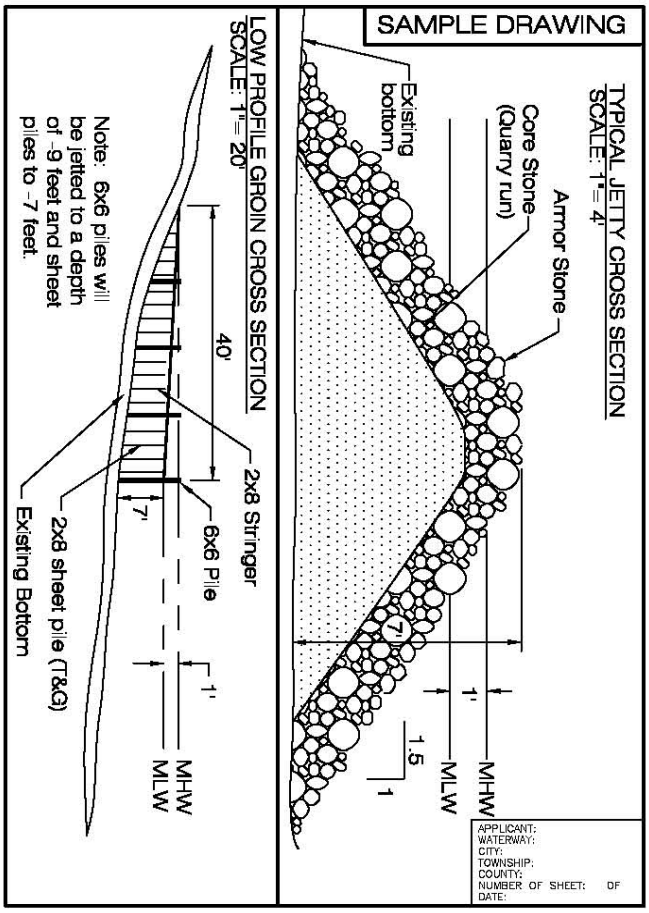
Riprap Revetment & Associated Backfill



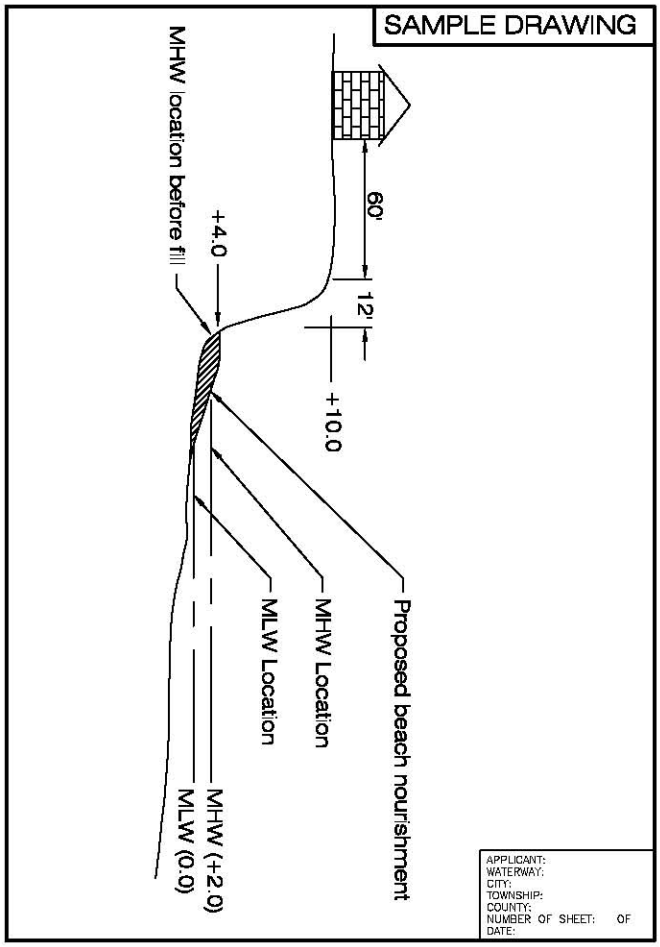


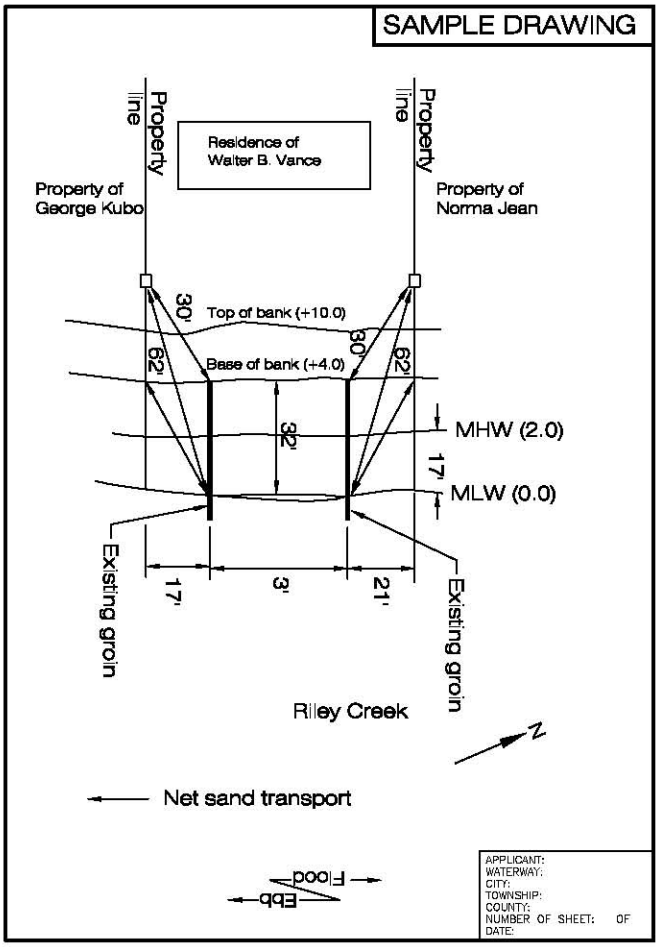
Breakwaters





Groins & Jetties





Beach Nourishment