



**THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF ENVIRONMENTAL SERVICES
LAND RESOURCES MANAGEMENT
WETLANDS BUREAU**



29 Hazen Drive PO Box 95
Concord, NH 03302-0095

phone: (603) 271-2147 fax: (603) 271-6588

website: <http://des.nh.gov/organization/divisions/water/wetlands/index.htm>

WETLANDS PERMIT APPLICATION FOR MINIMUM IMPACT AGRICULTURAL PROJECTS

- See item no. 1 on the top of page no. 3 of this form before completing pages no. 1 and 2.
- The electronic Microsoft-Word version may be completed on your computer by using tabs to advance to the next box.

1. PROJECT LOCATION ADDRESS				
TOWN/CITY	TAX MAP(S)	BLOCK(S)	LOT(S)	UNIT(S)
2. PROPERTY OWNER NAME		PHONE		EMAIL OR FAX
MAILING ADDRESS		TOWN/CITY	STATE	ZIP CODE
3. APPLICANT NAME (If different than Property Owner)		PHONE		EMAIL OR FAX
MAILING ADDRESS		TOWN/CITY	STATE	ZIP CODE
4. AGENT NAME	COMPANY/AGENCY NAME	PHONE		EMAIL OR FAX
MAILING ADDRESS		TOWN/CITY	STATE	ZIP CODE
5. RESOURCE WHERE WORK IS PROPOSED * If your resource is not listed, contact DES for guidance.				
<input type="checkbox"/> Wet meadow wetland	<input type="checkbox"/> Bank of a surface water	<input type="checkbox"/> Intermittent stream	<input type="checkbox"/> Farm pond	<input type="checkbox"/> Other:
6. IMPACT AREA (The size of the impact area in the resource in square feet and in linear feet if the project is primarily linear, such as maintenance ditching, etc...)				
7. PROJECT DESCRIPTION				
8. Agricultural projects are required to be conducted in accordance with <i>Best Management Wetland Practices for Agriculture</i> , (see: http://des.nh.gov/organization/divisions/water/wetlands/documents/bmp_wetland_practices_agric.pdf) as published by the N.H. Department of Agriculture (July 16, 1993, amended September 1998).				
Indicate the BMP that applies to the proposed project:				
DES OFFICE USE: <input type="checkbox"/> _____ <input type="checkbox"/> \$ _____ <input type="checkbox"/> _____ <input type="checkbox"/> \$ _____				

9. REQUIRED APPLICANT SIGNATURE		
<p>The applicant must sign the following statements. By signing this application, I am certifying that:</p> <p>a) I am aware of RSA 212-A, the Endangered Species Conservation Act which prohibits the taking of wildlife which are determined to be threatened or endangered and, that I will take such actions necessary to insure that my project does not jeopardize the continued existence of such species or result in the destruction or modification of critical habitat of such species as determined by the NH Fish and Game Department.</p> <p>b) I am aware of RSA 217-A, the Native Plant Protection Act which provides that native species of plants within this state and the nation that are endangered or threatened will be accorded protection as is necessary to maintain and enhance their numbers.</p> <p>c) I certify that the land areas to be modified by this permit are currently used as cropland or pasture; that the information submitted as part of this application is complete and accurate and that I have notified all abutters affected by this project.</p> <p>d) I am aware of and accept that my permit will contain a condition that any future change to non-agricultural use will require further permitting by the Department of Environmental Services (DES) Wetlands Bureau.</p> <p>e) If there is a change to non-agricultural use, I understand I will be required to file an application with the Department of Environmental Services (DES) Wetlands Bureau, and obtain a permit for that change in use.</p>		
Signature of Applicant		Date
10.	By initialing here, I, the applicant or authorized agent, in accordance with RSA 482-A:3, XIV (b), hereby authorize DES to communicate all matters relative to this application electronically with the individual's email address(es):	_____
11. COUNTY CONSERVATION DISTRICT MANAGER'S/BOARD'S SIGNATURE		
<p>The County Conservation District certifies that:</p> <p>1) The proposed project is in accordance with a plan that is developed to the standards of the <i>Best Management Wetlands Practices for Agriculture</i>, September 1998, and the plan is limited by those items addressed by the BMPs;</p> <p>2) The applicant is engaged in an agricultural operation as defined by RSA 21:34-a.</p> <p>3) The project is necessary for and/or incidental to a preexisting and ongoing bonafide agricultural operation as defined by RSA 21:34a</p>		
Conservation District Manager or Board Signature		Date
Print name legibly		
12. CONSERVATION COMMISSION SIGNATURE – REQUIRED FOR 30 DAY REVIEW		
<p><i>Conservation Commission is not required to sign.</i> If the application is not signed by the Conservation Commission, the application will be reviewed as a Standard Dredge and Fill Application within 75 days of the Notice of Acceptance.</p> <p>The Conservation Commission signature shall be obtained prior to the signature of the Municipal Clerk and subsequent to the Municipal Clerk mailing the application to the NHDES Wetlands Bureau.</p> <p>The signature below certifies that the municipal conservation commission has reviewed this application, and: 1) waives its right to intervene per RSA 482-A:11; 2) believes that the application and submitted plans accurately represent the proposed project; and 3) has no objection to permitting the proposed work.</p>		
Authorized Commission Signature		Date
Print name legibly		
13. FILING PROCEDURE		
<p>The applicant shall submit to the Municipal Clerk: 1) the original and four copies of the completed application, plans, and supporting data; 2) a \$200 check payable to the Treasurer- State of NH, and 3) municipal fee and expenses as authorized by RSA 482-A:3, I. The municipal clerk shall: 1) sign the original and four copies of the application; 2) keep the four copies of the application (and attachments) for municipal distribution in accordance with RSA 482-A:3, I; 3) forward the original application with all supporting materials and the filing fee, by certified mail, to: DES Wetlands Bureau, PO Box 95, Concord NH 03302-0095.</p>		
MUNICIPAL OFFICE USE		
As required by RSA 482-A:3, I hereby certify that the applicant has filed five complete applications, with attachments, with the town/city of:		_____
Municipal Clerk Signature		Date
Print name legibly		

1.	MINIMUM IMPACT AGRICULTURAL PROJECT CRITERIA:	
If you answer "YES" to <i>any</i> of the following statements, you cannot use this form and must file a Wetlands Bureau Application.		
A.	The proposed agricultural project is within 100 feet of a municipally-designated prime wetland, in a bog, marsh, sand dune, tidal wetland, or undisturbed tidal buffer zone.	_____
B.	The wetlands to be impacted are NOT wet meadow wetlands or are NOT specifically described in <i>Best Management Wetland Practices for Agriculture</i> , N.H. Department of Agriculture (July 16, 1993, amended September 1998) for the BMP for your project. A wet meadow is defined as an herb-dominated wetland typically with non-woody vegetation less than 3 feet in height, saturated for long periods during the growing season, but seldom flooded. Wet meadow wetlands develop on predominantly poorly drained soils (Env-Wt 101.106)	_____
C.	The project will disturb very poorly drained soils or poorly drained soils with greater than 15% inclusion of very poorly drained soils. Status of Soil Data in New Hampshire. Informational Link: www.nh.nrcs.usda.gov/Soil_Data/availableNHsoilsurveys.html	_____
D.	The project will fill or drain wetlands of greater than 3,000 square feet for the placement of parking lots, lot development or for buildings (with the exception of agri-chemical handling facility buildings).	_____
E.	Improvements to existing crop or pasture land for continued agricultural use that will impact more than three (3) acres of wetlands.	_____

2.	INFORMATION REQUIRED FOR APPLICATION ACCEPTANCE:	
If your application does not include the following information required for acceptance, your application will be returned to you.		
<input type="checkbox"/> A.	Application form with project description, Applicant and Town Clerk signatures (Env-Wt 505.01(l) & (m) & RSA 482-A-3, l(d)(1))	
<input type="checkbox"/> B.	Application fee, check or money order for \$200 payable to Treasurer – State of NH (RSA 482-A:3, l (c))	
<input type="checkbox"/> C.	A copy of your Cooperator Agreement with the County Conservation District. (Env-Wt 303.04(u)(7)(a)). Link to the ten conservation district offices: http://www.nhacd.org/districts.htm .	
<input type="checkbox"/> D.	Conservation Plan with accompanying map (Env-Wt 303.04(u)(7)(b))	
<input type="checkbox"/> E.	A complete copy of a current USDA Natural Resource Conservation Service (NRCS) soils map with the property located, and a soils legend identifying poorly drained and very poorly drained map units (or printed version of comparable digital data). (Env-Wt 303.04(u)(7)(c) & (d)) See the online Web Soil Survey: http://websoilsurvey.nrcs.usda.gov/app/ .	
<input type="checkbox"/> F.	Dated, labeled color photograph(s) mounted on 8-1/2" x 11" sheets depicting portions of wetland, shoreline, or surface waters where proposed impact will occur, and showing all existing structures (Env-Wt 303.04(u)(7)(e)).	

3.	INFORMATION REQUIRED FOR TECHNICAL REVIEW:	
If your application does not include the information required for technical review, you will be asked for additional information which will delay processing of your application.		
<input type="checkbox"/> G.	If the applicant is applying for a permit to conduct work on a property that is not under their ownership, provide a written letter of permission from the property owner granting the applicant permission to act on their behalf (RSA 482-A:11)	
<input type="checkbox"/> H.	Is the project within a ¼ mile of a designated river? <input type="checkbox"/> Yes <input type="checkbox"/> No. If "Yes", what river? _____ If the project is within ¼ mile of a Designated River, please indicate the date you sent a copy of this application and supporting materials by certified mail to the Local River Advisory Committee _____ and include a copy of the certified mail receipt. (RSA 482-A:3, l(d)(2)) Informational Link: http://des.nh.gov/organization/divisions/water/wmb/rivers/index.htm .	
<input type="checkbox"/> I.	A copy of the U. S. Geological Survey map (topographic map) upon which the property lines and project limits have been added by the applicant. (Env-Wt 505.01(g)) Map must be at a scale of 1:24,000 or 1" = 2,000 feet (metric maps produced at a scale of 1:25,000 are acceptable). These maps are commonly known as 7.5-minute quadrangle maps. <i>Do not reduce the scale of the topographic map on a copier.</i> Please make sure that any computer-generated versions of the topographic map are at this scale and are not reduced.	
<input type="checkbox"/> J.	Documentation from Department of Resources and Economic Development's Natural Heritage Bureau (NHB) indicating that NHB has reviewed your project. (RSA 212-A:9) Documentation can be obtained online at: https://www2.des.state.nh.us/nhbdatacheck/ or by phone (603) 271-2215 x 323. Please attach the REQUIRED letter/memo and map provided by NHB. (If the NHB letter indicates the presence of any exemplary natural community or threatened or endangered species, you may not be able to use this application.)	
<input type="checkbox"/> K.	A plan showing the location of the proposed work and its location relative to a fixed reference point and property boundaries with wetland boundaries indicated (See Wetland Rules Env-Wt 301.01 Delineation of Wetland Boundaries) The plan must be signed and dated with the name of the preparer.	