JOINT PERMIT APPLICATION FORM
AKA STREAM ALTERATION APPLICATION

The Joint Permit Application Form is applicable to all projects that propose to alter the bed and/or banks of a natural stream in the State of Utah and is used to facilitate review of projects for compliance with Utah Code § 73-3-29 and Utah Admin. Rule R655-13 by the State Engineer's Office (SEO).

Although not a formal application to the U.S. Army Corps of Engineers (Corps), the information requested on the Joint Permit Application Form is used by the Corps to determine if the project meets the terms and conditions of Programmatic General Permit 10 (PGP-10), and applicable requirements under Section 404 of the Clean Water Act and Section 10 of the Rivers and Harbors Act.

Following submission of the application form and review by the SEO, the Corps, other relevant government agencies, and the general public, the SEO and the Corps will determine if the project meets the approval criteria provided in Utah Code § Section 73-3-29 and PGP-10. Should the proposal meet all these approval criteria, a Joint Permit/Order of the State Engineer will be issued for the proposed project. A State Only Permit/Order of the State Engineer may be issued if the project does not meet the approval criteria of PGP-10 and the applicant will be referred to the Corps for alternative permitting, if applicable.

Full text of Utah Code § 73-3-29, Utah Admin. Rule R655-13 and PGP-10 can be found at the following links:

73-3-29	https://le.utah.gov/solrsearch.jsp?ktype=Code&request=73-3-29
R655-13	https://rules.utah.gov/publicat/code/r655/r655-013.htm
PGP-10	https://waterrights.utah.gov/strmalt/whitepapers/20260222_PGP10.pdf

SOME NOTES ON COMPLETING THE JOINT PERMIT APPLICATION FORM

Although most information requested on the application form should be self-explanatory, the following may be useful in completing the form.

Applicant: The applicant is the person, agency, or other organization that will be responsible for the work and meeting all conditions of an approved application. Therefore, contractors or consultants should not be listed within the applicant fields.

Authorized agent: If a consultant or contractor or other individual besides the applicant has been retained to either design or conduct the actual stream alteration project and will act as a primary contact person for the SEO, please enter the name of that person. If the applicant is to act as his or her own agent, leave these fields blank.

Stream to be altered: The name of the stream, river, or creek that is to be altered. If the project will not physically alter the channel of a natural stream, but only occurs adjacent to it, enter the name of the watercourse anyway. If the project will alter more than one watercourse, please fill out a separate application for each watercourse impacted.

Latitude and longitude: These are the coordinates of the proposed project. Few (if any) proposals are constrained at a point so please enter the approximate center point of the proposed stream alteration. Coordinates can be found using the SEO map server utility at:
https://maps.waterrights.utah.gov/EsriMap/map.asp?layersToAdd=StreamAlteration

Ordinary High Water Mark: Includes areas located below the ordinary high water mark (OHWM) of the channel. The OHWM is identified by physical indicators such as shelving, changes in vegetation, debris, or soil characteristics and generally corresponds to bank full or average seasonal high flow. In urbanized streams, the OHWM may be lower than the top of bank.

Placement of fill material in Waters of the U.S.: This section of the application form is critical for review by the Corps. As noted in the application, examples of fill material include, but are not limited to: rock, sand, soil, clay, plastics, construction debris, wood chips, and materials used to create any structure or infrastructure in the Waters of the U.S. Fill not only includes material introduced to the stream, but also material relocated from the stream. For example, if a utility was to be installed via open trench and the trench backfilled with the excavated material, that material should be counted as fill.

Plan-view drawing: Plan-view drawings should be accurately scaled and contain enough information so that the nature and extent of the project is easily understandable. All drawings should show the proposed work with respect to the channel being altered. Depending on the nature of the project, before and after plan-view drawings may need to be provided. Plan view drawings should also identify **the location of the OHWM** and the areas where materials and construction equipment will be stored/staged in preparation for, and during, construction. An example plan-view drawing is shown in Figure 1**.**

Cross-sectional drawing: Cross-sectional view drawings should be accurately scaled and contain enough information that the nature and extent of the project is easily understandable. All drawings should show the proposed work with respect to the channel being altered. Cross-sectional drawings must also show the location of the OHWM. Depending on the nature of the project, before and after cross-sectional view drawings may need to be provided. An example of a cross-sectional drawing is shown in Figure 2.

CONTACT INFORMATION

For more information regarding the Joint Permit/Stream Alteration Application Form or questions regarding the Stream Alteration Program, please contact the Division of Water Rights at 801-538-7240 or visit the Division's website at: waterrights.utah.gov.

Figure 1. Plan-view Drawing

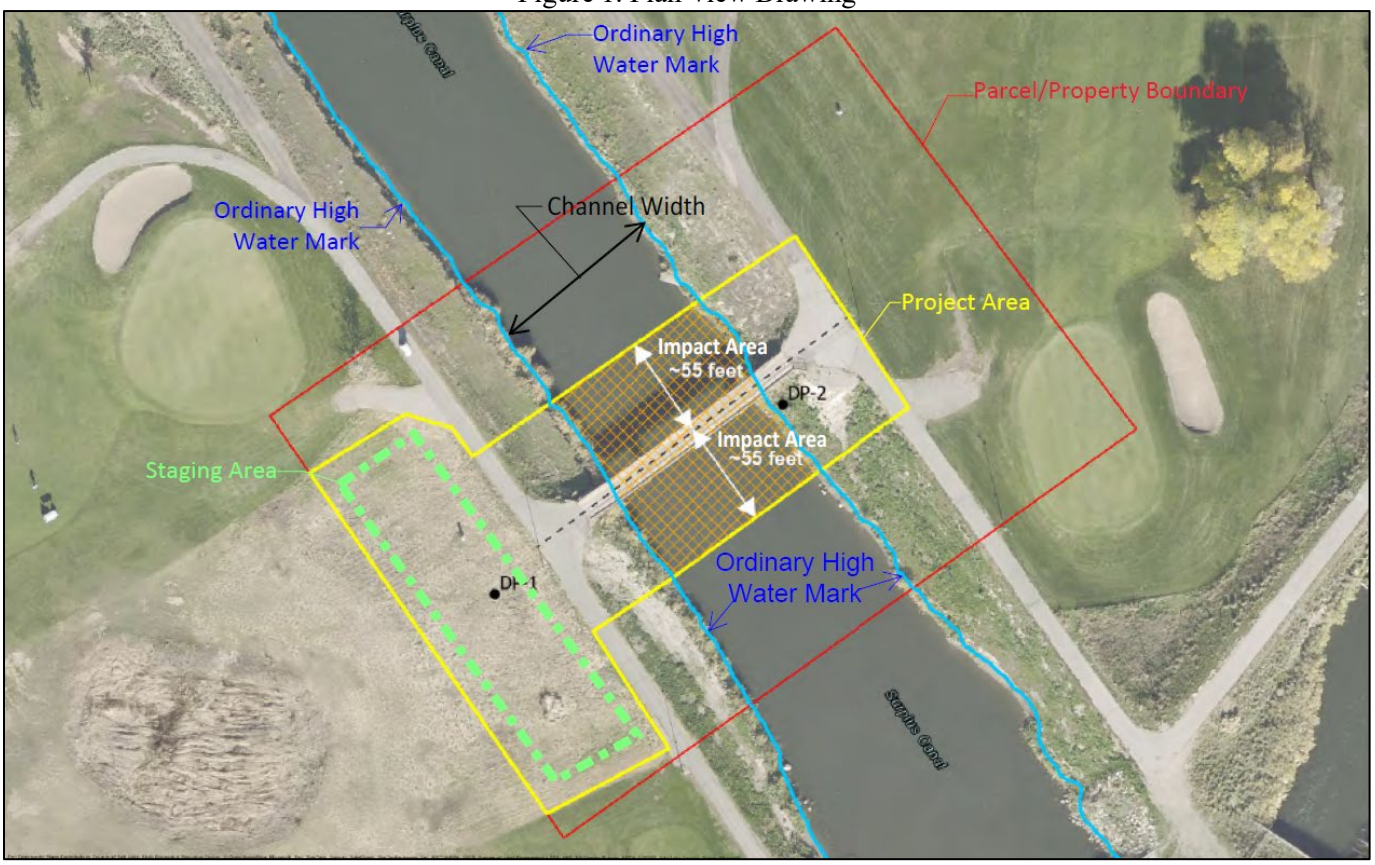
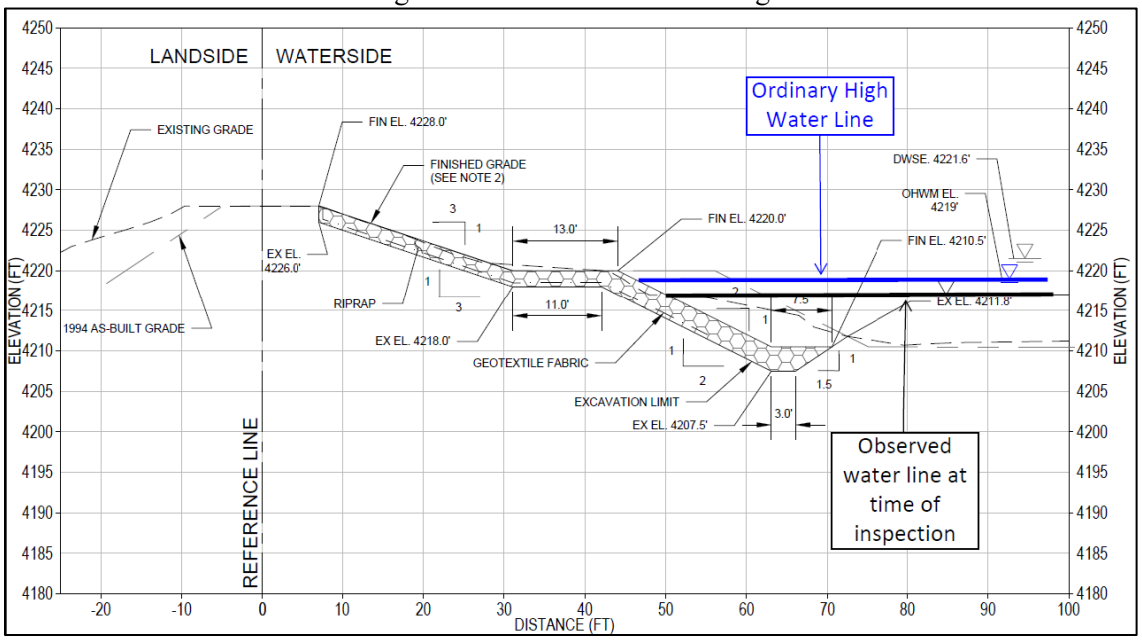


Figure 2. Cross-sectional Drawing



This page may be discarded prior to application form submission.

Rec. by _____
Fee Rec. _____
Receipt # _____

JOINT PERMIT APPLICATION FORM

U.S. ARMY CORPS OF ENGINEERS – FOR SECTIONS 404 AND 10
UTAH STATE ENGINEER'S OFFICE – FOR UTAH CODE § 73-3-29

Application Number _____/_____
U.S. Army Corps of Engineers | Utah State Engineer's Office

APPLICANT INFORMATION

Applicant's Name:
First: _____ Last: _____
Company (if applicable): _____
Email: _____
Phone Number: _____

Applicant Address
Street, RFD or P.O Box: _____
City: _____ State: _____ ZIP Code: _____

AUTHORIZED AGENT INFORMATION (if applicable)

Agent's Name:
First: : _____ Last: _____
Company (if applicable): _____
Email: _____
Phone Number: _____

Authorized Agent Address
Street, RFD or P.O. Box: _____
City: _____ State: _____ ZIP Code: _____

PROJECT LOCATION AND STREAM INFORMATION

Project location or address:

Project Latitude (in decimal degrees):_____ Longitude: _____

Name of stream to be altered: _____

Water flow of stream to be altered:

- ☐ Water flows year-round (perennial)
- ☐ Water flows during part of the year (intermittent)
- ☐ Water flows only during/immediately following rain (ephemeral)

PROJECT INFORMATION

Project Description: Provide a brief description of the proposed work (e.g., culvert installation/replacement, bank stabilization, utility construction); construction methodology (e.g., excavation, trenching, grading); equipment needed (e.g., excavator, backhoe, skid-steer, dump truck); materials to be discharged or installed (e.g., rock riprap, concrete, culvert, pipe, sediment); construction sequencing and timing; and information on temporary work areas and restoration measures.

Project Purpose: Provide justification/need for the proposed project (e.g., development, drainage, access, utilities, stabilization, transportation, recreation, restoration).

Will the work result in the relocation, straightening, piping or rearranging of a natural stream channel? ☐ Yes ☐ No

Are wetlands located in the project area? ☐ Yes ☐ No

Is this a single and complete project?* ☐ Yes ☐ No

If not a single and complete project, describe the larger project or other related activities:

* *A single and complete project is the total project proposed or accomplished by the applicant. Single and complete projects may not be ''piecemealed'' to avoid the limits of this permit.*

DISCHARGE OF FILL MATERIAL IN WATERS OF THE U.S.

Will this project result in the discharge of dredged or fill material* below the OHWM of the stream? ☐ Yes ☐ No

Source and type of fill material:

**Examples of fill material include, but are not limited to: rock, sand, soil, concrete, construction debris, and materials used to create any structure or infrastructure in the Waters of the U.S.*

Stream Impacts Below the Ordinary High Water Mark (OHWM)*:

Linear feet proposed to be impacted (ft): _____

Area of stream proposed to be impacted (sq ft): _____

** The OHWM is the line on the bank established by fluctuations of water and indicated by physical characteristics such as shelving, destruction of terrestrial vegetation, presence of litter or debris, or changes in the character of soil. (see Figures 1 and 2 on page 3 of application instructions for clarification).*

ADDITIONAL PROJECT INFORMATION

Avoidance and Minimization: List steps taken to avoid and minimize impacts to the stream (e.g., avoid unnecessary impacts, minimize unavoidable impacts)

Construction Best Management Practices (BMPs): Indicate BMPs to be utilized during construction activities (*Check all that apply*):

☐ Silt fencing ☐ Discharge point sediment control ☐ Construction dewatering (Specify plan in box below) ☐ Erosion control matting
☐ Disturbed area restoration ☐ Sediment trap or basin ☐ Minimize equipment stream crossings ☐ Equipment fueling/maintenance in uplands
☐ Spill prevention measures ☐ Wattles/fiber rolls ☐ Other:_____

Dewatering: If work would occur in a wetted channel or live water, describe the dewatering method (provide drawing/sketch if applicable)

Mitigation: Describe any proposed mitigation to offset impacts to the stream channel (e.g., replanting of vegetation that was removed during construction)

Alternatives: Describe other methods/designs that were evaluated in order to meet the project purpose.

Federal Involvement:

Is a federal agency involved in this project (e.g., lease, right-of-way, funding, additional authorizations)? ☐ Yes ☐ No

Lead Federal Agency: _____

Cultural Resources:

Are you aware of any cultural resources or any historic properties that could be impacted by the proposed project? ☐ Yes ☐ No

If yes, please explain:

Has a cultural resource survey been conducted on the property where the proposed project is to occur? ☐ Yes ☐ No

If yes, briefly summarize the results:

If a federal agency is involved, provide documentation demonstrating compliance with Section 106 of the National Historic Preservation Act. Please do not include any cultural resource survey reports with this application unless specifically requested.

Threatened and Endangered Species:

Are Federally-listed Threatened and/or Endangered Species present in the project area? ☐ Yes ☐ No

Have surveys for these species been conducted? ☐ Yes ☐ No

If yes, briefly summarize the results:

If a federal agency is involved, provide documentation demonstrating compliance with Section 7 of the Endangered Species Act.

Additional Authorizations: List any other required authorizations (federal, state, or local governments) and status of each:

Estimated project start date: _____ **Estimated project completion date:** _____

COMPLETE IF LOW-TECH PROCESS-BASED RESTORATION (LTPBR) STRUCTURES ARE PROPOSED, SUCH AS BEAVER DAM ANALOGUES (BDAs) OR POST-ASSISTED LOG STRUCTURES (PALS)

Are wetlands present along the stream banks within the proposed LTPBR reach? ☐ Yes ☐ No

Will adjacent wetlands be filled and/or converted to open water due to increased water elevation? ☐ Yes* ☐ No

Total permanent wetland impact (sq ft): _____

Total Indirect wetland impacts (sq ft): _____

Total temporary wetland impacts (sq ft):_____

**If yes, submit a completed LTPBR table with your application. The LTPBR table can be found at: https://www.waterrights.utah.gov/strmalt/whitepapers/BDA Spreadsheet.xlsx*

Number of LTPBR structures: _____

Project linear extent (ft or miles): _____

Avg. per structure (ft): length _____ width ____

IF BANK STABILIZATION OR PROTECTION IS PROPOSED, SUBMIT THE FOLLOWING INFORMATION

☐ A description of the need for the work, including the cause of the erosion and the threat posed to structures, infrastructure, and/or public safety.

☐ A narrative demonstrating that the proposed activity incorporates the least damaging bank protection methods. These methods include, but are not limited to, the use of bioengineering, biotechnical design, root wads, large woody debris, native plantings, and beach nourishment in certain circumstances. If rock must be used due to site erosion conditions, explain how the bank stabilization structure incorporates elements beneficial to aquatic organisms.

☐ A planting plan which involves the use of native riparian plants, unless the applicant demonstrates it is not appropriate or not practicable.

Please complete the following checklist

Failure to indicate that all pertinent information has been submitted will result in your application being returned.

- ☐ Appropriate application processing fee payment (see fee schedule below).
- ☐ A clear site location map with enough detail to easily find the site.
- ☐ Plan view and cross-sectional drawings showing all work requiring a permit, including fills, structures, borrow sites, staging areas and storage areas. **The drawings must clearly demarcate the OHWM and clearly illustrate where fill will be placed below the OHWM**. Professional drawings are not required; however, drawings must be scaled or indicate dimensions of the work to be completed.
- ☐ Ground photographs taken from various locations of the proposed disturbance area when no snow is present.

Application is hereby made for a permit or permits to authorize the activities described herein. I certify that I am familiar with the information contained in the application, and that to the best of my knowledge and belief, such information is true, complete and accurate. I further certify that I possess the authority to undertake the proposed activities or am acting as the duly authorized agent of the applicant which is a **(check one of the following) commercial ☐, non-commercial ☐, or governmental ☐ entity.**

Signature of applicant:_____ Date:_____

I hereby certify that_____is acting as my agent on this project.

Filing Instructions

Application supplements should be submitted on paper no larger than 11 x 17 inches or alternatively as PDF format electronic files. If more than one watercourse is to be altered as a result of the project, a separate application must be submitted for each watercourse. Application fees must be received by the Division of Water Rights at the time of application submission and must be either hand delivered or submitted through standard mail to the address below, or submitted online with a credit card payment. For online submittal with credit card payment, after completing, printing, signing and scanning the PDF form, the completed form must be uploaded on the online stream alt submittal page, which can be found at https://waterrights.utah.gov/strmalt/onlineStreamAltSubmittal.asp. The online submittal process is not complete until the credit card payment is confirmed.

Utah Division of Water Rights 1594
W. North Temple, Suite 220 Salt
Lake City, UT 84114-6300

Application Processing Fees

Application fees are based on the type of entity applying for the proposed stream alteration project.

Commercial Entities:	$2000.00	per application processed.
Non-Commercial Entities:	$100.00	per application processed.
Governmental Entities:	$500.00	per application processed.