

PART II: PUBLIC ROAD MAINTENANCE SHORT FORM NOTICE For Minnesota Local/State Wetland Projects

This is applicable **ONLY** for projects that qualify as either:

- 1) Minor or emergency maintenance work impacting less than 10,000 square feet of wetlands subject to the Wetland Conservation Act, **OR**
- 2) Minor or emergency maintenance work impacting less than 10,000 square feet of certain DNR Public Water Wetlands subject to the DNR Public Waters Work Permit Program (i.e., those not assigned as shoreland classification, not classified as lacustrine wetlands or deepwater habitats, or not having state or federal landownership), provided a copy of this one-page form is sent to the DNR Waters area office; **OR**
- 3) DNR Public Water Wetlands and wetland areas of DNR Public Waterbasins when the DNR has received a copy of the one-page Public Road Maintenance Notice Form and has waived the requirement for a DNR Public Waters Work Permit to either the LGU responsible for the WCA or to the public road authority responsible for reporting wetland impacts to Board of Water and Soil Resources. **OR**
- 4) Existing public road crossings of DNR Public Waters. For these cases this notice is an application for a DNR Public Waters Permit.

IS THIS AN ORIGINAL OR AMENDED NOTICE? (check one)

- This is an original notice, dated _____ This is an amended notice, dated _____
- This is an application for a DNR PUBLIC WATERS PERMIT

1. APPLICANT CONTACT INFORMATION:

Name of applicant: _____ Contact person (name and title): _____
 Complete mailing address: _____
 Business phone: () _____ Fax: () _____ e-mail: _____

2. PROJECT IDENTIFICATION: Indicate road name and/or number, termini and project number. Also attach PROJECT LOCATOR MAP

3. PROJECT WILL AFFECT: WETLANDS; DNR PUBLIC WATERS (NAME AND ID#): _____

4. LOCATION OF PROJECT AND WETLAND (S) TO BE IMPACTED:

County: _____ Watershed number: _____ ¼ of ¼ Section _____, Township # _____, Range _____

5. PROJECT TIMELINE: Approximate project start date: _____ Projected end date: _____

6. PROJECT DESCRIPTION (check all that apply): See What To Include on Plans (Instructions page)

- | | |
|---|--|
| <input type="checkbox"/> Guardrail improvement | <input type="checkbox"/> Guardrail improvement with slope flattening |
| <input type="checkbox"/> Resurfacing | <input type="checkbox"/> Culvert repair |
| <input type="checkbox"/> Culvert extension | <input type="checkbox"/> Culvert replacement |
| <input type="checkbox"/> Shoulder widening | <input type="checkbox"/> Shoulder widening with ditch grading |
| <input type="checkbox"/> Slope flattening | <input type="checkbox"/> Turn lane reconstruction |
| <input type="checkbox"/> Turn lane-new construction | <input type="checkbox"/> Bridge repair or replacement on existing road |
| <input type="checkbox"/> Other: | |

7. FOOTPRINT OF IMPACT: _____ square feet of Type _____ wetland impacted
 _____ linear feet of watercourse
 _____ acres of DNR Public Waters

8. SIGNED AFFIRMATIONS:

For wetland impacts: I affirm that 1) steps have been taken to minimize the amount of wetland filling, excavating or draining associated with this project; 2) mitigating important site-specific wetland functions on site has been considered; and 3) the above information is true, complete and accurate to the best of my knowledge.

For DNR Public Waters impacts: I am applying for state and local authorization to conduct the work described in this application. I am familiar with the information contained in this application.

Signature of applicant

Date

Instructions Page for PUBLIC ROAD MAINTENANCE SHORT FORM NOTICE

If you have questions or need assistance with filling out this application, contact your LGU or your DNR Waters Area Hydrologist. Contact the DNR Waters Area Hydrologist if assistance is needed on shoreland or deep-water determinations.

NOTE CONCERNING COE JURISDICTION: You do not need to notify or obtain authorization from COE if all proposed work is covered by either a COE Section 404 non-reporting General Permit or a Clean Water Act Section 404 exemption, or if no work is in an area subject to COE jurisdiction under Section 404 of the Clean Water Act or Section 10 of the Rivers and Harbors act of 1899. Contact the COE if you have questions.

WHAT TO INCLUDE AS ATTACHMENTS:

- Project locator map
- Overhead view of project, which should include the following items that pertain to your project:
 1. Location and extent of shoreline, wetlands and water.
 2. Location and dimensions of proposed project, structure or activity. Include length, width, elevation and other measurements, including old and new alignments, as appropriate.
 3. For bridge and culvert projects, include hydrology and hydraulic reports as applicable.
 4. Points of reference (such as existing bridges or culverts).
 5. Indication of north.
 6. Location of spoil and disposal sites (if applicable).

Mail this Public Road Maintenance Short Form Notice, along with your attachments to:

1. Appropriate LGU;
2. Local BWSR Board Conservationist;
3. County SWCD WCA contact;
4. For LOCAL government road projects that qualify for replacement of wetland impacts under the BWSR Road Replacement Program, also send a complete copy of the application and attachments to the BWSR Wetland Banking Administrator at 1 West Water Street, Suite 200, St. Paul, MN 55107, phone 651-297-4958; and
5. For projects affecting DNR Public Waters, send a copy to the DNR Waters Area Hydrologist. Visit the DNR web site (www.dnr.state.mn.us) to locate the Area Hydrologist for your location, or contact a Regional DNR office for more specific information:

DNR NW Region:

2115 Birchmont Beach Ridge Road N.E.
Bemidji, Minnesota 56601
Phone: 218-755-3873

DNR NE Region:

1201 East Highway 2
Grand Rapids, Minnesota 55744
Phone: 218-327-4416

DNR Central Region:

1200 Warner Road
St. Paul, MN 55106

DNR Southern Region:

261 Highway 15 South
New Ulm, MN 56073

Phone: 651-772-7910

Phone: 507 359-6053