



JOINT APPLICATION FORM

For Permits/Determinations to undertake activities affecting streams, waterways, waterbodies, wetlands, coastal areas and sources of water supply.



New York
State

You must separately apply for and obtain separate Permits/ Determinations from each involved agency prior to proceeding with work. Please read all instructions.

US Army Corps of
Engineers (USACE)

APPLICATIONS TO	2. US Army Corps of Engineers	3. NYS Office of General Services	4. NYS Department of State
1. NYS Department of Environmental Conservation Check all permits that apply: <input type="checkbox"/> Stream Disturbance <input type="checkbox"/> Excavation and Fill in Navigable Waters <input type="checkbox"/> Docks, Moorings or Platforms <input type="checkbox"/> Dams and Impoundment Structures <input type="checkbox"/> 401 Water Quality Certification <input type="checkbox"/> Freshwater Wetlands <input type="checkbox"/> Tidal Wetlands <input type="checkbox"/> I am sending this application to this agency.	2. US Army Corps of Engineers Check all permits that apply: <input type="checkbox"/> Section 404 Clean Water Act <input type="checkbox"/> Section 10 Rivers and Harbors Act <input type="checkbox"/> Nationwide Permit(s) - Identify Number(s): _____ _____ Preconstruction Notification - <input type="checkbox"/> Y / <input type="checkbox"/> N <input type="checkbox"/> I am sending this application to this agency.	3. NYS Office of General Services Check all permits that apply: <input type="checkbox"/> State Owned Lands Under Water <input type="checkbox"/> Utility Easement (pipelines, conduits, cables, etc.) <input type="checkbox"/> Docks, Moorings or Platforms <input type="checkbox"/> I am sending this application to this agency.	4. NYS Department of State Check if this applies: <input type="checkbox"/> Coastal Consistency Concurrence <input type="checkbox"/> I am sending this application to this agency.

5. Name of Applicant (use full name)	Applicant must be:	6. Name of Facility or Property Owner (if different than Applicant)
Mailing Address	<input type="checkbox"/> Owner <input type="checkbox"/> Operator <input type="checkbox"/> Lessee (check all that apply)	Mailing Address
Post Office City	Taxpayer ID (If applicant is NOT an individual):	Post Office City
State Zip Code		State Zip Code
Telephone (daytime) Email		Telephone (daytime) Email

7. Contact/ Agent Name	8. Project / Facility Name	Property Tax Map Section / Block / Lot Number
Company Name	Project Location - Provide directions and distances to roads, bridges and bodies of waters:	
Mailing Address	Street Address, if applicable	Post Office City State NY Zip Code
Post Office City	Town / Village / City	County
State Zip Code	Name of USGS Quadrangle Map	Stream/Water Body Name
Telephone (daytime)	Location Coordinates: Enter NYTMs in kilometers, OR Latitude/Longitude	
Email	NYTM-E NYTM-N	Latitude Longitude

For Agency Use Only

DEC Application Number:

USACE Number:

JOINT APPLICATION FORM - PAGE 2 OF 2
Submit this completed page as part of your Application.

9. **Project Description and Purpose:** Provide a complete narrative description of the proposed work and its purpose. Attach additional page(s) if necessary. Include: description of current site conditions and how the site will be modified by the proposed project; structures and fill materials to be installed; type and quantity of materials to be used (i.e., square ft of coverage and cubic yds of fill material and/or structures below ordinary/mean high water) area of excavation or dredging, volumes of material to be removed and location of dredged material disposal or use; work methods and type of equipment to be used; pollution control methods and mitigation activities proposed to compensate for resource impacts; and where applicable, the phasing of activities. **ATTACH PLANS ON SEPARATE PAGES.**

Proposed Use: ☐ Private ☐ Public ☐ Commercial

Proposed
Start Date:

Estimated
Completion Date:

Has Work Begun on Project? ☐ Yes ☐ No If Yes, explain.

Will Project Occupy Federal, State or Municipal Land? ☐ Yes ☐ No If Yes, please specify.

10. List Previous Permit / Application Numbers (if any) and Dates:

11. Will this project require additional Federal, State, or Local Permits including zoning changes? ☐ Yes ☐ No If yes, please list:

12. **Signatures.** If applicant is not the owner, both must sign the application.

I hereby affirm that information provided on this form and all attachments submitted herewith is true to the best of my knowledge and belief. False statements made herein are punishable as a Class A misdemeanor pursuant to Section 210.45 of the Penal Law. Further, the applicant accepts full responsibility for all damage, direct or indirect, of whatever nature, and by whomever suffered, arising out of the project described herein and agrees to indemnify and save harmless the State from suits, actions, damages and costs of every name and description resulting from said project. In addition, Federal Law, 18 U.S.C., Section 1001 provides for a fine of not more than \$10,000 or imprisonment for not more than 5 years, or both where an applicant knowingly and willingly falsifies, conceals, or covers up a material fact; or knowingly makes or uses a false, fictitious or fraudulent statement.

Signature of Applicant

Printed Name

Title

Date

Signature of Owner

Printed Name

Title

Date

Signature of Agent

Printed Name

Title

Date

For Agency Use Only

DETERMINATION OF NO PERMIT REQUIRED

(Agency Name) Agency Project Number _____
has determined that No Permit is required from this Agency for the project described in
this application.

Agency Representative: Name (printed) _____ Title _____
Signature _____ Date _____



JOINT APPLICATION FORM - INSTRUCTIONS

Use this application to apply for Permits and Determinations from all of the listed state and federal agencies. This form is for all projects that affect streams, waterways, waterbodies, wetlands, coastal areas and sources of water supply.



**US Army Corps of
Engineers (USACE)**
New York District
Buffalo District

New York State

Department of Environmental Conservation (DEC)
Office of General Services (OGS)
Department of State (DOS)

Type or print clearly in ink. This Form has 2 pages. Incomplete, illegible or inaccurate information may delay processing and a final decision on your application. Individual Agencies may request that you submit additional information to complete your application. If you have any questions, contact the Agencies or check the Agency websites listed on Page 2 for further information.

PERMITS REQUESTED: You are responsible for obtaining all federal, state or local permits or other approvals. Check all Permits/Determinations you are applying for from the listed Agencies.


You must obtain separate authorizations or determinations of no permit required from each Agency in accordance with their jurisdiction prior to initiation of work.

APPLICANT / OWNER / CONTACT INFORMATION AND SIGNATURES: Signatures of the Applicant, Owner and Agent, where applicable, are required.

Applications by a Corporation must be signed by a member of the board of directors or a "high managerial agent" of the corporation as that term is defined in the § 20.20 of the Penal Law; a Partnership by a general partner; a Sole Proprietorship by the proprietor; a Limited Liability Company by member or manager in accordance with the LLC's articles of organization as filed with the Secretary of State.

Applications by a State Agency must be signed by a person duly designated by the commissioner or other agency head. Applications by Municipalities (counties, cities, towns and villages) and Public Corporations must be signed by the chief executive officer, the head of a subordinate agency or department, or a person duly designated by the chief executive officer.


Construction or work contractors may serve as a contact/agent on behalf of the applicant, but cannot be identified as the applicant or prospective permittee should a permit be issued.

PROJECT / FACILITY LOCATION INFORMATION: If you are able to supply accurate project location coordinates, please do so. Location Coordinates are expressed in New York Transverse Mercator (NYTM) units (i.e., UTM Zone 18 expanded to encompass the entire state) based on the North American Datum 1983, or Latitude and Longitude. Coordinates may be obtained from DEC's online Environmental Resource Mapper (www.dec.ny.gov/animals/38801.html), using the Identify  tool.

PROJECT DESCRIPTION AND PURPOSE: Provide a complete narrative description of the proposed work and its purpose. Attach additional page(s) if necessary.

REQUIRED APPLICATION ATTACHMENTS

Attach and submit the following to each involved Agency:

- 1) **LOCATION MAP** - A US Geological Survey (USGS) Quadrangle Map, or equivalent identifying the project location. The map should include wetlands, seasonally wet streams and ditches. An acceptable location map may be obtained from DEC's online Environmental Resource Mapper (<http://www.dec.ny.gov/animals/38801.html>), using the Printer  tool.
- 2) **PROJECT PLANS** - A sketch plan view and cross-section drawn to scale with dimensions given, or engineering drawings showing location and extent of work. Note from which direction the photographs required in (3) are taken.

- 3) **PHOTOGRAPHS** - At least 3 color photographs, taken from multiple directions, which clearly depict the site of the proposed activity without snow cover. Include any existing structures on the site and the area surrounding the site. Indicate the time and date when taken.

OTHER REQUIREMENTS

If applying to State Agencies: State Environmental Quality Review Act regulation (SEQR), 6 NYCRR Part 617) is applicable (see www.dec.ny.gov/regs/4490.html) -

- a) If the project is an Unlisted Action, submit a completed Part 1 of a Short Environmental Assessment Form. *
- b) If the project is a Type I Action, submit a completed Part 1 of a Full Environmental Assessment Form. *

If applying to NYS DEC - Complete the **Permission to Inspect Property Supplement** * to provide consent for DEC inspection. Failure to grant consent can be grounds for, and may result in, permit denial.

If applying to USACE/ NYS DOS - If the project requires a federal permit and lies within or affects the Coastal Zone (see the DOS Coastal Area Maps at http://www.nyswaterfronts.com/maps_regions.asp) submit a completed Federal Consistency Assessment Form (available at www.nyswaterfronts.com/consistency_federal.asp) to NYS DOS with a copy to USACE.

For USACE Section 404 Clean Water Act permits and specific Nationwide permits - a 401 Water Quality Certification must be obtained from NYS DEC.

For projects within the Adirondack Park - To determine permitting applicability, contact -
NYS Adirondack Park Agency, 1133 NYS Rte 86, PO Box 99,
Ray Brook, NY 12977 (518) 891-4050 www.apa.state.ny.us

SPECIAL SUPPLEMENTS AND REQUIREMENTS FOR SPECIFIC PERMIT APPLICATIONS

Applications for ... must be accompanied by ...

- **Dams and Impoundment Structures** Supplement D-1 *
- **Docks and Moorings** Supplement D-2 *
- **Water Supply** Supplement W-1 *
- **Long Island Well** Regional specific supplement *
- **Wild, Scenic and Recreational River Systems** Supplement WSR-1 *
- **Incidental Take** Supplement IT-1 *
- **Aquatic Vegetation, Aquatic Insect, and Fish Control** ... Category specific form available at NYS DEC offices and www.dec.ny.gov/chemical/8530.html . Submit applications to the NYS DEC regional office, Attn: Bureau of Pesticides.
- **USACE Section 404 Clean Water Act and DEC Freshwater Wetlands and DEC Tidal Wetlands** ... Applications to disturb a wetland or waterway by placing fill or performing mechanized land clearing, ditching, channelization, dredging, or excavation activities should provide a discussion of practicable alternatives considered to avoid, minimize and/or mitigate the proposed project impacts. Particular justification should be given as to why the alternatives are not suitable.
- **DEC Freshwater and Tidal Wetlands** ... Applications fees are required. Refer to: www.dec.ny.gov/permits/65153.html

* Forms are available at NYS DEC offices and at
www.dec.ny.gov/permits/6222.html

JOINT APPLICATION FORM INSTRUCTIONS - PAGE 2 OF 2

SUBMISSION OF APPLICATION FORMS AND ATTACHMENTS

Separately mail the completed application to each involved Agency based on project location and permit(s) requested.

For DEC - Mail **3 copies** of: this Application, any supplemental forms, and all required attachments.

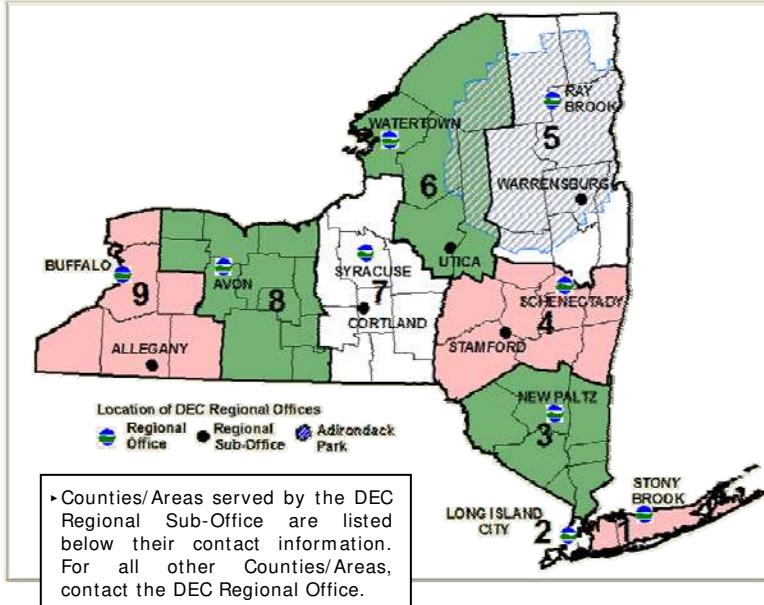
For Other Agencies - Mail **1 copy** of: this Application, any supplemental forms, and all required attachments.

Refer to each Agency's website for specifications on submitting documents on electronic media or via email.

AGENCY CONTACT INFORMATION

NYS Department of Environmental Conservation

www.dec.ny.gov



NYS DEC REGION 4 Sub-Office

Regional Permit Administrator
65561 State Hwy 10
Stamford, NY 12167-9503
(607) 652-7741
email: r4dep@gw.dec.state.ny.us

► For Schoharie, Otsego, Delaware, Counties, and Greene County towns within the NYC watershed

NYS DEC REGION 5

Regional Permit Administrator
PO Box 296
1115 Route 86
Ray Brook, NY 12977-0296
(518) 897-1234
email: r5dep@gw.dec.state.ny.us

NYS DEC REGION 5 Sub-Office

Regional Permit Administrator
232 Golf Course Rd
Warrensburg, NY 12885-1172
(518) 623-1281
email: r5dep@gw.dec.state.ny.us

► For Washington, Warren, Saratoga, Fulton Counties

NYS DEC REGION 7

Regional Permit Administrator
615 Erie Blvd West
Syracuse, NY 13204-2400
(315) 426-7438
email: r7dep@gw.dec.state.ny.us

NYS DEC REGION 7 Sub-Office

Regional Permit Administrator
1285 Fisher Avenue
Cortland, NY 13045-1090
(607) 753-3095
email: r7dep@gw.dec.state.ny.us
► For Tompkins, Cortland, Broome, Chenango, Tioga Counties

NYS DEC REGION 8

Regional Permit Administrator
6274 E. Avon - Lima Road
Avon, NY 14414-9519
(585) 226-5400
email: r8dep@gw.dec.state.ny.us

NYS DEC REGION 1

Regional Permit Administrator
SUNY @ Stony Brook
50 Circle Road
Stony Brook, NY 11790-3409
(631) 444-0365
email: r1dep@gw.dec.state.ny.us

NYS DEC REGION 2

Regional Permit Administrator
1 Hunter's Point Plaza
47-40 21st Street
Long Island City, NY 11101-5407
(718) 482-4997
email: r2dep@gw.dec.state.ny.us

NYS DEC REGION 3

Regional Permit Administrator
21 South Putt Corners Road
New Paltz, NY 12561-1696
(845) 256-3054
email: r3dep@gw.dec.state.ny.us

NYS DEC REGION 4

Regional Permit Administrator
1130 North Westcott Road
Schenectady, NY 12306-2014
(518) 357-2069
email: r4dep@gw.dec.state.ny.us

NYS DEC REGION 6

Regional Permit Administrator
317 Washington Street
Watertown, NY 13601-3787
(315) 785-2245
email: r6dep@gw.dec.state.ny.us

NYS DEC REGION 6 Sub-Office

Regional Permit Administrator
207 Genesee Street
Utica, NY 13501-3787
(315) 793-2555
email: r6dep@gw.dec.state.ny.us

► For Herkimer, Oneida Counties

NYS DEC REGION 9

Regional Permit Administrator
270 Michigan Avenue
Buffalo, NY 14203-2915
(716) 851-7165
email: r9dep@gw.dec.state.ny.us

NYS DEC REGION 9 Sub-Office

Regional Permit Administrator
182 East Union, Suite 3
Allegany, NY 14706-1328
(716) 372-0645
email: r9dep@gw.dec.state.ny.us
► For Allegany, Cattaraugus, Chautauqua Counties

US Army Corps of Engineers

www.usace.army.mil

For DEC Regions 1, 2 and 3

US Army Corps of Engineers NY District

ATTN: Regulatory Branch
26 Federal Plaza, Room 1937
New York, NY 10278-0090
email: CENAN.PublicNotice@usace.army.mil

For DEC Regions 1, 2, Westchester County and Rockland County - (917) 790-8511

For the other counties of DEC Region 3 - (917) 790-8411

For DEC Regions 4, 5

Department of the Army

ATTN: CENAN-OP-R

NY District, Corps of Engineers

1 Buffington Street
Building 10, 3rd Floor
Watervliet, NY 12189-4000
(518) 266-6350 - Permits team
(518) 266-6360 - Compliance Team
email: cenan.rfo@usace.army.mil

For DEC Regions 6, 7, 8, 9

US Army Corps of Engineers Buffalo District

ATTN: Regulatory Branch
1776 Niagara Street
Buffalo, NY 14207-3199
(716) 879-4330
email: LRB.Regulatory@usace.army.mil

Statewide

NYS Department of State

Division of Coastal Resources
Consistency Review Unit
One Commerce Plaza
99 Washington Ave, Suite 1010
Albany, NY 12231-00001
(518) 474-6000
www.nyswaterfronts.com

Statewide

NYS Office of General Services

Real Estate Development - Land Management
Corning Tower, 26th Floor
Empire State Plaza
Albany, NY 12242-0001
(518) 474-2195
www.ogs.state.ny.us