



**pennsylvania**  
DEPARTMENT OF ENVIRONMENTAL PROTECTION



Bureau of Waterways Engineering and Wetlands

# **Chapter 105 General Permit Processing Updates**

**March 26, 2014**

**Dial in no. for audio: 1-877-668-4493**

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**WebEx Technical Support: 866-229-3239**

# Agenda

Review of revisions made to the:

- GP Acknowledgement Letter
- GP Registration Forms including the revised Additional Impacts Sheet and Fee Calculations form

Review of GP Reporting Templates.

# General Permit Processing Updates

- **Revised GP Acknowledgement Letter**  
(Ch105\_08\_GP\_Acknowledgement\_revFeb2014)
- **Revised GP Registration forms**
  - Revised Registration Form (3150-PM-BWEW0500)
  - Revised Additional Impacts sheet (3150-PM-BWEW0554)
  - Revised Fee Calculation Form (3150-PM-BWEW0553)
- **New GP Reporting Template**  
(General\_Permits\_Reporting\_Template\_Feb2014)

# GP Acknowledgement Letter

This letter acknowledges receipt of your notification to use and registers your use of a General Permit (GP) under the authority of the Dam Safety and Encroachments Act (32 P. S. § 693.1 et. seq.) and 25 Pa. Code Chapter 105. You are responsible for assuring the work is done in accordance with the drawings, terms and conditions contained in the GP. You may proceed with your project after making the required notifications stipulated in the GP and securing all other approvals that may be necessary.

Enclosed is an acknowledged copy of your GP Registration Form. Please place this letter and the acknowledged GP Registration form with your copy of the GP Registration package, the applicable GP terms and conditions, required Federal authorizations, and the Erosion and Sediment Control plan and maintain on site during construction. Please review the complete permit authorization package so that you are aware of the extent of authorization(s) and the conditions that apply to that authorization(s).

# GP Acknowledgement Letter cont'd

*[for SPGP – use this paragraph: Also enclosed is your Pennsylvania State Programmatic General Permit (PASPGP-4), which provides Section 10 of the Rivers and Harbors Act and/or Section 404 of the Clean Water Act Federal authorization. Upon completion of your project, complete the provided PASPGP-4 Permit Compliance, Self-Certification Form and return it to the appropriate U.S. Army Corps of Engineers District Office.*

OR

*[for no SPGP – use this paragraph: Please be advised that you do not have Federal Section 10 of the Rivers and Harbors Act and/or Section 404 of the Clean Water Act authorization for this project. You must obtain such authorization, if necessary, prior to performing any regulated work associated with your project. In accordance with procedures established with the U.S. Army Corps of Engineers (Corps), your GP registration package has been provided to the Corps for review and processing of any necessary Federal authorization. You will be contacted directly by the Corps regarding Federal authorization. If you have questions about this process, please contact the [Pittsburgh / Baltimore / Philadelphia] District Office.]*

# GP Registration Form

3150-PM-BWEW0500 Rev. 2/2014  
Instructions



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DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BUREAU OF WATERWAYS ENGINEERING AND WETLANDS

## CHAPTER 105 WATER OBSTRUCTIONS AND ENCROACHMENT GENERAL PERMIT REGISTRATION

Please review the language of the General Permit(s) prior to completing the General Permit Registration to determine if the project is eligible for use of the General Permit and meets the terms and conditions of the permit(s).

### REGISTERING A GENERAL PERMIT (GP):

After determining that the project is eligible for use and meets the terms and conditions of the General Permit (GP) intended to be registered, the following instructions are useful to properly complete the GP Registration (Registration) process. A properly completed Registration, done in blue or black ink, allows for a more efficient and timely review. Marking "N/A" indicates that a requirement is non-applicable to the project. Please leave blank if the information is unknown or there is a question regarding the proper answer or information. Please note however, that leaving out information may result in delays or denial of the authorization to use the GP.

If the project is located in a county where the Conservation District (District) has been delegated responsibility under the Chapter 105 program, the Registration form and other associated documents (Registration package) must be sent to the District (except GP-10, GP-11, GP-15 or a GP for oil and gas related activities). If the District is not delegated or the applicant intends to register a GP-10, GP-11, GP-15 or a GP for oil and gas related activities, the Registration package must be sent to the appropriate Department of Environmental Protection (DEP) Regional Office. Contact Information for District and DEP Regional Offices can be found on GP Registration [Exhibit B \(3150-PM-BWEW0500B\)](#) and [Exhibit C \(3150-PM-BWEW0500C\)](#); and on DEP's eLibrary at <http://www.elibrary.dep.state.pa.us>.

Please provide **ONE (1) ORIGINAL and ONE (1) COPY** of the Registration package; retain an additional copy to be available at the project site during construction along with the GP terms and conditions. Prepare the Registration package for submission beginning with the Registration form, follow by the required attachments in the order they are requested. Not all attachments will be required in all situations for all projects. This standardized format will assist the permit reviewer to process the Registration package more efficiently. **The Registration package should be assembled and provided in the following order (additional details are in Section E):**

SECTION E. REGISTRATION CHECK LIST AND REQUIREMENTS		
<b>Please place an "X" next to each item (1 - 16) to ensure it is completed and/or provided.</b> Unless otherwise specified, all items are <b>required</b> to ensure a complete Registration package. <b>**Provide ONE (1) ORIGINAL and ONE (1) COPY of the Registration package**</b>	Applicant Entry	DEP Use Only
<b>1. General Permit Registration form</b> properly completed and signed	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> I have read the terms and conditions of the GP(s) indicated above.	<input type="checkbox"/>	<input type="checkbox"/>

# GP Registration Form

- **Activity Subject to Federal Energy Regulatory Commission (FERC) approval:** Place an "X" in the box next to "Activity Subject to FERC approval" if the activity is regulated by FERC and provide the FERC docket number.

Place an "X" in the box next to "FERC Natural Gas Act Facility" if the activity is also regulated under the Federal Natural Gas Act.

<input type="checkbox"/>	<del>Activity Related to Oil and Gas Exploration, Production or Transmission</del>
<input type="checkbox"/>	Activity Subject to FERC approval (Docket number <input type="text"/> )
<input type="checkbox"/>	FERC Natural Gas Act Facility

## SECTION G. IMPACTS ASSOCIATED WITH PROJECT WORK SITE

Please provide the project's total impacts for each category in the table provided below.

Please complete and provide a separate chart detailing the information for each impact to waters and wetlands. Include the identifier developed in Section E.9. for each location. All impact acreages and number of impacts should be totaled on each page and then the project's total impacts provided in the table below.

The [Additional Impacts Associated with Project Work Site \(3150-PM-BWEW0554\)](#) worksheet may be used but is not required.

Total Impacts for the Project	Temporary Impacts (acreage & number of impacts)		Permanent Impacts (acreage & number of impacts)	
	ac	number	ac	number
Total Waters Impacts	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Impacts to Wetlands	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Total Impacts for this Project</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

# Additional Impacts Sheet



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Please complete and provide this chart (as many as is needed) as part of Section G of the [General Permit Registration \(3150-PM-BWEW0500\)](#) for impact locations.

## ADDITIONAL IMPACTS ASSOCIATED WITH PROJECT WORK SITE

Provide the unique identifier (from Section E.9.), latitude and longitude, total area and dimensions of impact to waters (including streams, lakes, ponds, etc) and/or wetlands associated with your project for each category below. The impacts for each identifier below should be totaled and provided at the bottom of the page, then each page totaled. An account of total impacts for the project is to be provided in the chart found in Section G of the General Permit Registration Form.



Identifier <input type="text"/>		* 43,560 square feet per acre			
Impact Latitude (DMS) <input type="text"/>		Temporary Impacts		Permanent Impacts	
Impact Longitude (DMS) <input type="text"/>		Area* (in acres)	Dimensions* (in feet)	Area* (in acres)	Dimensions* (in feet)
Impacts to Waters	Stream <input type="checkbox"/> N/A	<input type="text"/> ac	<input type="text"/> ' x <input type="text"/> '	<input type="text"/> ac	<input type="text"/> ' x <input type="text"/> '
	Floodway <input type="checkbox"/> N/A	<input type="text"/> ac	<input type="text"/> ' x <input type="text"/> '	<input type="text"/> ac	<input type="text"/> ' x <input type="text"/> '
Total Impacts to Waters (a)		<input type="text"/> ac		<input type="text"/> ac	
Impacts to Wetlands (b) <input type="checkbox"/> N/A		<input type="text"/> ac	<input type="text"/> ' x <input type="text"/> '	<input type="text"/> ac	<input type="text"/> ' x <input type="text"/> '
Total Impacts for this location (c)		<input type="text"/> ac		<input type="text"/> ac	



# GP Registration Form

## SECTION I. ACKNOWLEDGEMENT

Upon review of this Registration package, the applicant will receive an acknowledgment letter and **one (1) copy** of the signed GP Registration form acknowledging use of the GP(s) and federal authorization under Pennsylvania State Programmatic General Permit (PASPGP). Included with PASPGP authorization will be the PASPGP Permit Compliance, Self-Certification Form which must be completed, signed and returned to the appropriate Army Corp of Engineers District office, once the project is completed. If PASPGP is not attached, work on the project may NOT begin work until federal authorization is obtained.

The acknowledgement letter, Registration package (including acknowledged Registration form), the GP(s) terms and conditions, required Federal authorization(s), and the E&S Plan must be maintained and available at the project site during construction. Please remember the authorization is subject to all terms and conditions listed in the GP(s).

I certify that the information provided is true and correct to the best of my knowledge and belief. I am aware that there are penalties, including imprisonment for knowing violations, for providing false information. If this authorization/verification may be used in any legal action, this authorization/verification may be used as evidence.

_____ Signature of Applicant	_____ Date
_____ Typed / Printed Name	
<b>PA Fish and Boat Commission Approval</b> (for GP-1 only)	
_____ Signature of Reviewer	_____ Date
_____ Reviewer's Typed / Printed Name	(_____)_____ Phone Number
_____ Reviewer's Typed / Printed Title	_____ Email Address
<i>This General Permit shall not be effective until the owner has had their E&amp;S Plan reviewed by the appropriate Regional Office or District, obtained Federal Authorization and, where required, obtained an SLLA from DEP.</i>	
<b>AN ACKNOWLEDGED COPY OF THIS GENERAL PERMIT REGISTRATION PACKAGE (INCLUDING THE ACKNOWLEDGEMENT LETTER AND TERMS AND CONDITIONS), REQUIRED FEDERAL AUTHORIZATION, AND THE E&amp;S PLAN MUST BE AVAILABLE AT THE PROJECT SITE DURING CONSTRUCTION.</b>	

# Fee Calculation Worksheet

3150-PM-BWEW0553 Rev. 2/2014



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## CHAPTER 105 FEE(S) CALCULATION WORKSHEET

Additional information can be found at [25 PA Code §105.13](#) (relating to regulated activities – information and fees), the General Permit Registration ([3150-PM-BWEW0500](#)), the Joint Permit Application ([3150-PM-BWEW0036](#)) and the Dam Permit Application ([3140-PM-BWEW0001](#))

**Federal, State, county or municipal agencies or municipal authorities:**

EXEMPT from fees

These entities are exempt from these fees. If the applicant falls into one of these categories, please check the box above and provide only the first page of this worksheet with the project application or registration.

### ALL OTHERS:

1. Please place an "X" in the box next to all authorizations that apply to the project and complete the fee information below those authorization(s). Projects may require multiple authorizations and fees, further clarification and examples are included below and at the end of this document.
2. Total each authorization, Section, and Part. Part One is for Water Obstructions and Encroachment authorizations, Part Two is for Dam Safety authorizations.
3. Please provide this completed worksheet (page 1 and page 2 and/or page 3, as is appropriate to the project) and a check for the applicable fee(s) with the project application or registration. The check should be made payable to the "**Commonwealth of Pennsylvania Clean Water Fund**" OR "**Conservation District Clean Water Fund**", whichever is the reviewing entity.

### NOTES:

Per [25 PA Code §105.13\(c\)\(2\)\(iii\)](#) Disturbance review fees are calculated by individually adding all of the permanent and temporary impacts to waterways, floodways, floodplains and bodies of water including wetlands to the next highest tenth acre and multiplying the permanent and temporary impacts by the respective fees and then these amounts are added to the other applicable fees.

Entities proposing structures or activities to occupy a Submerged Lands of the Commonwealth must obtain a Submerged Lands License Agreement (SLLA) and pay the appropriate annual charge. The applicant will be contacted if this charge applies to the project.

**Floodway** – The channel of the watercourse and portions of the adjoining floodplains which are reasonably required to carry and discharge the 100-year frequency flood. Unless otherwise specified, the boundary of the floodway is as indicated on maps and flood insurance studies provided by FEMA. In an area where no FEMA maps or studies have defined the boundary of the 100-year frequency floodway, it is assumed, absent evidence to the contrary, that the floodway extends from the stream to 50 feet from the top of the bank of the stream.

# Fee Calculation Worksheet

## Wetland and Stream Clarification:

<sup>1</sup> In many instances, wetlands are located within the floodplain of a stream. These resources for the purposes of calculating disturbance fees are considered co-located or overlapping and the area of disturbance would only be used once.

<sup>2</sup> In the case of GP-5, GP-7 are charged per structure crossing and the following the disturbance fees:

- A crossing of the stream floodplain with wetlands the floodplain is considered a resource crossing.
- When the crossing travels through the floodplain and a wetland located outside of the stream floodplain, it is considered a resource crossing.



**GENERAL PERMIT(S)** (select activity/structure(s) below, see page 4 for "#" explanation)  
Some activities or structures within a project requiring an Individual Water Obstruction and Encroachment Permit may qualify for an accumulation of General Permit fees, please mark the corresponding fee(s) below but not the box above indicating a General Permit.

<input type="checkbox"/> GP-1 Fish Habitat Enhancement Structures .....		\$ 50	= \$	<input type="text"/>
<input type="checkbox"/> GP-2 Small Docks and Boat Launching Ramps.....	<input type="text"/> (#) X	\$ 175	= \$	<input type="text"/>
<input type="checkbox"/> GP-3 Bank Rehabilitation, Bank Protection and Gravel Bar Removal.....	<input type="text"/> (#) X	\$ 250	= \$	<input type="text"/>
<input type="checkbox"/> GP-4 Intake and Outfall Structures.....	<input type="text"/> (#) X	\$ 200	= \$	<input type="text"/>
<input type="checkbox"/> GP-5 Utility Line Stream Crossings <sup>2</sup> .....	<input type="text"/> (#) X <input type="text"/> (#) X	\$ 250	= \$	<input type="text"/>
<input type="checkbox"/> GP-6 Agricultural Crossings and Ramps.....	<input type="text"/> (#) X	\$ 50	= \$	<input type="text"/>
<input type="checkbox"/> GP-7 Minor Road Crossings <sup>2</sup> .....	<input type="text"/> (#) X	\$ 350	= \$	<input type="text"/>
<input type="checkbox"/> GP-8 Temporary Road Crossings <sup>2</sup> .....	<input type="text"/> (#) X	\$ 175	= \$	<input type="text"/>
<input type="checkbox"/> GP-9 Agricultural Activities .....		\$ 50	= \$	<input type="text"/>
<input type="checkbox"/> GP-10 Abandoned Mine Reclamation.....		\$ 500	= \$	<input type="text"/>
<input type="checkbox"/> GP-11 Maintenance, Testing, Repair, Rehabilitation or Replacement of Water Obstructions and Encroachments <sup>1</sup> .....		\$ 750	+	
<input type="checkbox"/> Temporary Disturbance (\$400/0.1ac) .....	<input type="text"/> acres x \$4,000 =	\$	+	
<input type="checkbox"/> Permanent Disturbance (\$800/0.1ac).....	<input type="text"/> acres x \$8,000 =	\$	= \$	<input type="text"/>
<input type="checkbox"/> GP-15 Private Residential Construction in Wetlands <sup>1</sup> .....		\$ 750	+	
<input type="checkbox"/> Temporary Disturbance (\$400/0.1ac) .....	<input type="text"/> acres x \$4,000 =	\$	+	
<input type="checkbox"/> Permanent Disturbance (\$800/0.1ac).....	<input type="text"/> acres x \$8,000 =	\$	= \$	<input type="text"/>

# Reporting Template

Chapter 105 General & Emergency Permit Data \_\_\_\_\_ (insert Regional/O&G/Mining Office or Conservati  
 January 1 - March 31, \_\_\_\_\_ (insert year) **NOTE: For any/all GPs entered into eFACTS, only the date (A), GP # (B) eF**

GP Registration Form, Sections E.B & I.E.						Sec E.B & G.	GP Reg Form		Fee Calc Worksheet	
Date <i>(mm/dd/yyyy)</i>	Permit Number <i>(see NOTE)</i>	Primary Activity	eFACTS auth / DEP File # / permit #	Other GP #	Other GP #	# of GP-8 Crossings	O&G	FERC	Fees	
							1 = yes 0 = no	1 = yes 0 = no	GP	Dist
GP-1										
<b>Total GP-1</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>

ion District)

rev 02/2014

**FACTS auth (D) and SPGP info need to be entered onto this sheet**

GP Registration Form, Section G								SPGP-4 Project Screening Form					
Impacts to Waters				Impacts to Wetlands				Impacts to Waters				Impacts to Wetlands	
Temp		Perm		Temp		Perm		Perm		Temp		Perm	Temp
acres	#	acres	#	acres	#	acres	#	sq ft	length	sq ft	length	sq ft	sq ft
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



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# For more information, contact:

Sidney Freyermuth  
sfreyermut@pa.gov  
(717) 772-5977

Ken Murin  
kmurin@pa.gov  
(717) 772-5975



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# Questions?