To: Tim Hill  
Attn: Adrienne Earley  
From: District Environmental Coordinator  
Subject: Project Submission for Waterway Permit Determination  

Please address each item below and attach additional information as necessary. See Permit Determination Request Instructions and the Waterways Permits Manual for further guidance. Failure to provide the required information may result in project delays.

Let Type: select  
Plan File Date: select  

Major Project (appears on major project program list): select  
Advertisement Date (optional): select  

If Local-Let, will the sponsor be using ODOT’s permitting process? select  
Sale Date: select  

100% State Funded: select  
Award Date (optional): select  

**Project Description** (Brief summary of the project as whole and why resources are being impacted):

Example:

A roundabout is being constructed in Franklin County, State Route 62 east of Johnstown, Ohio. An additional 2 miles of resurfacing will occur adjacent to the roundabout.

Wetland A will be impacted as a direct result of the roundabout construction and grading. Stream 1 will be impacted due to grading for the roundabout and slope expansion. A culvert will be extended due to the roundabout construction which will impact Stream 2. Stream 3 will be impacted due to culvert maintenance associated with the resurfacing portion of the project.

**Waterways Impacted (check all that apply):**

<table>
<thead>
<tr>
<th>River/Stream/ Captured Stream</th>
<th>Section 10 Waterway (Pool, Harbor, Slackwater)</th>
<th>Section 9 Waterway</th>
<th>Wetland</th>
<th>National Wild and Scenic River</th>
<th>State Wild and Scenic River</th>
<th>Category 3 Wetland</th>
<th>Reservoir (Impounded Stream)</th>
</tr>
</thead>
</table>

**Project Details:**

<table>
<thead>
<tr>
<th>Impacts to Wetlands &gt; 0.5 acre total:</th>
<th>Choose an Item.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Impacts to Streams &gt;300 linear feet per crossing:</td>
<td>Choose an Item.</td>
</tr>
<tr>
<td>Is the project culvert maintenance only? (includes maintenance on existing wingwall and RCP)</td>
<td>Choose an Item.</td>
</tr>
<tr>
<td>Level of ecological coordination required:</td>
<td>Choose an Item.</td>
</tr>
<tr>
<td>If coordinated, date complete:</td>
<td>Select date</td>
</tr>
</tbody>
</table>

**Commented (KD1):** For the project description, we do not need the complete purpose and need. A few sentences describing the project as a whole is sufficient. For the impacts to waterways, indicate the components/construction activities of the project that result in waterway impacts. Use the example as reference. Customize for your project. Indicate any nuances regarding overlapping fill, TAF phasing, and other details that aren’t indicated in the rest of the PDR.

**Commented (KD2):** Note that ODNR water trail was added, as this is a question the USACE now asks when PCN’s are submitted. Reservoirs are impounded streams and also considered EWH. Reservoir impacts are primarily measured in terms of acreage, but for linear footage, measure “upstream to downstream” within the reservoir.

**Commented (KD3):** This indicates to the WPU that basic culvert maintenance (repair/replacement) is the only aspect of the project. This includes auxiliary work associated with the culvert such as dewatering, wingwalls, RCP, lining and debris removal.
Effect calls determined to be “May Affect, Likely to Adversely Affect” (MALAA)?

Choose an item.

Was a Jurisdiction Determination (JD) request sent to USACE?

Choose an item.

If “YES” date approved:

Select date.

Is Section 106 Coordination (or ORC 149.53) Complete?

Choose an item.

If “YES” date complete:

Select date.

Does the activity have the potential to cause effects to the properties listed, or eligible for listing, in the National Register of Historic Places?

Choose an item.

For 100% state-funded projects, is tree clearing necessary to facilitate waterway impacts?

Choose an item.

Will in-stream work be conducted during ODNR exclusionary dates? (see ODOT MOA)

Choose an item.

Will stream relocation or channelization occur?

Choose an item.

Are plan sheets attached? (Include: waterway impact plan sheets, site plan, with delineated waters labeled, and general notes)

Choose an item.

OHWM is shown on the plan sheets?

Choose an item.

Temporary construction fill or dewatering required?

Choose an item.

Temporary Construction, Access and Dewatering Activities Checklist Included? (ODOT-let and State Forces ONLY)

Choose an item.

---

### Wetland, Lake, & Pond Table

<table>
<thead>
<tr>
<th>Resource ID</th>
<th>Impact Location</th>
<th>ORAM Category</th>
<th>Wetland Type</th>
<th>Isolated Waterway</th>
<th>Impact Type</th>
<th>Impact Material</th>
<th>Impact Amount Acreage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wetland X</td>
<td>STA 0+00</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>Temporary</td>
</tr>
<tr>
<td></td>
<td>lake</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>Permanent</td>
</tr>
<tr>
<td></td>
<td>pond</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>Total</td>
</tr>
</tbody>
</table>

### Stream, River, Jurisdictional Ditch, & Reservoir Table

<table>
<thead>
<tr>
<th>Resource ID</th>
<th>Impact Location</th>
<th>OGP Aquatic Life Use Designation</th>
<th>Anti-Degradation Designation</th>
<th>Flood Regime</th>
<th>Drainage Area at Impact Location (SM)</th>
<th>401 WQC Eligibility</th>
<th>Impact Type</th>
<th>Impact Material</th>
<th>Impact Amount Linear Footage (Acreage)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stream X</td>
<td>STA 0+00</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>Temporary</td>
</tr>
<tr>
<td>Stream X</td>
<td>STA 0+00</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>Permanent</td>
</tr>
<tr>
<td>Stream X</td>
<td>STA 0+00</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>(Choose)</td>
<td>Total</td>
</tr>
</tbody>
</table>

**Prepared By:** (insert name, number, email)
PERMIT DETERMINATION REQUEST INSTRUCTIONS

Before you begin, a few quick tips:

1. All dropdowns selections and dates can be overwritten. If there is no option that best describes your project, you can customize to fit your project. Notify WPU if there is an option that should be added to the dropdown list based on frequent use.

2. Lines can be added to the “Wetland” and “Stream” tables. To copy the dropdown boxes, click three times (rapidly) on the dropdown (cell will turn gray), right click copy, click on the box you want to add it to, right click “paste cell contents (N)”.

Address Information: Address and basic project information is self-explanatory; use “select date” for the date you will submit the PDR to the WPU.

Let-Type and Project Dates: self-explanatory, use the dropdown for selecting the applicable answer and “select date” for the appropriate dates. If a date differs from Ellis, indicate this in the project description.

Note: The initial information should be filled out completely, including the current district environmental coordinator, project (county-route-section), date, project identification number (PID), and if the project is 100% state-funded. The preparer can consult the district or Ellis (https://ellis.dot.state.oh.us/elpaso/login.begin.action) to determine if the project is 100% state-funded. If a project has 100% state funding and a PCN is required, the USACE will be the lead federal agency and is required to conduct Section 106 and Section 7 consultation. They will also coordinate with ODNR for state T&E species. OES will notify the USACE of the funding source upon submittal of a permit application. We will also need to know if the project is a Major Program Project. The list is updated quarterly and can be accessed here: http://www.dot.state.oh.us/Divisions/Planning/ProgramManagement/MajorPrograms/District%20Pavement%20Bridge%20Work%20Plans/Major%20Program%20Projects.pdf

Project Description: Include a brief summary of the overall project and explain why/how the aquatic resource(s) are being impacted. For example, is a culvert being replaced and extended because of maintenance and safety or because a turn lane is being added that will require additional stream footage be culverted? This could mean the difference between RGP A and RGP B or NWP #3 and NWP #14.

Note that culvert lining is not a regulated activity, however, a dewatering fill (i.e., cofferdam) is regulated and requires a permit.

Waterways Impacted: check all the boxes that apply. This information can be found in the Ecological Survey Report (ESR). If an ESR was not completed, refer to the Ecological Manual and Waterway Permits Manual for guidance.

Project Details: This information can be found in the ESR and on EnviroNet. Use the dropdown or select date to answer the questions.

Helpful Hints:

Is the project culvert maintenance only? This indicates to the WPU that basic culvert maintenance (or replacement) is the only aspect of the project. This includes work on the wingwall and RCP directly adjacent to the culvert.
Ecological Coordination Level and Date:

Including the level of coordination is helpful for permit reviewers in instances where additional information about an impacted resource is required. Even projects that are eco-exempt may require agency coordination, such as work above Section 9 and 10 waters.

If the project does not have a PID, the permit reviewer is aware that additional information is not available on EnviroNet and coordination with district staff is required. For 100% state funded non-PID projects, please refer to Non-Let Federally Listed Species Documentation Form and Eco Flowchart for Non-Let State Funded Projects to ensure proper coordination and documentation.

The date of coordination is important because a jurisdictional determination and listed species coordination is only valid for 5 years. This date may trigger the preparer or reviewer that re-coordination is required and/or that the USACE will inquire with ODOT for updated information.

For 100% state-funded projects, is tree clearing necessary to facilitate waterway impacts? Explain if the project requires that trees are cleared in order to complete the work in waters. Tree clearing refers to removal of standing trees (both dead and alive), rather than felled or downed trees not associated with the project.

Will in-stream work be conducted during ODNR exclusionary dates? The dates this question is referring to are the Exclusionary Dates for In-Water Construction Activities and are identified in the MOA between ODOT, ODNR, and USFWS. In-stream work includes the addition, removal, or modification of temporary or permanent fill material below the Ordinary High Water Mark. Fill below the OHWM cannot be added, removed, or modified during these exclusionary dates; however, work can occur on the existing fill already in place or in a dewatered area. It is also possible to request a waiver of the exclusionary dates if the request is justified, however, a waiver is not guaranteed. If a waiver request is warranted, please submit the request to the Ecological Unit early in the process. The request form is located on OES’s Ecological Unit website.

Wetland, Lake, & Pond Table: This information can be found in the ESR. If an ESR was not completed, refer to the Ecological Manual and Waterway Permits Manual for guidance.

Resource ID: Use the ESR to identify the resource impacted.

Impact Location Station: Use plan sheet(s) to identify the location of the impact. If no plan sheets exist, use the SLM, lat./long., or CRS.

ORAM Category: Use the dropdown menu to select the appropriate wetland category. If the resource is not a wetland, use NA (not applicable).

Wetland Type: Use the dropdown menu to select the appropriate wetland type. If the resource is not a wetland, use NA. EM = Emergent, SS = Scrub-shrub, FO = Forested

Isolated Waterway: Use the dropdown menu to select if the wetland is isolated (Yes), not isolated (No), to be determined (TBD), or NA. A jurisdictional determination from the USACE is required for isolated wetlands.

Impact Type: Use the dropdown menu to select the best fit for the impact at the specific location. If the impact type is not covered, overwrite the dropdown and add your own impact type. It is not necessary to separate out the Impact Type line by line for typical culvert and bridge maintenance. Common impact type combinations are available in the dropdown menu in the impact tables.

Impact Material: indicate the material or materials associated with the impact type. A list of typical fill materials is provided later in this document.
**Impact Amount Linear Footage (Acreage):** Amount should be reported in acres for this table. Separate temporary, permanent, and “net” total impacts.

**Example:** if 0.5 acre of impact to Wetland A is permanent and 0.1 acre is temporary, and they overlap completely, the total impact would only be 0.5 acre. However, if impact to Wetland B is 0.8 acre permanent and 0.1 acre temporary, but there is no overlap, the total impact would be 0.9 acre.

**Stream, River, Jurisdictional Ditch, & Reservoir Table:** This information can be found in the ESR. If an ESR was not completed, the ESR Manual and WPU Manual provide definitions and links in order to gather the required information.

**Resource ID:** Use the ESR to identify the resource impacted.

**Impact Location Station:** Use plan sheet(s) to identify the location of the impact. If no plan sheets exist, use the SLM, lat./long., or CRS.

**OEPA Aquatic Life Use Designation:** Use the ESR to select the appropriate dropdown option for the resource. Use designations for non-headwater streams can also be found here - [http://epa.ohio.gov/dsw/rules/3745_1.aspx#use%20designations](http://epa.ohio.gov/dsw/rules/3745_1.aspx#use%20designations)

**Anti-Degradation Designation:** Streams with Antidegradation Category of Superior High-Quality Water, Outstanding National Resource Water, Or Outstanding State Water see OAC 3745-1-05, Tables 5-4 to 5-7. [https://epa.ohio.gov/portals/35/rules/01-05.pdf](https://epa.ohio.gov/portals/35/rules/01-05.pdf)

**Flow Regime:** Use the ESR to select the dropdown that best fits the resource. Ephemeral = E, Intermittent = I, Perennial = P.

**Drainage Area at Impact Location (SM):** Use the ESR to select the dropdown that best fits the resource. This information can also be found on stream stats. [https://streamstats.usgs.gov/ss/](https://streamstats.usgs.gov/ss/)

**401 WQC Eligibility:** Use the ESR to select the appropriate dropdown option for the resource, or use this link to access the OEPA 401 Water Quality Certification (WQC) For Nationwide Permits Stream Eligibility Web Map: [https://www.arcgis.com/home/webmap/viewer.html?useExisting=1&layers=96c976fb7ece49da9614856bb6717215](https://www.arcgis.com/home/webmap/viewer.html?useExisting=1&layers=96c976fb7ece49da9614856bb6717215)

**Impact Type:** Use the dropdown menu to select the **best fit** for the impact at the specific location. If the impact type is not covered, overwrite the dropdown and add your own impact type. The purpose of the dropdown menus is to provide options to the preparer of the PDR and make the completion of the document more streamlined.

It is not necessary to itemize the Impact Type line by line for typical culvert and bridge maintenance. Common impact type combinations are available in the dropdown menu in the impact tables. However, for more complex projects (i.e., multiple impacts to a single resource) or those with significant impacts (such as a multiple causeways) it may be useful to itemize impacts, which requires more than one row for a single aquatic resource.
If you are itemizing impacts at a single location, also include a row of totals for temporary, permanent, and grand total. See example below:

<table>
<thead>
<tr>
<th>Resource ID</th>
<th>Impact Location</th>
<th>Access to Public Use</th>
<th>Access Depiction</th>
<th>Reach Length</th>
<th>Damage Area at Impact Location</th>
<th>Impact Type</th>
<th>Impact Material</th>
<th>Impact Amount Linear Footage (Acreage)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Liner: Piers</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Temporary: 200 (0.06)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Permanent: 200 (0.08)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Total: 200 (0.08)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Liner: Bridge piers</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Temporary: 150 (0.05)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Permanent: 150 (0.05)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Total: 300 (0.1)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Liner: Non-erodible clean fill</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Temporary: 280 (0.09)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Permanent: 280 (0.09)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Total: 560 (0.2)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Liner: Tar - Coal seam</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Temporary: 35 (0.012)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Permanent: 35 (0.012)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Total: 70 (0.0024)</td>
</tr>
</tbody>
</table>

Note: Because 300 feet is a typical PCN threshold for stream impacts, consider how the permit reviewer would interpret temporary versus permanent fill overlap, a single impact type in excess of 300 feet, or a new culvert versus replacement of an existing culvert. This will help the permit reviewer distinguish between projects that will or will not require a PCN. These details may be addressed in the table or in the project description depending on your project.

Impact Material: indicate the material or materials associated with the impact type. A list of typical fill materials is provided later in this document.

Impact Amount Linear Footage (Acreage): should be reported in linear feet and in acreage. Separate temporary, permanent, and “net” total impacts.

Example: if 150 feet of Stream 1 is permanent impact and 20 feet is temporary, and they overlap completely, the total would only be 150 feet impact. However, if for Stream 2, 150 is permanent impact and 20 feet is temporary, but there is no overlap, the total would be 170 feet. Lastly, if 150 feet of Stream 3 is permanent, and 20 is temporary but there is only a 10-foot overlap, then the total would be 160 feet.

Prepared By: Provide the required information (name, number, date) for the person who prepared the PDR. This could be a consultant or the district or both.
List of Impact Types and Impact Materials for Reference

Impact Types:

1. Culvert replacement (no TAF)
2. Culvert replacement (+TAF)
3. Culvert replacement (+RCP)
4. Culvert replacement (+RCP +TAF)
5. Culvert installation (new structure)
6. Culvert extension (no added capacity)
7. Culvert extension (no added capacity +TAF)
8. Culvert extension (added capacity +TAF)
9. Culvert extension (added capacity)
10. Bridge installation (new structure)
11. Bridge pier replacement/repair/rehab
12. Bridge pier replacement/repair/rehab (+ TAF)
13. Bridge deck replacement/repair/rehab
14. Bridge deck replacement/repair/rehab (+ TAF)
15. Abutment replacement/repair/rehab
16. Roadway construction on new alignment
17. Roadway realignment
18. Roadway expansion (turn lane)
19. Roadway expansion (roundabout)
20. New/reconfigured interchange
21. Grading (ramp reconfiguration, slope, embankment)
22. Trail/path/sidewalk installation (new alignment)
23. Trail/path/sidewalk maintenance
24. Trail/path/sidewalk realignment
25. Utility line installation, relocation, maintenance
26. Barge (to facilitate construction)
27. Excavation
28. Dredging
29. Bank stabilization (stream bank)
30. Bank stabilization (roadway embankment)
31. Noise Wall
32. TAF - General
33. TAF - Cofferdam
34. TAF - Work Pad
35. TAF - Causeway
36. TAF - Demolition debris
37. Falsework
38. Manhole installation
39. Retaining wall

Note: Adding "capacity" refers to adding or realigning a lane, ramp, turn lane, or sidewalk. Widening a shoulder is not viewed as added capacity.
Impact Materials:

1. Concrete
2. Steel
3. Plastic
4. Wood
5. Rock Channel Protection (Types A, B, C, D)
6. Sandbags
7. Sheet piling
8. Cofferdam (sheet piling, sandbags)
9. Clean Earthen material
10. Native stream substrates
11. Corrugated Metal Pipe
12. Encapsulated Erodible Material
13. No fill – Excavation only
14. No fill – Section 9/10 Coordination only
15. TBD – Design Build
16. Gabion baskets
17. Erosion control blanket