

CHECKLIST FOR NATIONWIDE PERMIT SUBMITTALS*

Contents of Notification Letter:

- Address, phone, fax, email (if available)
- Agent name, address, phone, fax, email (if applicable)
- Stream/arroyo: name (as it appears on map) dimensions of impact (**length, width, depth** below Ordinary High Water Mark)
- Wetland: acre(s) and dimensions of impact (if applicable; include statement if none present)
- Locate work: Section, Township, Range or Land Grant
- Purpose and need for project, construction start/end dates
- Describe work and materials
- Describe construction methods and control of silt/erosion
- Quantity: cubic yards of fill or excavation
- Locate and describe disposal site for any excavated material
- Endangered species or suitable habitat present?
- Number of permit type requested
- Mitigation Plan, if necessary. See website for Mitigation Guidelines
- Your signature and date
- Location: UTM or Latitude/Longitude coordinates
- Location: USGS 7½ min. quad name
- Photographs of project area with explanatory labels
- Direct and indirect adverse environmental effects that the project would cause

* *Send to office nearest your project (see list on on backpage)*

● *Means you **must** provide this information*

○ *Means this information will help us to process your request faster*

Include with the Letter:

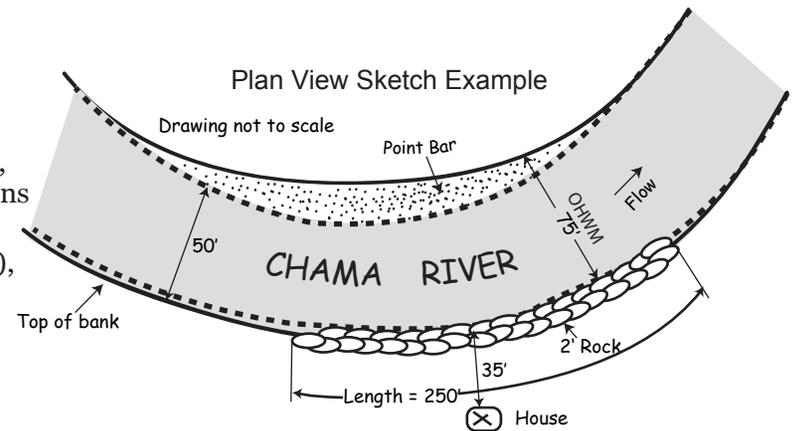
● Location Map

Photocopy from road or topo map; indicate site location, North arrow, any landmarks, etc.



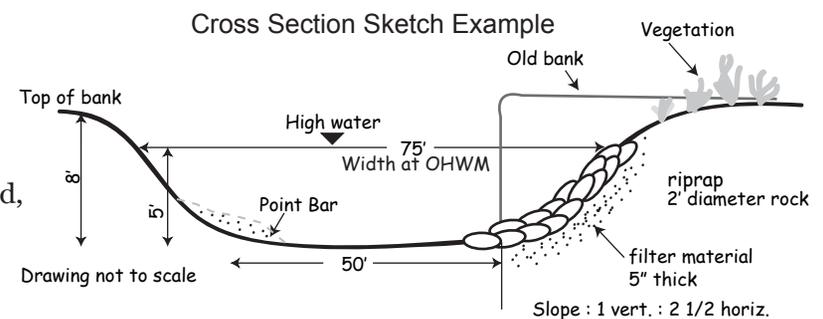
● Plan View Sketch

“Bird’s-eye view”; include all features, distances, length and width dimensions of features and waterbody/wetland, Ordinary High Water Mark (OHWM), North arrow



● Cross Section Sketch

“Cut away view”; include heights, widths of structures, channel, wetland, bank slopes, OHWM, etc.



Water Quality Certification

NM: The State of New Mexico has conditionally certified activities in ephemeral waters. Activities in intermittent or perennial waterways or wetlands require an individual Section 401 Water Quality Certification and use of the Joint Application Form.

CO: The State of Colorado has certified Nationwide Permits by statute.

TX: Activities authorized by Nationwide Permits have been granted Conditional Section 401 Water Quality Certification. **Call the El Paso Regulatory Office** for guidance.

Call the U.S. Army Corps of Engineers Regulatory Office nearest your project for information regarding Section 401 Water Quality Certification on tribal lands.

Visit our website at

www.spa.usace.army.mil/reg

for further information about Nationwide Permits, Regional Conditions and the 404 Regulatory Permit program.

Many permits have special requirements such as Notifications and delineations: call U.S. Army Corps of Engineers in your area for information.

*Within 30 days after completing your project, you must certify that your work complies with **all** permit conditions.*

Contact the U.S. Army Corps of Engineers' Regulatory Office near your project location to discuss permit requirements

Durango Regulatory Office

799 E 3rd Street, Unit #2
Durango, CO 81301
(970) 375-9506

Southern Colorado Regulatory Office

200 South Santa Fe Ave, Suite 301
Pueblo, CO 81003
(719) 543-9459

**Albuquerque District,
U.S. Army Corps of Engineers
Regulatory Branch**
4101 Jefferson Plaza, NE
Albuquerque, NM 87109-3435
(505) 342-3283

El Paso Regulatory Office

P.O. Box 6096-0096
Ft. Bliss, TX 79906-0096
(915) 568-1359

