

PROJECT NAME
17-SPGP-01 COMPLETE APPLICATION CHECKLIST

Submission Requirements		Material Location
1	Completed and signed JPA with SPGP box checked	
2	Any existing Corps project numbers and previous actions	
3	The applicant's name, contact person, mailing address, telephone number, email address	JPA Section 1
4	The authorized agent's name, contact person, mailing address, telephone number, email address	JPA Section 1
5	Project location information: address, city/county	JPA Section 2
6	Water body or water bodies or receiving stream, as applicable	JPA Section 2
7	Latitude and longitude (to the nearest second) from a central location within the project limits	JPA Section 2
8	The hydrologic unit code (HUC) for the project area	JPA Section 2
9	The name of the project, narrative description of project purpose, and a description of the proposed activities in waters, including wetlands	JPA Section 3
10	Wetlands/Waters Impacts	JPA Section 8
11	All appropriate sections from the JPA, including signature pages: (a) Include Sections 1-9, and applicable Sections 10-27 for all General Permits (b) Check that all applicable requirements within individual sections (i.e. Appendices) of the JPA have been followed, such as road and utility crossing narratives	
12	A detailed location map (e.g., a United States Geologic Survey topographic quadrangle map, ADC road map) of the project area, including the project boundary. The map should be of sufficient detail such that the site may be easily located for site inspection	
13	Project plan view. All plan view sketches should include, at a minimum, north arrow, scale, existing structures, existing contours, proposed contours (if available), limit of waters, including wetlands, direction of flow, ordinary high water line, impact limits, and location and dimension of all proposed structures in impact areas. In addition, cross-sectional or profile sketches with the above information may be required to detail impact areas and those impacts associated with the installation of structures.	
14	Check that all informational requirements for drawings, listed in Appendix D of the JPA, have been followed	
15	Large-sized impact map (at a scale no smaller than 1" = 200'); use matchlines if the entire site cannot fit on one sheet at this scale and provide a cover page showing how all sheets relate.	

16	A description of the specific on-site measures considered and taken during project design and development both to avoid and minimize impacts to waters, including wetlands, to the maximum extent practicable. If applicable, submit alternative designs as well as an economic analysis	
17	Endangered and threatened species information and related correspondence	
18	Historic resources information and related correspondence, including a plan view depicting all historical resources located within the project boundaries.	
19	A conceptual mitigation plan that adheres to the mitigation requirements and preference hierarch of the Corps-EPA Compensatory Mitigation for Losses of Aquatic Resources Rule dated April 10, 2008 (33 CFR 325 and 332; 40 CFR 230)	
20	Applicants proposing compensation involving the purchase or use of mitigation banking or in-lieu fee credits shall include as their conceptual compensation plan: (a) The name of the proposed mitigation bank or in-lieu fee; (b) the HUC in which it is located; (c) the number of credit proposed to be purchases; (d) a letter of credit availability from the Sponsor (e) If applicable, a copy of the stream assessment report in the JPA	
21	WETLANDS: Applicants proposing onsite/offsite permittee responsible mitigation shall include as their conceptual compensation plan (33 CFR 332.4(c)(2)-(14)) : (a) Objectives; (b) site selection; (c) site protection instruments; (d) baseline information; (e) credit determination methodology (f) mitigation work plan including water budget; (g) maintenance plan; (h) ecological performance standards; (i) monitoring requirements; (j) long-term management; (k) adaptive management plan; (l) financial assurances;	

22	<p>WATERS: Applicants proposing onsite/offsite permittee responsible mitigation shall include as their conceptual compensation plan (33 CFR 332.4(c)(2)-(14)) :</p> <ul style="list-style-type: none"> (a) Objectives; (b) site selection; (c) site protection instruments; (d) baseline information; (e) credit determination methodology (f) mitigation work plan including water budget; (g) maintenance plan; (h) ecological performance standards; (i) monitoring requirements; (j) long-term management; (k) adaptive management plan; (l) financial assurances; (m) planform geometry (n) channel form (o) watershed size (p) design discharge (q) riparian area plantings (r) a reference reach (s) completed Natural Channel Design Review Checklist (t) completed Selected Morphological Characteristics Form 	
23	<p>A Corps confirmed delineation map that is approved for use with a permit application or confirmed jurisdictional determination map that includes the limits of all waters, including wetlands that are located within the project boundaries.</p>	
24	<p>A written disclosure identifying all wetlands, open water, streams, and associated upland buffers within the proposed project or compensation areas that are under a deed restriction, conservation easement, restrictive covenant, or other land use protective instrument (protected areas). Such disclosure shall include the nature of the prohibited activities within the protected areas.</p>	