



DMMP Application Requirements

Before the Washington State Department of Natural Resources (DNR) Dredged Material Management Program (DMMP) will begin processing an application for a Site Use Authorization, the applicant must provide a COMPLETE application package. DNR will not process an incomplete application package.

A Complete Application Package will contain:

- A completed signed Site Use Application.
- Applicable minimum non-refundable fee (WAC 332-30-166(9))
- Copies of all other agency permits required for dredge disposal operations associated with the project site.

A typical dredging project's application package requires the following before processing:

- Fee (see "Permit Fee Schedule" on page 3 of application form for amount).
- U.S. Army Corps of Engineers Permit (Section 404).
- Washington Department of Ecology Water Quality Certification (Section 401).
- Washington Department of Fish and Wildlife Hydraulic Project Approval.
- Shoreline Substantial Development Permit or Exemption Letter.
- Any additional amendments, memos, or approved changes to any of the above requirements.

When applicable, the following is required after initial submittal of the complete application package but prior to signing of the SUA:

- Site Use Authorization (SUA) Attachment A - Plan of Operation for use of Open Water Disposal Site (required of **all** applicants)
- Final Characterization (CR) Report (electronic form only)
- ESA consultation/findings
- Agreement number of lease, Port Management Agreement, license, right of entry, easement or any other of DNR's use authorizations for which dredge work is occurring within close proximity, on leasehold or in association with
- NPDES permit (if reference number and/or copy was not provided in any previous steps while in DMMP evaluation process).
- Any additional documents, reports, amendments, memos, or approved changes to any document in association to this proposal.
- Pre-survey and post-survey of dredged area (within 30 days after final dredging has occurred).

Application packages must be mailed to DNR's DMMP office at:

Washington Department of Natural Resources
Aquatic Resources Division
ATTN: DMMP Manager
1111 Washington Street SE
Mailstop 47027
Olympia, WA 98504-7027

Once DNR's DMMP office receives a completed **Site Use Application**, and any additional documents and/or permits which were deemed "required" based on the proposed project, it will take no longer than two weeks to process the unsigned SUA. The DNR DMMP office will mail two copies of the SUA to the applicant. The applicant must sign and date both copies as indicated, have these signatures notarized, and return them to DNR's DMMP office. After the applicant returns the signed and notarized documents, they must be reviewed and signed by DNR's signature authority. The DNR will then mail one original, signed SUA to the address of the applicant. The SUA can also be hand delivered to the pre-dredge meeting coordinated by the Army Corps of Engineers (ACOE) office in Seattle. SUA can be retained by the DNR due to outstanding questions or concerns which have yet to be addressed by the applicant. This usually occurs when the "Work Plan or Operations Plan" required in accordance with the clean water act and the Department of Ecology has yet to be submitted, finalized, and approved.