



**State of New Jersey  
Department of Environmental Protection**

Revised: April 2015

Website: [www.nj.gov/dep/landuse](http://www.nj.gov/dep/landuse)



# COASTAL GENERAL PERMIT 35 and/or 36 APPLICATION FOR SHELLFISH AQUACULTURE ACTIVITIES CHECKLIST

CALL NJDEP AT (609) 777-0454 IF YOU HAVE ANY QUESTIONS

**To apply for a COASTAL GENERAL PERMIT 35 and/or 36, complete this checklist and send the material required below to the following address:**

**Postal Mailing Address:**

NJDEP Division of Land Use Regulation  
Mail Code 501-02A  
P.O. Box 420  
Trenton, NJ 08625-0420

**Attn: Application Support**

**Street Address (For courier service and hand deliveries only):**

NJDEP Division of Land Use Regulation  
501 East State Street  
Station Plaza Five, 2nd Floor  
Trenton, NJ 08609

**Attn: Application Support**

1. A completed DLUR application form;
2. Permit review fee in the form of a check or money order or, governmental voucher in the amount of \$1000 (Payable to: Treasurer - State of New Jersey);
3. At least 2 photographs of the proposed structures and/or gear type;
4. A copy of a street map and/or county road map showing the general location of the lease area (scale large enough to give reference to nearby municipalities) and upland access information;
5. A copy of a valid and current shellfish lease agreement or renewal agreement and a map showing the lease plot area; and
6. Verification (white certified mailing receipt or other written receipt) as evidence that **three** complete copies of the application package have been submitted to the clerk of the municipality in which the development is proposed, including a letter requesting that the clerk distribute one copy to the planning board and one to the environmental commission. The third copy shall be maintained by the clerk's office.
7. White certified mailing receipts or other written receipts as evidence that a copy of (1) the completed DLUR application form, (2) the site plan (this plan maybe on an 8.5 by 11" sheet of paper provided it generally depicts the proposed development and the site location, (3) a list certified by the municipality of the property owners sharing an upland property boundary at any point on the perimeter of the lease area (4) the notice below, have been forwarded to the following parties:
  - a. County Planning Board;
  - b. Municipal Construction Official;
  - c. County Environmental Commission;
  - d. All property owners sharing an upland property boundary at any point on the perimeter of the lease area

The public notice required by this item shall read as follows:

*"This letter is to provide you with legal notification that an application will be submitted to the New Jersey Department of Environmental Protection, Division of Land Use Regulation for authorization*

*under a coastal general permit for (activity description, e.g. “rack and bag shellfish aquaculture structure”). The complete permit application package can be reviewed by appointment at the Department's Trenton office. The Department of Environmental Protection welcomes comments and any information that you may provide concerning the proposed development and site. Please submit your written comments within 15 days of receiving this letter. Your comments should be sent along with a copy of this letter to: NJDEP Division of Land Use Regulation, Mail Code 501-02A, PO Box 420, Trenton, New Jersey 08625-0420*

8. Proof of notice published in the official newspaper of the municipality or in a newspaper of general circulation in the municipality if there is no official newspaper. Proof of the notice shall specify the date and newspaper in which the notice was published and shall include a copy of the newspaper notice. The newspaper notice shall be a display advertisement a minimum of four inches in width shall read as follows:

*“Take Notice that a Coastal General Permit application has been submitted to the New Jersey Department of Environmental Protection, Division of Land Use Regulation for the activity described below:*

*APPLICANT:*

*PROJECT NAME & DESCRIPTION:*

*PROJECT STREET ADDRESS:*

*BLOCK, LOT:*

*MUNICIPALITY, COUNTY:*

*The Coastal General Permit application can be reviewed at either the municipal clerk's office or by appointment at the Department's Trenton office. A 30 day public comment period will be held on this application.”*

9. The below information as required by *N.J.A.C. 7:7-7.35* and *N.J.A.C. 7:7-7.36*:
- a. **Coastal General Permit 35 for Commercial Shellfish Aquaculture Activities**
1. One copy of a site plan and/or nautical chart showing the following:
    - i. The mean high, mean low and spring high water lines of the tidal waters at the site, any wetlands and navigation channels;
    - ii. The area covered by the shellfish lease;
    - iii. Existing waters depths in the area where the structures will be located; and
    - iv. The location and a description of the proposed structures
  2. A Compliance Statement prepared in accordance with *N.J.A.C. 7:7-6*, demonstrating how the proposed commercial shellfish aquaculture equipment complies with *N.J.A.C. 7:7-7.35* (a) through (b), including supplemental maps or surveys.
- b. **Coastal General Permit 36 for Placement of Shell within Shellfish Lease Areas**
1. One copy of a site plan or nautical chart showing the following:
    - i. The mean high, mean low and spring high water lines of the tidal waters at the site, any wetlands and navigation channels;
    - ii. The area covered by the shellfish lease; and
    - iii. Existing waters depths in the area where the shell will be located;
  2. The type and quantity of shell to be used, and the source of the shell; and
  3. A Compliance Statement prepared in accordance with *N.J.A.C. 7:7-6*, demonstrating how the proposed shell planting complies with *N.J.A.C. 7:7-7.36*(a) through (b), including supplemental documents as appropriate, such as maps or surveys.