



FLOOD HAZARD AREA APPLICATION CHECKLIST

General Permit 1— Channel cleaning under the Stream Cleaning Act

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

All applications for authorization under general permit 1 must be submitted electronically through the submission system at <https://njdeponline.com>. Follow the registration process and create an account. To apply, select the service "Apply for a Land Use Permit or Authorization."

For more information on submitting an electronic application, visit https://nj.gov/dep/landuse/eservices/lur_auth_permits.html.

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1. A completed [Property Owner Certification form](#)
 - Acceptable file formats include pdf, jpg, and png.

2. Site plans:

All site plans must clearly depict the segments of channel to be cleaned and must include the scale of the site plan, a north arrow, the name of the person who prepared the plan, date the site plan was prepared, and the applicant's name and the block, lot, and municipality in which the site is located. In addition, the site plan shall include the following information:

- i. The location of the affected portion of the channel or stream; and
 - ii. The location all proposed access points to the channel or stream.
- Acceptable file formats include pdf and zip. Site plans must be certified in accordance with N.J.A.C. 7:13-18.2(j) and prepared according to the Department's [site plan specifications](#) for electronic site plans. All plans must be digitally signed and sealed by a New Jersey licensed professional engineer, surveyor, or architect, as appropriate, pursuant to N.J.A.C. 13:40-7.2 through 7.4, with signatures and seals that meet the requirements of N.J.A.C. 13:40-8.1A. Site plans with electronic signatures, such as scans of site plans with a handwritten signature, will not be accepted.

3. Photographs:

- i. Color photographs and a brief narrative description of the affected portion of the channel or stream, including the access points where workers and equipment will be brought to the channel or stream; and
 - ii. A photo location map showing the location and direction from which each photograph was taken.
- Acceptable file formats include pdf, doc, docx, jpg, zip, ppt, and pptx.

4. A compliance statement that includes the following:
- i. The classification, under the Department's Surface Water Quality Standards, N.J.A.C. 7:9B, for the affected portion of the channel or stream;
 - ii. A description of the nature of the project and the methods that will be used;
 - iii. A description of the proposed methods that will be used to remove material from the channel or stream and the location where the dredged material will be placed; and
 - iv. A certification, signed by the county or municipal engineer, or an engineer employed by the local Soil Conservation District, that lists each requirement in N.J.A.C. 7:13-9.1(a) that applies to the project and states how the requirement has been or will be satisfied.
- The required compliance statement should be uploaded under the attachment type "Environmental Report with Site Location Maps." Acceptable file formats include pdf, doc, docx, rtf, and zip.

5. A color copy of a USGS quad map showing the affected portion of the stream:

- The map should be uploaded with the compliance statement under the attachment type "Environmental Report with Site Location Maps." Acceptable file formats include pdf, doc, docx, rtf, and zip.

6. Additional requirements:

- i. Written consent from public agency – applies only if the project will not be conducted by a public agency. The written consent must be a signed statement from a municipal, county, or State agency authorizing the applicant to conduct the work as a designee of that public agency.
 - Acceptable file formats include pdf, jpg, and png.
- ii. Highlands applicability determination (highlands exemption) – applies only if the project is located within the Highlands Preservation Area
 - Acceptable file formats include pdf, jpg, and png.
- iii. Conservation restriction – applies only if the proposed project is subject to an existing conservation restriction
 - Acceptable file formats include pdf, jpg, and png.