REQUEST FOR AUTHORIZATION for Logging Activities

General Permit GP-0-18-003 - Temporary Bridges and Arch Culverts
General Permit GP-0-18-004 - Temporary Bridges and Culverts

INSTRUCTIONS TO APPLICANTS

General Permit GP-0-18-003 for the installation, construction, maintenance and removal of a
- Temporary Bridge (30’ maximum bridge length); and/or
- Temporary Arch Culvert (maximum 4’ wide stream).

General Permit GP-0-18-004 for the installation, construction, maintenance and removal of a
- Temporary Bridge (50’ maximum bridge length); and/or
- Temporary Culvert (maximum 8’ wide stream).

To obtain the required authorization under one or both of these General Permits (GPs):

1. Read the applicable General Permit(s) to ensure that you understand all terms and conditions. The General Permit is available on the DEC’s website at: http://www.dec.ny.gov/permits/91184.html, or from the Regional Permit Administrator (refer to the NYSDEC Contact Information on page 3 of these instructions.

2. Determine whether or not the work you propose to do is within the scope of either of the GPs. (Refer to the Description of Authorized Activities on Page 1 of each of the GPs). If it is not within the scope of either GP, contact the DEC Regional Permit Administrator to apply for an individual permit. If it is within the scope of either GP, proceed to Step 3.

3. Fill out the Request for Authorization (RFA). Make sure all entries are complete and legible. DEC ENCOURAGES ELECTRONIC SUBMISSION OF THE REQUEST FOR AUTHORIZATION.

Operator/Applicant and Property Owner: Complete the name and contact information for both the Operator/Applicant (Logger) and Property Owner (if different).

Project Location: Complete the location information. If you are able to supply accurate project location coordinates, please do so. Location Coordinates are expressed in New York Transverse Mercator (NYTM) units (i.e., UTM Zone 18 expanded to encompass the entire state) based on the North American Datum 1983, or Latitude and Longitude. Coordinates may be obtained from DEC’s online Environmental Resource Mapper (www.dec.ny.gov/animals/38801.html), using the Identify tool.

Description of Project: Indicate the stream crossing type (bridge, culvert) for your project under the appropriate General Permit number (GP-0-18-003, GP-0-18-004).

Check the boxes confirming that you are submitting the required application attachments:
- Location Map - A USGS Quadrangle Map, or an equivalent map identifying the project location. An acceptable location map may be obtained from DEC’s online Environmental Resource Mapper (www.dec.ny.gov/animals/38801.html), using the Printer tool.
- Photographs – At least 3 color photographs which clearly depict the site of the proposed activity. Note the direction from which the photographs were taken.
• Project Plans - A sketch plan view and cross-sections drawn to scale, with dimensions showing location and extent of work. Note on this plan the direction from which the photographs were taken.

• Permission to Inspect Property Supplement to provide consent for DEC inspection. This form is available on the DEC website at http://www.dec.ny.gov/permits/6222.html.

Certification: The applicant and property owner must read the certification and sign and date the application. If you are submitting the Request for Authorization electronically, you may print your name and check the box that certifies you are the responsible applicant/property owner in lieu of providing an original signature.

4. Submit the Request for Authorization and the required application attachments to the DEC Regional Permit Administrator (refer to NYSDEC Contact Information on Page 3 of these Instructions).

5. DEC Project Approval Process:
   For General Permit GP-0-18-003
   If DEC does not contact the Applicant regarding any environmental concerns within 5 business days of DEC's receipt of the Request for Authorization and the required application attachments, the project can proceed without further approval. Otherwise the project may not proceed until concerns are resolved.

   For General Permit GP-0-18-004
   Use of this General Permit is not authorized unless the Request for Authorization / Part 2 - Project Authorization is signed and returned by the DEC Regional Permit Administrator.

6. Ensure that individuals and contractors doing the actual work understand and comply with all terms and conditions of the General Permit.

7. Any proposed changes to the scope of the proposed or authorized work must be submitted to the regional Permit Administrator or authorized DEC representative for approval. Contact the DEC authorized representative if you have questions or encounter unforeseen problems during the course of the work.
Complete the Request for Authorization and submit it along with the required attachments to the NYSDEC Regional Permit Administrator for your project area: