Non-Metallic Mining Application Instructions

Determine eligibility for this individual permit:

- Choose an activity decision module on web, http://dnr.wi.gov/topic/waterways
- A grading application is not required if:
  - Authorized under a stormwater discharge permit issued under s. 283.33, (Wis. Stats. 30.19 (1m) (f)).
  - Authorized by a permit issued by a county under a shoreland zoning ordinance enacted under s. 59.692, (Wis. Stats. 30.19 (1m) (g)).

To apply:

- Apply online using our online ePermitting System at http://dnr.wi.gov/permits/water
- Include all required attachments. Each document must be less than 15 megabytes and our online system offers a help guide to reduce file sizes.
- Permit processing review times begin when all of the required application materials are received by the DNR. The Department may require additional information to evaluate the project.
- If you have questions regarding your application, contact the local Water Management Specialist for your county refer to http://dnr.wi.gov/topic/Waterways/contacts.html#county.

Please note, prior to starting any work at the project site, you are responsible for:

- Obtain all necessary local (e.g. city, town, village or county) permits.
- Obtain U.S. Army Corps of Engineer permits or approvals.
- Obtain any other applicable state permits.

Public notice newspaper posting:

- As part of the permit process, it is required to publish in the newspaper as a Class 1 public notice.
- The department will prepare the notice.
- If you would like to delegate to the Department the required task of publishing in the newspaper, please select and pay the additional fee.

Bonding:

WI Adm. Code NR340 requires that the reclamation of any pond constructed 500-feet or closer to the OHWM of a navigable waterbody be financially secured for the entire wetted area of the permitted pond. Financial Assurance amounts are calculated by the procedures listed in NR340.055.

Required attachments - Forms or documents you upload in our online ePermitting System

1. **Application form** - A complete, signed application form “Water Resources Application for Project Permits (WRAPP)” (Form 3500-053)

2. **Application fee** - Payment needs to be submitted through the ePermitting System as part of the application process. A list of fees can be found at http://dnr.wi.gov/topic/waterways/documents/PermitDocs/feesheet.pdf.

3. **Ownership documentation** - (i.e. copy of deed, land contract, current property tax statement/receipt, options to purchase, leases)

4. **Photographs** that clearly show the on-the-ground conditions of the existing project areas. Remember that too much snow cover or vegetation may obscure important details. If possible, have another person stand near the project area for size reference. Color images are preferred.

5. **Site maps** that clearly illustrate the location and perimeter of the project site, and its relationship to nearby water resources (e.g. lakes, rivers, streams, wetlands), major landmarks and roads. Provide copies of relevant maps (e.g. wetland, aerial, topographical, soil, floodplain, or zoning maps), with the project location clearly identified. The Department offers a web mapping tool to assist in creating these maps at http://dnr.wi.gov/topic/surfacewater/swdv/.

- Be sure to include:
    - USGS Topographic Map(s)
    - Wisconsin Wetland Inventory Map(s)
    - FEMA floodplain Map(s)
    - Soil Map(s)
    - Zoning Map(s)

6. **Plans and specifications** that show what you intend to do. Plan drawings should be clear and to scale. Be sure to draw all plans as accurately and detailed as possible. The Department reserves the right to require additional information to evaluate the project. Be sure to include the following:

- Elevation of the bottom of the non-metallic mineral deposit (feet) and the datum used for the elevation reference.
- Distance from the excavation to the nearest public road, residence, and navigable water.
- Soil and geologic composition, including the topsoil depth, of the project site.
- Boring or test hole locations used to identify the type of material and size of the deposit.
- Location, dimensions and elevations of surface waters within or adjacent the project.
- Elevation of groundwater through the project site, including the data source used to determine groundwater.
- Locations of manmade features within the project area.
- Nature and dimensions of any existing excavations, dimensions and quantities of stockpiled materials, topsoil and refuse in the site.
- Location of both temporary and permanent haulage roads, including the length, width, side slopes, and elevations.
- Location of any known historical and archaeological features.
- If site will have an off-site discharge of stormwater and/or wastewater that is generated from the washing of aggregates.

You will also need to include information for the specific activity included with your project, below are examples:

- Dredging – Excavation within a navigable waterway
    - http://dnr.wi.gov/topic/waterways/documents/PermitDocs/IPs/IP-dredgingLakesStreams.pdf
- Stream realignment – Relocation or moving of a navigable water
    - http://dnr.wi.gov/topic/Waterways/documents/PermitDocs/IPs/IP-streamRealign.pdf
- Pond constructed within 500 feet of a navigable water during active mining or after reclamation
    - http://dnr.wi.gov/topic/waterways/documents/PermitDocs/IPs/IP-pond.pdf
- Bridges
    - http://dnr.wi.gov/topic/waterways/documents/PermitDocs/GPs/GP-ClearSpanBridge.pdf
    - http://dnr.wi.gov/topic/Waterways/documents/PermitDocs/IPs/IP-bridgeTempCross.pdf

- Culverts
  - http://dnr.wi.gov/topic/waterways/documents/PermitDocs/GPs/GP-CulvertWPEDesign.pdf
  - http://dnr.wi.gov/topic/waterways/documents/PermitDocs/GPs/GP-CulvertWOPEDesign.pdf
  - http://dnr.wi.gov/topic/Waterways/documents/PermitDocs/IPs/IP-culvert.pdf

7. **Narrative description** of your proposal on a separate page. Please include:
   - What the project is, purpose of project, and need for the project
   - How you intend to carry out the project, including methods, materials, and equipment
   - Your proposed construction schedule and sequence of work
   - What temporary and permanent erosion control measures will be used
   - The location of any disposal area for dredged or excavated materials
   - For disturbances or fill, provide a description of type, composition, and quality of materials
   - How you plan to avoid, minimize and mitigate impacts to waterways
   - Area (e.g. linear feet) impacted
   - Describe the existing physical and natural conditions of the site, including types of vegetative cover
   - Is the project located in the floodplain of a stream?
   - Is the project site located in or adjacent to a wetland?
   - Describe existing land use on project site (i.e. vacant, farming, etc.)
   - Describe abutting land use
   - Proposed depth of excavation (feet)
   - Anticipated duration of mining (years)
   - If there will be aggregate washing or crushing operations on site, describe:
     - The operation
     - How many cubic yards of aggregate will be stockpiled at any one time

8. **Riparian owners list** - Names and addresses of the adjacent property owners.

9. **Reclamation plan** for the area of the project that falls under NR340. Please describe the following:
   - Specific seed mixture, quantities and species to be used.
   - Fertilizer and mulch to be applied.
   - Site specific erosion and sediment control plan for your Chapter 30, NR 340 portion of the reclamation.
   - Site Plan with finish contours.
   - For any temporary or permanent artificial ponds, please provide the following for each:
     - Average depth (feet)
     - Maximum depth (feet)
     - Size (acres)
     - Will the pond be located in a floodplain
     - If any final slopes will be steeper than 3 feet horizontal to 1 foot vertical, explain the reason.

10. **Reclamation costs estimate** - Please fill out and include the table at the end of this checklist.

11. **If wetlands will be disturbed, a separate wetland permit application will be required. The links below are for the most common wetland activities related to Non-Metallic Mining.**

- Wetland disturbance or fill
  - http://dnr.wi.gov/topic/waterways/documents/PermitDocs/IPs/IP-Wetland.pdf
  - http://dnr.wi.gov/topic/waterways/documents/PermitDocs/GPs/GP1-WetlandDischarge.pdf

Be sure to include in the alternatives analysis:

- Any investigation conducted to identify upland alternative non-metallic mining sites.
- What efforts were made to obtain the material?
- What was the estimated volume of material to be extracted?
- Be sure to provide adequate documentation for these estimates.

12. **Endangered and threatened resources.** The applicant is not required, but is encouraged to request an endangered resources (ER) review letter before applying for the permit. Information on how to obtain a review can be found by visiting the website at http://dnr.wi.gov/topic/ERReview/Review.html. The applicant can also visit the NHI Public Portal, http://dnr.wi.gov/topic/ERReview/PublicPortal.html, to determine if a full ER Review is required. Read the 'What is an ER Preliminary Assessment and what do the results mean?' section to determine follow-up steps.

13. **Historical and cultural resources**. If you are aware there is a historical or cultural resource present, you are **required** to contact the Wisconsin State Historical Society to verify and receive documentation that the activity will not result in an adverse impact to these resources.

Reclamation Costs Estimate **Complete each blank or enter N/A**			
Activity or Purchase	**# Acres or N/A**	**Cost/Acre or N/A**	**Total Cost**
Recontouring			
Spoil bank area, side slopes and floor			
Equipment costs (grader, bulldozer, etc.)			
Recontouring topography of excavated area			
Topsoil (dry vs. wet gravel pit)			
Topsoil and subsoil			
Topsoil stripping			
Topsoil replacement			
Purchase of additional topsoil			
Respreading and recontouring subsoil			
Equipment cost to spread topsoil			
Miscellaneous grading of spoil piles			
Preparation and revegetation			
Equipment cost for seedbed preparation (discing, harrowing and related groundwork)			
Mulch purchase and application			
Costs for purchasing and planting shrub and tree seedlings			
Construction of settlement basins, silt fence, filter cloth, rock riprap, etc.			
Cost for stabilization of topsoil storage piles (temporary and final)			
Cost for reseeding, if first seeding fails			
Cost of temporary erosion control measures			
Total Acres Involved in Reclamation			
Total Reclamation Costs			