



SHORELAND PERMIT APPLICATION

Water Division / Wetlands Bureau

[Check Application Status](#)



RSA / Rule: RSA 483-B, Env-Wq 1400

Administrative Use Only	Administrative Use Only	Administrative Use Only	File No.:
			Check No.:
			Amount:
			Initials:

This is an application for a permit to excavate, fill, construct new structures, or remove structures within the protected shoreland regulated under RSA 483-B. By providing your email address, you authorize NHDES to communicate all matters relative to this filing electronically, using your email address.

SECTION 1 - PROJECT DESCRIPTION (Env-Wq 1406.07)

Please concisely describe your proposed project:

SECTION 2 - PROJECT LOCATION (Env-Wq 1406.07)

ADDRESS:	TOWN/CITY:	STATE:NH	ZIP CODE:
WATERBODY NAME:		TAX MAP/ BLOCK/LOT NUMBER:	

SECTION 3 - PROPERTY OWNER AND DEED INFORMATION (Env-Wq 1406.07)

The legal name of each property owner must be as it appears on the deed of record. If the owner is a trust or a company, write the name of the trust or company as the owner's name.

LAST NAME, FIRST NAME, M.I.:			
MAILING ADDRESS:		TOWN/CITY:	STATE:
PHONE:	EMAIL (if available):		
REGISTRY OF DEED COUNTY	BOOK NUMBER	PAGE NUMBER	

SECTION 4 - APPLICANT (DESIRED PERMIT HOLDER), IF DIFFERENT THAN OWNER (Env-Wq 1406.07)

If the applicant is a trust or a company, write the name of the trust or company as the applicant's name. If the applicant is the owner, please leave blank and check the following box: ☐

LAST NAME, FIRST NAME, M.I.:			
MAILING ADDRESS:		TOWN/CITY:	STATE:
PHONE:	EMAIL (if available):		

SECTION 5 - CONTRACTOR OR AGENT (OPTIONAL)

LAST NAME, FIRST NAME, M.I.:			
ADDRESS:		TOWN/CITY:	STATE:
PHONE:	EMAIL (if available):		

29 Hazen Drive, PO Box 95, Concord, NH 03302-0095
shoreland@des.nh.gov or (603) 271-2147
des.nh.gov

SECTION 6 - CRITERIA (Env-Wq 1406.07)

Please check at least one of the following:

- ☐ This shoreland permit application requires neither a proposal to make the property more nearly conforming nor a request for a waiver of a minimum standard.
- ☐ This shoreland permit application includes a proposal to make the structures and/or the property [more nearly conforming](#) in accordance with RSA 483-B:11.
- ☐ This shoreland permit application includes a [request for a waiver](#) of the following minimum standard(s): RSA 483-B:9, V.

SECTION 7 - RELATED PERMIT APPLICATIONS ASSOCIATED WITH THIS PROJECT (Env-Wq 1406.14)

Please indicate if you also require the following permits. If so, please indicate the status of your permit application.

Permit Type	Permit Required	File Number	Permit Application Status
Alteration of Terrain per RSA 485-A:17	YES NO		<input type="checkbox"/> APPROVED <input type="checkbox"/> PENDING <input type="checkbox"/> DENIED
Individual Sewerage Disposal per RSA 485-A:29	YES NO		<input type="checkbox"/> APPROVED <input type="checkbox"/> PENDING <input type="checkbox"/> DENIED
Subdivision Approval per RSA 485-A:29	YES NO		<input type="checkbox"/> APPROVED <input type="checkbox"/> PENDING <input type="checkbox"/> DENIED
Wetlands Permit per RSA 482-A	YES NO		<input type="checkbox"/> APPROVED <input type="checkbox"/> PENDING <input type="checkbox"/> DENIED

SECTION 8 - REFERENCE LINE ELEVATION (Env-Wq 1406.07)

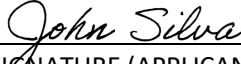
Required for projects located on the protected shoreland of lakes or ponds. The reference line elevations for most lakes, ponds, and artificial impoundments greater than 10 acres are listed in the Consolidated List of Waterbodies Subject to the Shoreland Water Quality Protection Act. See RSA 483-B:4, XVII for the definition of reference line.

REFERENCE LINE ELEVATION (feet above sea level):

SECTION 9 - APPLICATION FEE & SUBMITTAL (RSA 483-B:5-b, I(b); RSA 483-B:5-b, X)

A nonrefundable permit application fee of \$200 plus \$0.20 per total square feet of impact for restoration of water quality improvement projects, or \$400 plus \$0.20 per total square feet of impact for all other projects is required at the time the application is submitted. *Applications for projects solely funded by municipal, county, state, or federal entities shall incur a permitting fee no greater than \$3,750.*

To mail or hand deliver this application and all required attachments to the NHDES Wetlands Bureau, please use PO Box 95, Concord, NH 03302-0095. Missing information may delay your shoreland permit application and may result in denial. *If paying by check or money order, please make payable to the Treasurer, State of New Hampshire.*

SECTION 10 - CALCULATING TOTAL IMPACT AREA / PERMIT APPLICATION FEE (RSA 483-B:5-b, I(b); RSA 483-B:5-b, X)				
Calculate total impact area by determining the sum of all areas disturbed by regrading, excavating, filling, construction or structure removal. Impacts often include, but are not limited to constructing new driveways, constructing new structures, areas disturbed when installing septic systems and foundations, creating temporary access roads to drill a new well and regrading associated with landscaping activities.				
TOTAL AREA IMPACTED WITHIN THE PROTECTED SHORELAND =		(A) square feet		
<ul style="list-style-type: none"> For restoration of water quality improvement projects: Multiply line (A) by \$0.20 and add \$200. $[(A) \times \\$0.20 + \\$200] = \\$ Permit fee¹ For all other projects: Multiply line (A) by \$0.20 and add \$400. $[(A) \times \\$0.20 + \\$400] = \\$ Permit fee 				
SECTION 11 - REQUIRED CERTIFICATIONS (Env-Wq 1406.08; Env-Wq 1406.10(a))				
By initialing each of the following statements, and signing below, you are certifying that:				
Initials:	The information provided is true, complete, and not misleading to my knowledge and belief.			
Initials:	I understand that: <ul style="list-style-type: none"> Any permit or waiver granted based on false, incomplete, or misleading information shall be subject to revocation. I am subject to the applicable penalties in RSA 641, Falsification in Official Matters. Obtaining a shoreland permit shall not exempt the work proposed from other state, local, or federal approvals. 			
Initials:	I have notified the governing body of the municipality or municipalities in which the property is located by certified mail, in accordance with Env-Wq 1406.13.			
Initials:	I have notified all abutters ² of the proposed impacts via certified mail, in accordance with Env-Wq 1406.13.			
Initials:	<input type="checkbox"/> This project is within one-quarter mile of a designated river, and I have provided the Local River Management Advisory Committee (LAC) with a copy of my complete application, including all supporting materials, via certified mail, in accordance with Env-Wq 1406.13. <input type="checkbox"/> This project is <i>not</i> within one-quarter mile of a designated river.			
Initials:	For any project proposing that the impervious area be at least 15% but not more than 20% within the protected shoreland, I certify that the impervious area is not more than 20%. <input type="checkbox"/> N/A			
SECTION 12 - REQUIRED SIGNATURES (Env-Wq 1406.08)				
Both the property owner and applicant must sign.				
SIGNATURE (OWNER): 	PRINT NAME LEGIBLY:	DATE:		
SIGNATURE (APPLICANT, IF DIFFERENT FROM OWNER):	PRINT NAME LEGIBLY:	DATE:		

¹ Projects solely funded by municipal, county, state, or federal entities shall incur a permit application fee no greater than \$3,750.

² "Abutter" means any person who owns property immediately contiguous to the property on which the proposed work will take place, or who owns flowage rights on such property. The term does not include properties separated by a public road or located more than ¼ mile from the limits of the proposed work. If contiguous properties are owned by the person who is proposing the work, then the term includes the person owning the next contiguous property, subject to the ¼ mile limitation.

SHORELAND PERMIT APPLICATION WORKSHEET

You must include this worksheet with every shoreland permit application. Include a separate worksheet for each individual lot of record where impacts are proposed.

In this worksheet, “pre-construction” impervious surface area³ means all human-made impervious surfaces⁴ currently present within the protected shoreland of a lot, whether to be removed or to remain after the project is completed. “Post-construction” impervious area means all impervious surfaces that will exist within the protected shoreland of a lot upon completion of the project, including both new and any remaining pre-construction impervious surfaces. All answers must be in square feet.

Calculating Impervious Area

CALCULATING THE IMPERVIOUS AREA OF A LOT WITHIN 250 FEET OF THE REFERENCE LINE (Env-Wq 1406.12)			
	STRUCTURE DESCRIPTION	PRE-CONSTRUCTION IMPERVIOUS AREAS	POST-CONSTRUCTION IMPERVIOUS AREAS
PRIMARY STRUCTURE(S) House and all attached decks and porches.		FT ²	FT ²
ACCESSORY STRUCTURES All other impervious surfaces excluding lawn furniture, well heads, and fences. Common accessory structures may include driveways, walkways, patios and sheds.		FT ²	FT ²
		FT ²	FT ²
		FT ²	FT ²
		FT ²	FT ²
		FT ²	FT ²
		FT ²	FT ²
TOTAL:		(A) FT ² 128,948	(B) FT ²
Area of the lot located within 250 feet of reference line:			(C) FT ²
Percentage of lot covered by pre-construction impervious area within 250 feet of the reference line: <i>[divide (A) by (C) x 100]</i>			(D) %
Percentage of lot to be covered by post-construction impervious area within 250 feet of the reference line upon completion of the project: <i>[divide (B) by (C) x 100]</i>			(E) %

³ “**Impervious surface area**” as defined in Env-Wq 1402.13 means, for purposes of the impervious surface limitation specified in RSA 483-B:9, V(g), the total footprint of each impervious surface that is located within the protected shoreland.

⁴ “**Impervious surface**” as defined in RSA 483-B:4, VII-b means any modified surface that cannot effectively absorb or infiltrate water. Examples may include roofs, and unless designed to effectively absorb or infiltrate water, decks, patios, and paved, gravel, or crushed stone driveways, parking areas, and walkways.

Stormwater Management Requirements

IMPERVIOUS AREA THRESHOLDS (RSA 483-B:9, V(g))
<input type="checkbox"/> A net decrease or no net increase in impervious area is proposed (If line E is less than or equal to line D).
<input type="checkbox"/> The percentage of post-construction impervious area (line E) is less than or equal to 20%. This project <i>does not require</i> a stormwater management plan and <i>does not require</i> a plan demonstrating that each waterfront buffer grid segment at least meets the minimum required tree and sapling point score.
<input type="checkbox"/> A net increase in impervious area is proposed and the percentage of post-construction impervious area (line E) is greater than 20%, but less than 30%. This project <i>requires</i> a stormwater management but <i>does not require</i> a plan demonstrating that each waterfront buffer grid segment at least meets the minimum required tree and sapling point score. <i>See details on Application Checklist</i>
<input type="checkbox"/> A net increase in impervious area is proposed and the percentage of post-construction impervious area (line E) is greater than 30%. This project <i>requires</i> a stormwater management plan designed and certified by a professional engineer <i>and requires</i> plans demonstrating that each waterfront buffer grid segment meets at least the minimum required tree and sapling point score. <i>See details on Application Checklist</i>

Natural Woodland Area Requirements

DETERMINING THE AREA TO REMAIN AS NATURAL WOODLAND	
Total area of the lot between 50 feet and 150 feet of the reference line within which the vegetation currently exists as natural woodland ⁵ (<i>see definition below</i>).	(F) FT ²
Total area of the lot between 50 feet and 150 feet from the reference line.	(G) FT ²
At least 25% of area (G) must remain in as natural woodland. $[0.25 \times G]$	(H) FT ²
Place the lesser of area (F) and calculation (H) on this line. To comply with the <i>natural woodland area requirement</i> , this is the minimum area that must remain as natural woodland between 50 feet and 150 feet from the reference line. This area must be represented on all plans and this area, exclusive of existing lawn, must remain in an unaltered state ⁶ .	(I) FT ²
Name of person who prepared this worksheet:	
Name and date of the plan associated with this worksheet:	

⁵ **"Natural Woodland"** means a forested area consisting of various species of trees, saplings, shrubs, and ground covers in any combination and at any stage of growth (483-B:4, XI).

⁶ **"Unaltered State"** means native vegetation allowed to grow without cutting, limbing, trimming, pruning, mowing, or other similar activities except as needed for renewal or to maintain or improve plant health (483-B:4, XXIV-b).