

Required Preconstruction Notification Contents

Determination of completeness must be made within 30 days of the date of receipt. Additional information may be requested only **once**.

If all required information is not provided, the prospective permittee will be notified that the preconstruction notification (PCN) is still incomplete and the review will not commence until all requested information has been received.

All PCNs must be in writing, clearly indicate that it is a PCN, and include:

- Name, address and telephone number of prospective permittee.
- Location of proposed project. This should include the following:
 - Section, Township, Range
 - Latitude and Longitude (use center of project site)
 - County and nearest municipality
 - Street address, if available
- Brief description of proposed action to include:
 - Project purpose
 - Direct and indirect adverse environmental effects the project would cause.
 - List any other Corps of Engineers (Corps) permits or verifications used or intended to be used to authorize any part of the proposed project or any related activity.
- A delineation of affected special aquatic sites is **required** for the following Nationwide Permits (NWP):
 - NWP 7 NWP 12 NWP 14 NWP 18 NWP 21 NWP 34
 - NWP 38 NWP 39 NWP 40 NWP 41 NWP 42 NWP 43

NOTE: The 45-day default time clock does not start until the wetland delineation has been completed and submitted to the Corps.

- For NWP 7, information regarding the original design capacities and configurations of those areas of the facility where maintenance dredging or excavation is proposed.
- For NWP 14, must include a compensatory mitigation proposal to offset permanent losses of waters of the United States and a statement describing how temporary losses of waters of the United States will be minimized to the maximum extent practicable.
- For NWP 21, must include an Office of Surface Mining or state approved mitigation plan.
- For NWP 27, must include documentation of the prior condition of the site to be reverted.

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- [] For NWP 29, must include the following:
 - [] Any past use of this NWP by the permittee and/or permittee's spouse.
 - [] Statement that the single-family housing activity is for a personal residence of the permittee.
 - [] Description of parcel with a delineation of wetlands as follows:
 - [] Parcels $\frac{1}{4}$ acre or less will not require a formal delineation.
 - [] Parcels greater than $\frac{1}{4}$ acre must have a formal delineation prepared.
 - [] A written description of all land owned by the prospective permittee and/or the prospective permittee's spouse within a one mile radius of the subject parcel, in any form of ownership and any land on which a purchase and sale agreement or other agreement for sale or purchase has been executed.
- [] For NWP 31:
 - [] Prospective permittee must notify the District Engineer with a PCN prior to each maintenance activity or submit a five year (or less) maintenance plan.
 - [] A delineation of any affected special aquatic sites.
 - [] Sufficient baseline information so as to identify the approved channel depths and configuration and existing facilities.
 - [] Location of the dredged disposal site.
- [] For NWP 33, must include a restoration plan of reasonable measures to avoid and minimize adverse effects to aquatic resources.
- [] For NWPs 39, 43, and 44, must include a written statement to the District Engineer explaining how avoidance and minimization of losses of waters of the United States were achieved on the project site.
- [] For NWPs 39 and 42, must include a compensatory mitigation proposal that offsets unavoidable losses of waters of the United States or justification explaining why compensatory mitigation should not be required.
- [] For NWP 40, must include a compensatory mitigation proposal that offsets unavoidable losses of waters of the United States.
- [] For NWP 43, must include, for the construction of new facilities, a maintenance plan and a compensatory mitigation proposal to offset losses of waters of the United States.

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- For NWP 44, must include:
 - A description of all waters of the United States adversely affected by the project.
 - A description of measures taken to minimize adverse effects to waters of the United States.
 - A description of measures taken to comply with the criteria of the NWP.
 - A reclamation plan.
- For any activity that may adversely affect Federally-listed endangered or threatened species the notification must include the name(s) of those threatened or endangered species that may be affected by the proposed work or utilize the designated critical habitat that may be affected by the proposed work.
- For any activity that may affect historical properties listed in or eligible for listing in the National Register of Historical Places the notification must state which historical property may be affected by the proposed work or include a vicinity map indicating the location of the historic property.
- Where the proposed work involves the discharge of dredged or fill material into waters of the United States resulting in permanent, above-grade fills within 100-year floodplains, the notification must include documentation demonstrating that the proposed work complies with the appropriate FEMA or FEMA-approved local floodplain construction requirements. This applies to the following NWPs:
 - NWP 12 NWP 14 NWP 29 NWP 39
 - NWP 40 NWP 42 NWP 43 NWP 44

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