



Freshwater Wetlands Determination or Permit Application for Significant Alteration

1. Navigate to <https://demri.my.site.com/owr> and click Applications > Start an Application



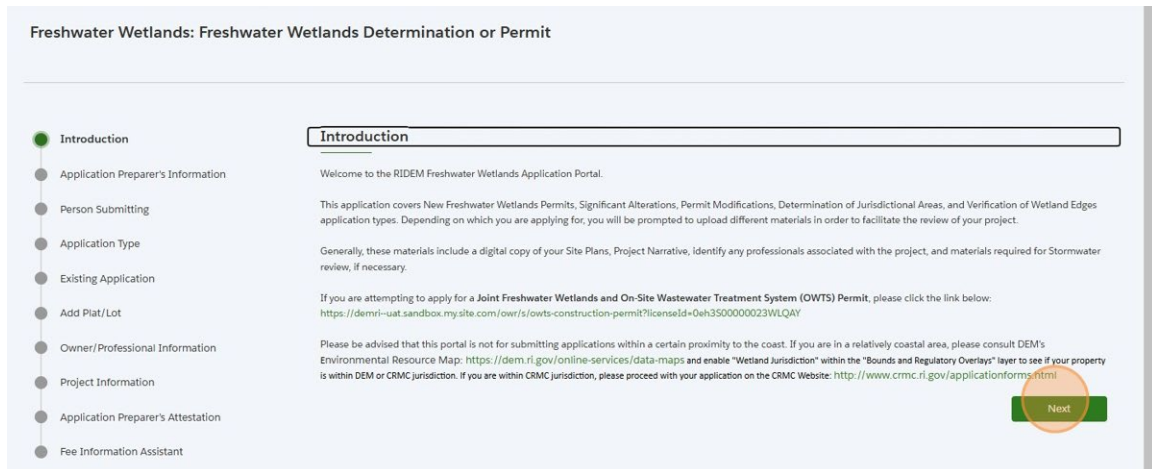
2. Click "Select" next to the program you wish to apply for



3. Click "Select" next to the application you wish to apply for



4. First is the Introduction Screen. Upon reading all the information, click Next to proceed.



- Next is the Applicant Information Screen. Carefully review all the information. If you need to make changes, scroll to the top and click 'My Profile' to make the necessary edits. **Note: You will need to restart the application for the edits to be saved.**

Freshwater Wetlands: Freshwater Wetlands Determination or Permit

Application Preparer's Information

Carefully verify that all contact information is current and correct.

Name changes or other updates to your personal information cannot be processed on this page. Any such changes must be made by clicking on the 'My Profile' button below.

Note: If you change any profile information, you will need to restart your application, so that your application reflects your updates.

[My Profile](#)

Important: If the Application Preparer identified here is not an owner of property subject to this application or is not authorized to sign on behalf of an owner through an executed Power of Attorney, note that each owner will need to sign the application before it can be submitted to the department. You must ensure that the principal owner that is to sign the application has created a User Account in this portal so that they can receive prompts to sign this application. If they have not yet created an account, click "Save for later" at the bottom left and return to complete this form once the principal owner (or owner representative for any owner entity that is not an individual person) has created their User Account. If the application is for a property that is either owned by multiple additional owners or spans multiple properties with different owners, you will also be prompted to upload owner signature documents near the end of this form.

First Name: Middle Name:

Last Name: Telephone: Email:

Home Address

Street: Town / City: State:

Zip code:

Mailing Address

Street: Town / City: State:

Zip code:

* Are the Mailing and Physical Addresses Correct?

Yes
 No

[Save for later](#) [Previous](#) [Next](#)

- Next is the Person Submitting Screen

Person Submitting

If the property subject to this application consists of a lot owned in part by multiple individuals or consists of multiple lots that are owned by different individuals or companies/agencies/organizations, fill this out to reflect the nature of the principal owner/applicant. The form will allow the entry of information for each other co-owner/applicant.

* Choose the best option

I own the site as an individual.
 The site is owned by a company, corporation, association, non-profit agency, partnership, estate, municipality, governmental agency or other similar entity, and I am an authorized officer or official of the owner.
 I am an individual who has been granted power-of-attorney to sign/attest to the application on behalf of the site owner (a valid, notarized copy of the Power of Attorney Document will need to be uploaded at the "Upload Documents" step)
 I am a professional consultant authorized to prepare the application on the owner's behalf, with the owner(s) separately attesting to the application on-line.

[Save for later](#) [Previous](#) [Next](#)

- Next is the Application Type Screen

Application Type

* Choose the right option

Request to Determine the Presence of Jurisdictional Area
 Request to Verify Wetland Edges
 New Freshwater Wetlands Permit
 Application for Significant Alteration
 Permit Modification

Application for Significant Alteration - This application type is for projects that cannot avoid alterations within wetlands, such as stream or wetland crossings, or which require access to wetlands to achieve their purpose. This application type may also require engineering and has other mandatory uploads such as a list of abutters, an abutters' map, and wetland impact evaluation documentation, among others.

Here's the link to Joint OWTS/Wetlands PD form : OWTS/Wetlands PD form

[Save for later](#) [Previous](#) [Next](#)

8. Next is the Existing Application Screen.

- **If answer = Yes**, you will be asked to look up an existing application number, and the Site Information will be auto-populated with the site you looked up

- **If answer = No**, you will be able to proceed to the next screen and will be required to manually enter the site information

Existing Application

* Do you have the reference number for any previous or current applications or permits on record?

Yes
 No

* Would you like to provide information for this site to determine if RIDEM has an existing record for this site?

Yes
 No

Save for later

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9. Next is the Site Information Screen.

Site Information

Site Address

Please provide all of the following information related to the proposed project site.

* Street Address: 12334 Main St * Town / City: East Providence * State: Rhode Island * Zip Code: 02922

* Seaward Intersecting Street: Main

* Distance (in feet) to property from seaward street intersection: 200

* Direction to property from seaward street intersection: East

Covered Utility Pole Number:

Is the project site a linear project along a right-of-way?

Please make sure to enter the full 6-digits after the decimal point to ensure that you are linking your project to the correct site. DO NOT input zeros for the final digits of the latitude or longitude unless those are the actual values for the location of your project.

* Latitude (Starts with +3 or +2, followed by 6 decimal numbers): +42.632633 * Longitude (Starts with -71, followed by 6 decimal numbers): -71.633333

Owner Details

Applicants to D&D must be an owner of the property or applicant subject to the application. If the owner is an organization instead of an individual person, use the "Over Name / Over Name" field here for the officer or other authorized representative signing on behalf of the organization.

* Name (Over Name and Last Name): Phipps, Kit * Email: kit@pkip.com

* Telephone: (508) 556-3636 Emergency Contact/Alternate Telephone:

* State: Aquaponics * Town / City: Providence * State: Rhode Island * Zip Code: 02906

Organization Name: Title: Organization Type:

Yes
 No

Save for later Previous Next

10. Next is the Add Plot/Lot screen. Click on Add New

Add Plat/Lot

Use the "Add New" Button to add required information for each lot and parcel that is subject to this application.

Town/City	Plat Number	Lot Number	Block Number	Action
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Save for later Previous Next

11. Enter Plat, Lot and Block Numbers and Click on Save.

Block Details

*Town/City Name
Providence

*Plat Number
234

*Lot Number
56

Block Number
4.00

Cancel Save

12. Click "Next"

Add Plat/Lot

Use the "Add New" Button to add required information for each lot and parcel that is subject to this application.

Town/City	Plat Number	Lot Number	Block Number	Action
Providence	234	56	4	▼

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Save for later Previous Next

13. Next is the Owner/Professional Information Screen

Owner/Professional Information

Use the "Add New" Button to add contact information for any additional representative (if applicable) of the primary owner, and/or the professional/consultant who can serve as a primary contact for questions on the application.

Primary Owner/Professional Details

Site Relation	Name	Email Address	Phone Number	Action
Owner	Priya Kk	shanmukharp@yahoo.com	(565) 656-5656	▼

Check this box if there are any additional owners of any parcel subject to this application who will need to be designated as co-applicants, or if there are any additional professionals/consultants who assisted in preparation of this application.

Save for later Previous Next

14. Next is the Project Information Screen

Project Information

Project Name:

* Project Type: * Project Size: * Link:

Within which river buffer zone region is the site located?
 Urban Region Region 1 Region 2

Is the project located within a Drinking Water Supply Reservoir Watershed (DWSRW)?
 Yes No

Is the project located within a Natural Heritage Area?
 Yes No

Have rare wetland types or rare species been documented?
 Yes No

Does the project propose any of the following? Clicking any of the three radio buttons should merely prompt additional stormwater-related questions or identify the application as one needing an engineering review. There is no longer any need for a separate Application for Stormwater Construction Permits when submitted through the FFW Program.

New or increased impervious cover for property other than a single-family home?
 Yes No

Disturbance of more than 10,000 sq. ft. of existing impervious cover?
 Yes No

Proposes any fill of floodplain, any work within floodway, or involves any hydraulic alterations to watercourse via bridge, culvert or diversion?
 Yes No

Does this project require a variance from the Freshwater Wetlands Standards?
 Yes No

Have you participated in a pre-application meeting with RDDM on this project?
 Yes No

Is municipal master plan approval required for this property? If yes, submit a copy of the approval.
 Yes No

Save for later

15. Next to Upload Documents, click the icon to add applicable files, then Next to proceed

Upload Documents

Document Name	Document Description	Uploaded File (Multiple file upload)
300' Section Aerial Map & Aerials List	A current list of the property marks whose projection is within ten feet from (300') of any proposed work within undeveloped areas, as well as a topographic aerial to scale of at least one inch (1") to one hundred feet (300') (1" = 300') showing the boundaries, lot numbers, and corresponding names within 300' without jurisdiction area alteration radius.	<input type="button" value="Add File"/>
Affirmed Deed	Proof of ownership in the form of a current verified copy of the deed of the subject property. Submit a hard copy with word document upload to OWR.	<input type="button" value="Add File"/>
Impact Narrative & Evaluation of Functions, Values, & Impacts	A written description of the project including the location, size, and nature of the project, as well as the potential wetland impacts have been subjected to the maximum extent possible. Additionally, create a narrative evaluation that describes those functions and values provided and maintained by the subject freshwater wetlands, streams, floodplains, areas subject to flooding and areas subject to erosion. Manage an outline in (Annex 3.12.2)(3)(iv)(b)performs: https://www.eco-n-gov.com/requirements/part-350-35-31 .	<input type="button" value="Add File"/>
Site Plans	Plans drawn to a scale no smaller than one inch (1") equal one hundred feet (300') (1" = 300') with the date, original date of the plan, north arrow, map, legend showing all buildings or structures, impervious areas, other property boundaries, proposed, adjacent and reference points, and accurate scale. For more information, see (Annex 3.12.2)(3)(iv)(b)performs: https://www.eco-n-gov.com/requirements/part-350-35-31 (Appendix and signed by State Land Professional Engineer or engineering license required)	<input type="button" value="Add File"/>
Local Master Plan Approval	Local Master Plan approval, or (3)(iv)(c) conditional approval of a Conditional Master and Preliminary Plan, or (3)(iv)(d) letter from an authorized municipal official (the Administrative Officer) certifying compliance with local impact development site planning and design requirements as contained within the local zoning ordinance, land development and subdivision regulations or other pertinent regulations.	<input type="button" value="Add File"/>
Site Work Affidavit	Site work affidavit required by statute.	<input type="button" value="Add File"/>
Supporting Documents	Any additional information that will help facilitate biological and stormwater engineering review (e.g., site photos, GIS shape files, hydrodynamic or pervious coverage maps, stream channel modeling, stream channel cross-sections, conceptual hydrology loading flexibility map, etc.)	<input type="button" value="Add File"/>

Save for later

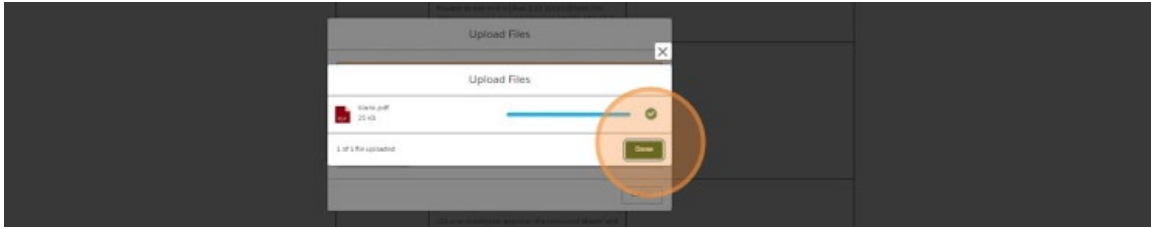
16. Click "Upload Files"

Upload Files

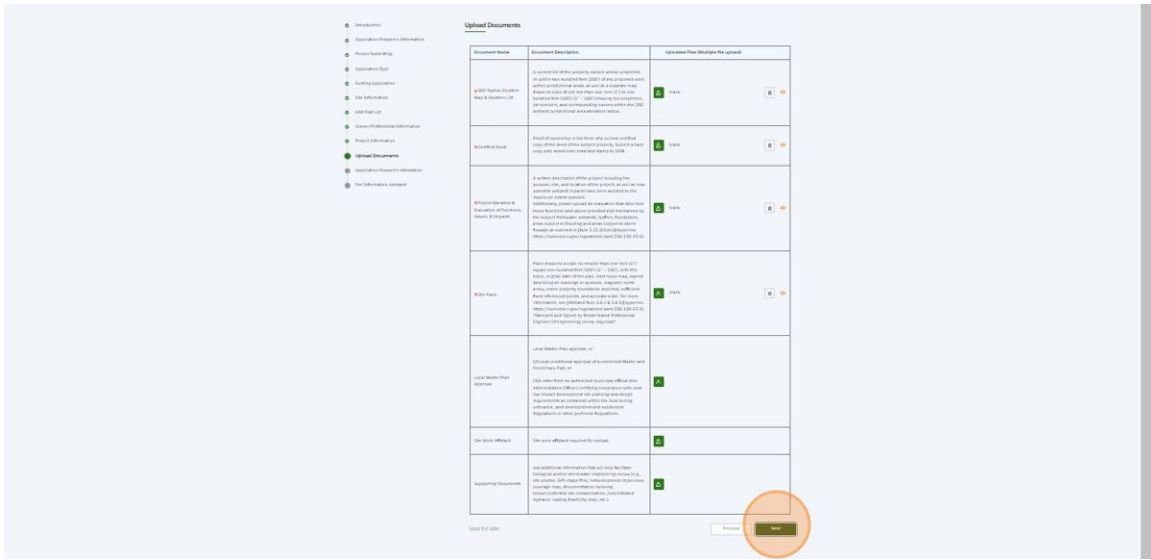
Please attach a copy of the required documents.

Note:
 1. The maximum file size allowed is 2 GB.
 2. The maximum number of documents is 10.
 3. Documents may be uploaded as individual files or as a single merged file on the next page.

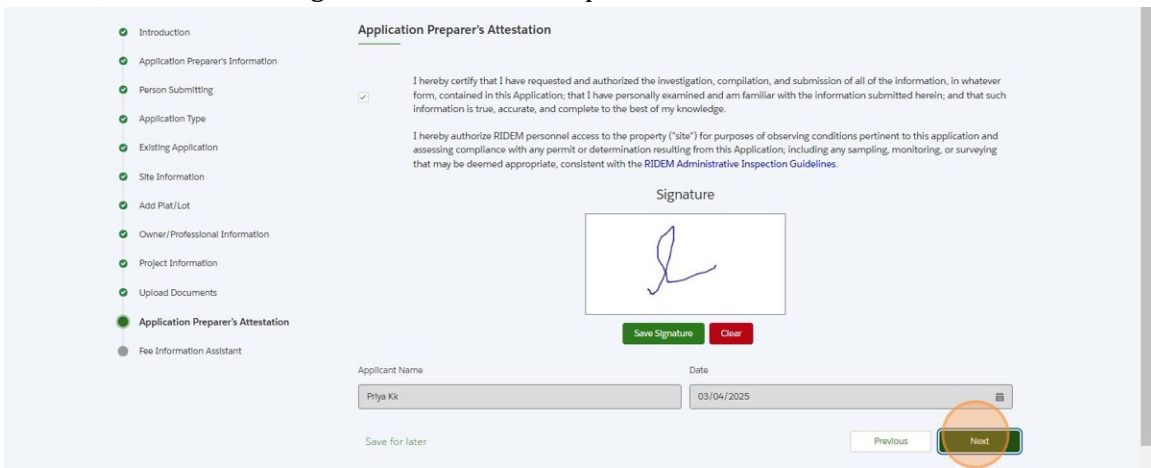
17. Click "Done"



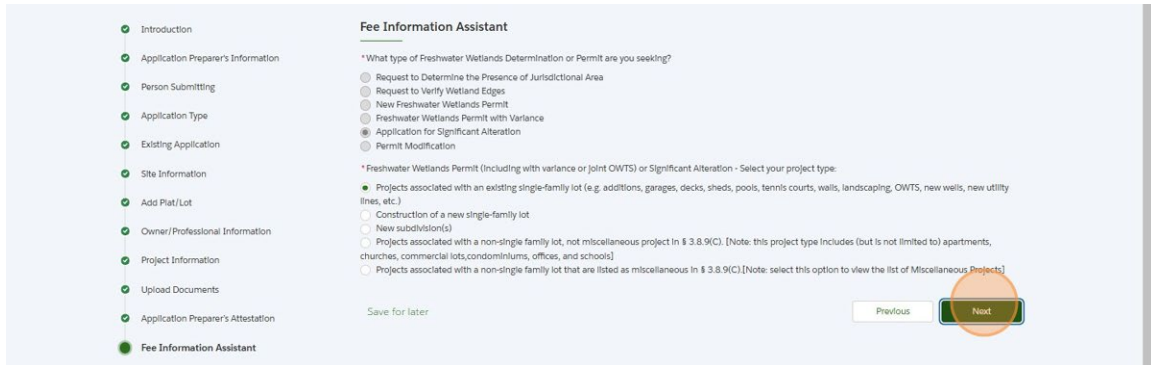
18. Click "Next"



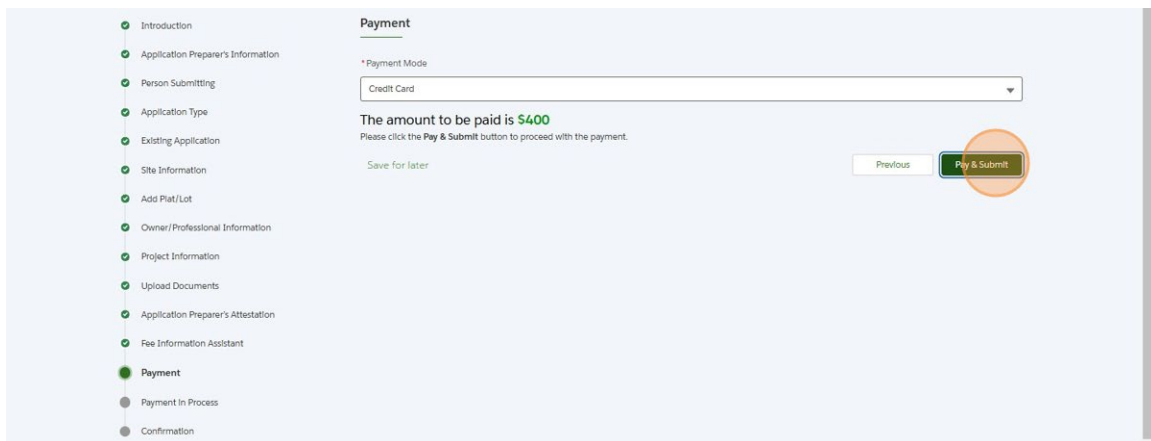
19. Next is the Application Attestation Screen. Check the box to attest, sign in the signature box, and click save signature. Click Next to proceed.



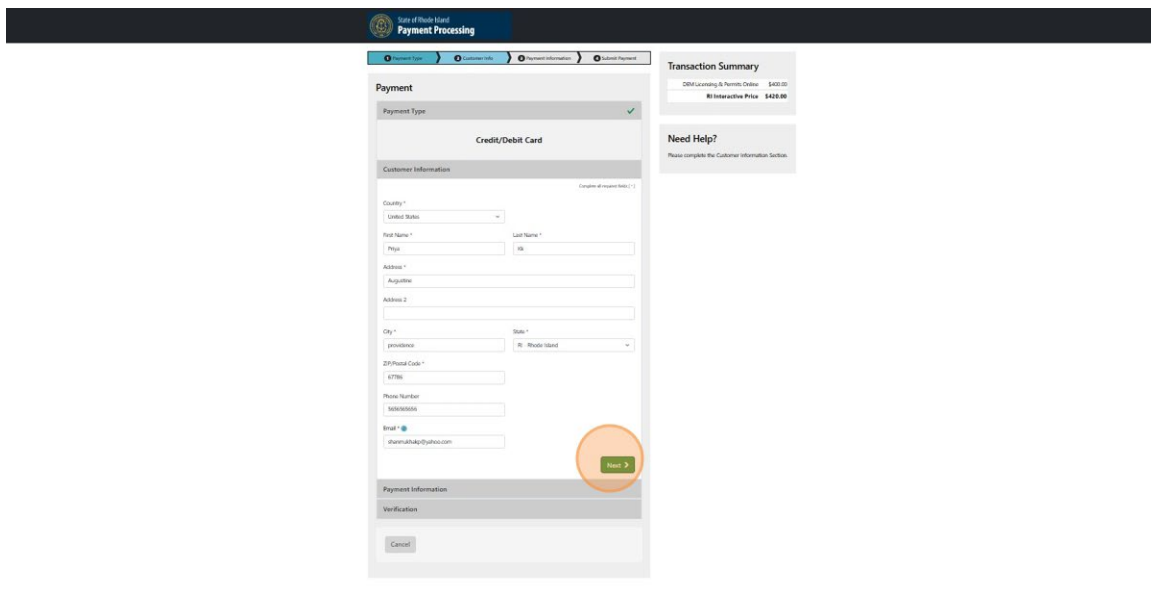
20. Next is the Fee Information Assistant Screen



21. Next is the Payment Screen. Select a Payment Mode and click Pay & Submit.



22. You will then be routed to the secure payment page's Customer Information Section.



23. Next is the Payment Information Screen

State of Rhode Island
Payment Processing

1 Payment Type 2 Customer Info 3 Payment Information 4 Submit Payment

Payment

Payment Type

Credit/Debit Card

Customer Information

Address: Priya Kk Augustine, providence, RI 07786
Country: United States
Phone Number: 5656565656
Email Address: shanmukhalp@yahoo.com

Payment Information

Credit Card Number: 4111111111111111
Credit Card Type: VISA
Expiration Month: Select a Month
Expiration Year: Select a Year
Security Code: 423
Name on Credit Card: kk
 Payment Address is the same as Customer Information

Next

Transaction Summary

DEM Licensing & Permits Online \$400.00
RI Interactive Price \$420.00

Need Help?
Please complete your payment below.

24. Lastly is the Verification Section. Click the checkbox and click Submit Payment

State of Rhode Island
Payment Processing

1 Payment Type 2 Customer Info 3 Payment Information 4 Submit Payment

Payment

Payment Type

Credit/Debit Card

Customer Information

Address: Priya Kk Augustine, providence, RI 07786
Country: United States
Phone Number: 5656565656
Email Address: shanmukhalp@yahoo.com

Payment Information

Credit Card: Visa ****1111, Exp. 05/2025
Name on Credit Card: kk

Verification

I'm not a robot

Submit Payment

Transaction Summary

DEM Licensing & Permits Online \$400.00
RI Interactive Price \$420.00

Need Help?
Review payment information. You may edit Billing and Payment Method here if needed. When complete, select Make Payment.

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25. Upon successful payment, you will see a confirmation page that you can print for your records. Once done, click Continue to proceed

State of Rhode Island
Payment Processing

Payment Receipt Confirmation

Your payment was successfully processed. Please print this receipt page for your records.

[Print](#)

Transaction Summary		Receipt Confirmation
Description		Amount
DEM Licensing & Permits Online		\$400.00
Ri Interactive Price		\$420.00

Customer Information

Customer Name	Priya KJ	Receipt Date	3/4/2025
Local Reference ID	a1Lop00000236m5EAA	Receipt Time	02:14:26 PM EST

Payment Information

Payment Type	Credit Card	Credit Card Number	*****1111
Credit Card Type	VISA	Order ID	73923026
		Name on Credit Card	kk

Account Holder Information

Billing Address	Augustine,	Phone Number	5656565656
Billing City, State	providence, RI	This receipt has been emailed to the address below:	
Billing Zip/Postal Code	07106	Email Address	shanmukhkp@yahoo.com
Country	US		

[Continue](#)

26. Next, you can click 'Back to Home' to return to the Portal Home Page.

Thank you! Your application has been submitted successfully.

You may check the status of your application by logging into your Portal at any time. Department staff will contact you if additional information or documentation is needed to complete the review of your application. Once your application is approved, you will receive an email notifying you of the update. If you paid by credit card or E-Check then you will receive a receipt.

You can track the status of new request from "My Application -> Ongoing New Applications" tab and renewal request from "My Application -> Ongoing Renewal Applications" tab.

[Back to Home](#)

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