



**RHODE ISLAND DEPARTMENT OF ENVIRONMENTAL MANAGEMENT
OFFICE OF WATER RESOURCES
235 Promenade Street, Providence, RI 02908-5767**

**Joint Permit Application
OWTS Permit and Wetland Preliminary Determination
Single Family Lots Only**

OFFICE USE ONLY	
Wetlands Application No:	_____
OWTS Application No:	_____
Date Received:	_____

Please type or print & see other side for instructions, fees & checklist.

APPLICATION INFORMATION:

Applicant's Name: _____
(see [Wetlands Rule 250-RICR-150-1.7\(A\)\(2\)](#))

Applicant's Email Address: _____
(Required to receive interim review correspondence.)

Location of Property Subject to this Application: _____
(Nearest street intersection, distance and direction from site)

OWTS Licensed Designer's Email Address: _____
(Required)

GENERAL INFORMATION (if not applicable, leave blank):

Previous Wetlands Application number for this site: _____

Previous Wetlands or OWTS enforcement action file number for this site: _____

CERTIFICATION OF DESIGN PROFESSIONAL(S) (if not applicable, leave blank):

I hereby certify that I have been authorized by the applicant to prepare documentation to be submitted in support of this Application; that such documentation is in accordance with the [Rules and Regulations Governing the Administration and Enforcement of the Freshwater Wetlands Act](#) and that such documentation is true, accurate and complete to the best of my knowledge.

Wetland Professional's Name: _____ Title: _____
(Print)

Wetland Professional's Address: _____ d/b/a: _____

Wetland Professional's Email Address: _____ Phone Number: _____
(Required)

Wetland Professional's Signature: _____ Date: _____

CERTIFICATION/AUTHORIZATION OF APPLICANT:

I hereby certify that I have requested and authorized the investigation, compilation, and submission of all the information, in whatever form, contained in this Application; that I have personally examined and am familiar with the information submitted herein; and that such information is true, accurate and complete to the best of my knowledge. I hereby authorize RIDEM personnel access to the property for purposes of observing conditions pertinent to this application and assessing compliance with any permit or determination resulting from this application, including any sampling, monitoring or surveying that may be deemed appropriate, consistent with the RIDEM Administrative Inspection Guidelines. (See DEM website - Office of Compliance and Inspection for copy). I further authorize RIDEM to make available to the public by copy or electronic means any and all plans, documents, reports, and other information submitted herewith or pertaining to this application, consistent with the Access to Public Records Act RIGL §38-2. Note any special concerns relating to access to the property or public access to submitted materials: _____

Applicant's Signature: _____ Date: _____
(See [Wetlands Rules](#) regarding Signatures)

Joint Permit Application Instructions, Fees & Submission Checklist

INSTRUCTIONS:

Use this application form to request a Joint Permit for development of a single-family lot involving a proposed onsite wastewater treatment system (OWTS) and alteration of freshwater wetlands. Note: This form may not be used for an OWTS variance or repair application, an application in CRMC jurisdiction, or a proposed significant alteration of freshwater wetlands. Submit this completed form and the OWTS Construction Permit, along with any required plans, detail sheets, and documentation in accordance with both the [OWTS](#) and [Freshwater Wetlands](#) Rules (see Submission Checklists below).

Submit the completed applications and appropriate fee to:
(Check or money order must be made payable to the Rhode Island General Treasurer)

Permit Application Center (PAC)
RI Department of Environmental Management
235 Promenade Street, Room 260
Providence, RI 02908-5767

FEES:

- Joint Permit New Application:
 - \$600.00 New Building Construction or Alteration (Wetlands \$450 plus OWTS \$150)
 - \$750.00 Same as above with A/E OWTS Technology (Wetlands \$450 plus OWTS \$300)
- Joint Permit Modification Application:
 - \$250.00 Wetlands Modification with OWTS Redesign (Wetlands \$150 plus OWTS \$100)
 - \$150.00 Wetlands Modification only (Wetlands \$150)
 - \$100.00 OWTS Redesign only (OWTS \$100)
- Joint Permit Transfer Application:
 - \$50.00 (covers both Wetlands & OWTS Transfer)

SUBMISSION CHECKLIST:

JOINT PERMIT NEW APPLICATION	JOINT PERMIT MODIFICATION APPLICATION	JOINT PERMIT TRANSFER APPLICATION
<input type="checkbox"/> 2 Joint Permit Applications (1 with original signatures & 1 copy) <input type="checkbox"/> 1 OWTS Construction Permit (multi-copy form) <input type="checkbox"/> 1 Site Work Affidavit <input type="checkbox"/> 6 Separate Sets of Plans & associated documentation (Each Set <u>must</u> be collated.) <input type="checkbox"/> 2 copies of a project scope, engineering, impact avoidance & minimization, <input type="checkbox"/> Proper Fee	<input type="checkbox"/> 2 Joint Permit Applications (1 with original signatures & 1 copy) <input type="checkbox"/> 1 OWTS Construction Permit (multi-copy form) <input type="checkbox"/> 1 Site Work Affidavit <input type="checkbox"/> 6 Sets of Plans & associated documentation (Each Set <u>must</u> be collated.) <input type="checkbox"/> 2 copies of a narrative & additional data detailing minor changes and reasons for the modifications <input type="checkbox"/> Proper Fee	<input type="checkbox"/> Joint Permit Applications (1 with original signatures & 1 copy) <input type="checkbox"/> 1 OWTS Construction Permit (multi-copy form) <input type="checkbox"/> 1 Owner's Copy of Approved Plan <input type="checkbox"/> 1 Copy of Property Deed <input type="checkbox"/> Proper Fee

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DETERMINATIONS:

- Ineligible** for Joint Permit Application review. Separate OWTS and Wetland applications are required.
 - OWTS Variance required.
 - Significant alteration of Freshwater Wetlands proposed. Refer to Freshwater Wetlands Letter dated _____.
 - Within CRMC jurisdiction.
- Administratively Unacceptable.** Make necessary corrections and resubmit.
 - Joint Permit Application Form is incomplete. Please provide _____.
 - OWTS Construction Permit must be complete and submitted.
 - Six (6) sets of **collated** plans are required.
 - Fee not included or insufficient. Submit the required balance of \$ _____.
 - Other: _____

RIDEM Official: _____ Date: _____