

## **Exhibit 2**

### **DMR Wetland Permitting Information**

*The following is a collection of information and documents explaining the primary workflow of DMR's Wetland Permitting process. These documents, along with relevant information from DMR Wetlands Permitting staff, were used to create the project requirements.*

*Note: These documents are being provided to the vendors for informational purposes only and are not meant to indicate the only documents and workflow types required for a complete system.*

**Synopsis of the Wetland Permitting Process** **Page 2-5**

*Information on the DMR Wetland Permitting responsibilities, processes, and types of permits issued.*

**Current Database Function** **Page 6-7**

*Basic overview the functionality of the current system*

**Permitting Standard Operating Procedures** **Page 8-10**

*Standard Operating Procedures for the permitting process*

**Joint Application and Notification Form** **Page 11-16**

*The current form in-use in cooperation with USACE and MDEQ*

**Field Inspection Report Form** **Page 17**

*Current form used by permitters when making site visits*

**Application Checklist** **Page 18**

*Current form used to ensure proper permit process completion*

## Synopsis of DMR Wetland Permitting Process

All wetland impacts within the three coastal counties must be authorized by the Department of Marine Resources (DMR), the Department of Environmental Quality (DEQ) and the U.S. Army Corps of Engineers (USACE). Anyone wishing to obtain this authorization must submit a completed Joint Application and Notification Form (Application) to the DMR, which acts as the facilitating agency and is responsible for forwarding the Applications to the other agencies when necessary.

It is the DMR's responsibility to review proposed activities in the coastal area to determine whether the activities are in compliance with the state's coastal zone management plan, the Mississippi Coastal Program (MCP). Several types of certifications are utilized by DMR to provide certification for approved projects. The easiest and quickest to obtain is referred to as a General Permit (GP).

### **General Permits**

- Issued by DMR on behalf of DMR, DEQ and USACE ("one-stop permitting")
- Issued within 45 days of receipt of a completed application
- Projects must comply with the April 12, 2013 guidelines [These guidelines are on our web site at <http://dmr.ms.gov/images/permitting/final-2013-msgp.pdf>]
- Can be used to authorize projects that have been deemed to be minor in nature including dredging, debris removal and construction of structures including, but not limited to:
  - Piers up to 1000 square feet (excluding access piers)
  - Bulkheads up to 1000 linear feet (1500 for commercial projects)
  - Maintenance dredging up to 2500 cubic yards
  - Creation of indented boat slips (keyhole slips are not allowed)
  - Creation of boat ramps
  - Placement of rip rap (no limit on linear footage)
  - Creation of living shorelines
- Wetland fill can not be authorized under a GP other than for creation of living shorelines or reclamation of property lost due to discrete storm events (on a case-by case basis)

All projects that do not meet GP guidelines require separate authorization from each of the three agencies (DMR, DEQ's Office of Pollution Control [they issue 401 Water Quality Certification], and USACE). DMR is required to send notice of these projects to the other two agencies plus the following:

- MS Department of Archives and History (DAH)
- DEQ's Office of Land and Water Resources
- The Secretary of State's Office
- Appropriate County and City Officials
- Adjacent Landowners

These parties are allowed a 30-day period to review and comment on the proposed projects. DEQ and DAH, along with DMR, are Coastal Program Agencies per the MCP. If they object to the issuance of an authorization by DMR, the application must be denied. During 30-day review period, the project is reviewed by DMR staff (including DMR Offices and Bureaus in addition to Permitting if applicable) and, if found to be consistent with the MCP, authorization is issued under one of the following types of certifications:

### **Certificate of Exclusion**

- Certain activities, areas, and entities are excluded from the need to secure a Permit for regulated activities (these activities and entities are listed in Chapter VIII, Section 2, Part II on pg. VIII-16 of the MCP)
- Excluded activities and entities shall comply with the MCP and applicants are to give notice of the project via the Joint Application and Notification Form since separate DEQ and USACE authorization is required
- A Certificate of Exclusion is issued to notify the applicant that the project has been determined to be consistent with the MCP and to inform them of conditions that must be followed

### **Certificate of Waiver**

- Regulated activities which have been deemed to be minor in nature
  - This determination is made by staff after an on-site inspection at the proposed project site and is dependent upon proximity to coastal wetlands, and the quality and functionality of the wetlands proposed for impact
  - Activities that qualify for a Nationwide, Regional, or General Permit or similar authorization (for example, a Letter of Permission) from the USACE may qualify for a Certificate of Waiver, but do not automatically qualify
  - Activities including but not limited to filling of coastal wetlands, impacts to tidal and/or tidally-influenced vegetated wetlands, and dredging of more than 10,000 cubic yards of material are NOT considered minor in nature and require a Permit

### **Permits**

- Regulated activities that are deemed to potentially have significant impacts to coastal wetlands
- Projects must comply with the guidelines in Chapter VIII, Section 2, Part III (begins on page VIII-22) of the MCP
- 90-day processing time (90 days is allowed by statute. Evaluation and processing may not require the full 90 days.)
  - Public notice runs for 3 consecutive weeks. If 5 negative comments or a request for a public hearing from a government entity are received, then a public hearing is required
  - Presented to the Commission on Marine Resources for their approval/denial/conditioning

### **Certificate of Consistency**

- Activities that are located within the MS Coastal Zone (Hancock, Harrison, and Jackson counties in their entirety) but not within or directly adjacent to coastal wetlands
- DMR determines whether the project is consistent with the MCP
- Forwarded as required to appropriate agencies for review and comment
- If no negative comments are received and the applicant has submitted a complete application, a consistency determination can be made at the close of the comment period; This determination is based on the Decision Factors in the MCP

- A certification of Coastal Zone Consistency is sent to the USACE and the applicant
- DMR must notify the USACE of approval or denial of consistency within 6 months of receipt of the application unless the applicant agrees to a stay of the federal time clock

When applying for authorization for projects that do not meet GP guidelines, an environmental assessment must be submitted along with the completed Application. The environmental assessment should include the following information:

1. Project Description
  - Define the project. Be specific and include dimensions. A clear description of the project will prevent delays due to necessary clarifications.
2. Purpose and Need for the Project
  - Demonstrate the need to be met by the proposed project.
  - Describe any public benefit that will be provided.
3. Description of the Affected Environment
  - Describe the existing conditions of the proposed project site, including information on topography, hydrology, soils, vegetation, and wildlife utilization.
  - Provide both the quantity and quality of all wetlands on-site, and state whether they are proposed to be impacted or avoided. This information can be obtained through a wetland delineation conducted by an environmental consultant.
  - Wetlands that are not filled but which will be left isolated by fill shall be considered as impacted wetlands due to loss of functionality.
4. Description and Comparison of Alternatives
  - Describe off-site alternatives (other locations considered for the proposed project). Include impacts associated with these locations illustrating both the quantity of impacts and the quality of the affected wetlands.
  - Describe on-site alternatives (other project designs that were considered). Again, include impacts associated with these designs.
  - Provide feasibility information for the rejected alternatives, along with the reasoning behind the choice of the proposed site/design.
  - Demonstrate that impacts to wetlands have been avoided and minimized to the maximum extent practicable.
  - Avoidance of wetlands, especially ones with high quality and functionality will decrease the significance of the project's impacts and help the authorization process go more smoothly and quickly.
5. Project Impacts
  - Describe how the proposed project would both directly and indirectly affect the biological integrity and productivity of coastal wetlands communities and ecosystems.

- Demonstrate whether the proposed activity would affect the following characteristics of coastal wetlands:
  - i. The natural supply of sediment and nutrients to the coastal wetlands;
  - ii. The natural temperature regimes that are part of the ecosystem of coastal wetlands;
  - iii. Salinity regimes;
  - iv. Sediment transport processes;
  - v. Water flow and natural circulation; and,
  - vi. The long-term biological productivity of the coastal wetlands' ecosystem.
- Explain all measures which will be taken to reduce detrimental off-site effects to coastal wetlands during and after the proposed activity. Refer to the Mississippi Department of Environmental Quality's Field Manual for Erosion and Sediment Control on Construction Sites in Mississippi for descriptions of acceptable Best Management Practices.
- Present the plan to mitigate for any unavoidable impacts. This plan should be based on the quantity, quality and function of the impacted wetlands.

#### 6. Types of Certifications

1. General Permit
2. Certificate of Exclusion
3. Certificate of Waiver
4. Permit
5. Emergency Order
6. Consistency Determination
  - a. Federal Action
  - b. Federal Permit
  - c. OCS
  - d. Federal Assistance to Local Government
 Each can be After-the-Fact, Modification, or Extension  
 (GPs are exception for extensions)

#### 7. Other File Types

1. Review
2. Violation
3. NWP Review

We would also like to capture pre-application meetings and we don't presently.

## Database Functions – Current

(Some of these don't currently work, but they should)

1. Basic Information
  - a. 35-40 fields
  - b. Some fill-in, some drop-down, some check boxes
  - c. Examples: Names, dates, addresses, GPS, other agency
  - d. Allows for multiple record types with same record number – we'd like this to assign a secondary number for each different record type. For example now we can have record number 160123 with record types of General Permit, General Permit Modification, Violation, etc. We'd like each of those record types to get a unique number (160123-a, 160123-b, etc.)
  - e. When a record is opened, the record number is automatically assigned along with an indicator of which tab (left, center, or right) the manila folder needs for easy viewing in the file cabinets. However, it also allows the record number to be manually created if needed.
2. Impacts
  - a. 20-25 fields
  - b. Some fill-in, some drop-down, some check boxes, some auto-populated from basic information page, some auto-generated depending on specific amounts entered on this page
  - c. Examples: Impact type, length, width, habitat type
  - d. Allows for multiple impact types for each record and impacts for multiple record types are tracked separately
  - e. New impact types are added directly from a menu on this page
  - f. Each impact type has its own set of parameters that are tracked; some are very similar, some are unique
3. Mitigation
  - a. Main page has 5-10 fields
  - b. Some fill-in, some drop-down, some check boxes, some auto-populated from basic information page, some auto-generated depending on specific amounts entered on this page
  - c. Examples: Record type, manager, dates, action due dates, specific impact-specific info
  - d. Allows multiple mitigation types, each with its own set of parameters, but a majority of these have the same parameters

- e. Allows for entry of info about multiple types of assessments, each with its own set of (usually very unique) parameters and each opens in its own separate tracking page
4. Chronology
    - a. 6 fields
    - b. Some fill-in, some drop-down, some auto-populated from basic information page
    - c. Tracks user
    - d. Allows edits only by assigned user or Admin-level user
  5. Fees
    - a. 8 fields
    - b. Some fill-in, some drop-down, some auto-populated from basic information page, some auto-generated depending on specific amounts entered on this page
    - c. Creates table showing all fees and the specific info entered about each
  6. Reports
    - a. Currently allows for running approximately 15 specific reports, although many of them don't currently function.
    - b. We'd prefer to have query capability to allow for flexible reporting
  7. Files
    - a. Allows for upload of files so they can be accessed and viewed directly from the database.
    - b. Includes Word docs, PDFs, Pictures mostly
  8. Contacts
    - a. Participants
      - i. 14 fields
      - ii. Some fill-in, some drop-down, some check boxes
      - iii. Basic info like names, addresses, other contact info
    - b. Employees
      - i. 9 fields
      - ii. Some fill-in, some drop-down, some check boxes
      - iii. Name, contact info, login ID, password
      - iv. Assigns level of permission
  9. Search
    - a. Separate pages for searching project records and participant records
    - b. Allows for search of most info on basic information page
    - c. Allows for use of wildcards and specific date ranges

## Permitting Standard Operating Procedures

1. Within 5 business days of receipt of application:
  - a. Review application and supporting information
  - b. Verify that file type is correct
  - c. Fill out application checklist
  - d. List any additional information needed and draft appropriate letter
  - e. Process application in accordance with applicable SOP outlined below:
  
2. General Permits:
  - a. Send to MEMA and SOS within 3 calendar days of receipt of application – SOS is allowed 7 calendar days for review and comment; MEMA gets applications for informational purposes only
  - b. Send to MDAH within 3 calendar days of receipt of application if the application is for a new boat ramp, new dredging, a new indented boat slip, or a living shoreline; they are allowed 30 days for review
  - c. Perform site visit within 20 calendar days of receipt of application
  - d. If site visit reveals need for additional information, draft appropriate letter within 2 business days of site visit
  - e. Once additional information is submitted, review and request further information/clarification within 5 business days
  - f. If all is okay at site visit and all information has been submitted, issue GP within 30 calendar days of receipt of application OR within 5 business days of receipt of necessary information; for applications that were forwarded to MDAH, issue GP within 40 calendar days of receipt of application
  
3. Waivers and Exclusions:
  - a. Mail-out to agencies/MEMA/adjacent property owners within 5 business days of receipt of application
    - i. Use appropriate cover memo for Mobile or Vicksburg District and allow 30-day review
    - ii. Comments received from agencies forwarded to applicant and other agencies within 2 business days of receipt
  - b. Perform site visit within 20 calendar days of receipt of application
  - c. If site visit reveals need for additional information, draft appropriate letter within 2 business days of site visit
  - d. Once additional information is submitted, review and request further information/clarification within 5 business days
  - e. If all is okay at site visit and all information has been submitted, issue Waiver within 5 business days of end of comment period OR within 5 business days of determination that the proposed activity is consistent with the MCP and avoidance/minimization has been maximized

\*\*Acknowledge receipt of adjacent property owner comments, answer any questions you can appropriately answer, and remember to offer a copy of the entire application if it was not sent.



4. Permits:
  - a. Mail-out to the following done within 5 business days of receipt of application:
    - i. USACE/CPAs/Other agencies
    - ii. County/City list
    - iii. Adjacent property owners
    - iv. Allow 30-day review
    - v. Comments received from agencies/adjacent property owners forwarded to applicant and other agencies within 2 business days of receipt

\*\*Acknowledge receipt of adjacent property owner comments, answer any questions you can appropriately answer, and remember to offer a copy of the entire application if it was not sent.
  - b. Perform site visit within 20 calendar days of receipt of application
  - c. Draft public notice within two business days of site visit if no additional information is needed
    - i. **Always issue public notice AS SOON as you have a clear description of the project, do not necessarily wait until site visit is complete and DO NOT WAIT ON ADDITIONAL INFO YOU'VE REQUESTED THAT WILL NOT CHANGE THE PROJECT IMPACTS.**
    - ii. Public notice should be issued such that the third publication falls on the Sunday 16 days prior to the CMR meeting (at the latest) and should be copied to Public Affairs and turned in on a Track-It request to IT for posting on the website
    - iii. Comments received from public forwarded to applicant and other agencies within 2 business days of receipt
  - d. If site visit reveals need for additional information, draft appropriate letter within 2 business days of site visit but **no later than 30 days from receipt of application**
  - e. Once additional information is submitted, review and request further information/clarification OR issue public notice within 5 business days
  - f. Review application with Bureau Director, Office Director, Legal Staff and Executive Director as appropriate to determine recommendation for Commissioners
  - g. Draft CMR write-ups (including diagrams and photos) to Willa by 3pm two Wednesdays prior to CMR meeting
  - h. Final CMR write-ups (including diagrams and photos) to Joyce by 2pm the following day (Thursday)
  - i. Draft and final power points to Willa and Joyce as appropriate based on scheduling of power point review session, but final to Joyce no later than noon on the Monday prior to CMR meeting
  - j. Following CMR meeting, finalize Permit (with appropriate conditions) for Executive Director's signature within 3 business days of CMR meeting

5. Consistencies:

- a. Mail-outs to agencies/MEMA done within 5 business days of receipt of application  
 \*\*Comments received from CPAs forwarded to applicant within 2 business days of receipt
- b. Perform site visit within 30 calendar days of receipt of application
- c. If site visit reveals need for additional information, draft appropriate letter within 2 business days of site visit
- d. Once additional information is submitted, review and request further information/clarification within 5 business days
- e. If all is okay at site visit and all information has been submitted, issue Consistency within 14 business days of end of comment period OR within 5 business days of determination that the proposed activity is consistent with the and avoidance/minimization has been maximized

\*\*For projects that must be elevated based on application review or site visit, the above guidelines should be met utilizing the date it was determined that the application must be elevated rather than the date of receipt of the application for deadline determinations. However, the Date Received should remain the same in the database and the original date the application is deemed complete determines the 180- and 90-day time limits below.

\*\*All projects where DMR is only determining Coastal Zone Consistency must have a decision within 180 calendar days of receipt of application unless the applicant authorizes a stay of the federal time clock

\*\*All projects where DMR has direct regulatory authority MUST be issued or denied within 90 days of the date the application is complete unless the applicant requests an extension (remember that the federal time clock for consistency determinations still applies for these projects as well)

\*\*\*Summary of Send-out Requirements:

General Permits	Waivers/Exclusions	Permits	Consistencies
SOS	Agencies List	Agencies List	Agencies List
MEMA	MEMA	MEMA	MEMA
MDAH*	Adjacent Property Owners	Adjacent Property Owners	
		City/County List	

\*Only for new boat ramps, new channel dredging, new indented boat slip, and living shorelines

# JOINT APPLICATION AND NOTIFICATION

U.S. ARMY CORPS OF ENGINEERS

MISSISSIPPI DEPARTMENT OF MARINE RESOURCES

MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY/OFFICE OF POLLUTION CONTROL

This form is to be used for proposed activities in waters of the United States in Mississippi and for the erection of structures on suitable sites for water dependent industry. Note that some items, as indicated, apply only to projects located in the coastal area of Hancock, Harrison and Jackson Counties.

**1. Date**

\_\_\_\_\_ month day year

**2. Applicant name, mailing address, phone number and email address:**

**Agent name, mailing address, phone number and email address:**

**3. Official use only**

COE \_\_\_\_\_  
DMR \_\_\_\_\_  
DEQ \_\_\_\_\_  
A95 \_\_\_\_\_  
DATE RECEIVED \_\_\_\_\_

**4. Project location**

Street Address \_\_\_\_\_ City/Community \_\_\_\_\_  
Name of Waterway \_\_\_\_\_ Latitude \_\_\_\_\_ Longitude (if known) \_\_\_\_\_  
Geographic location: Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ County \_\_\_\_\_

**5. Project description**

New work \_\_\_ Maintenance work \_\_\_

**Dredging**

___ Channel	length _____	width _____	existing depth _____	proposed depth _____
___ Canal	length _____	width _____	existing depth _____	proposed depth _____
___ Boat Slip	length _____	width _____	existing depth _____	proposed depth _____
___ Marina	length _____	width _____	existing depth _____	proposed depth _____
___ Other-Mooring Basin	length _____	width _____	existing depth _____	proposed depth _____

Cubic yards of material to be removed \_\_\_\_\_ Type of material \_\_\_\_\_  
Location of spoil disposal area \_\_\_\_\_  
Dimensions of spoil area \_\_\_\_\_ Method of excavation \_\_\_\_\_  
How will excavated material be contained? \_\_\_\_\_

**Construction of structures**

___ Bulkhead	Total length _____	Height above water _____	
___ Pier	length _____	width _____	height _____
___ Boat Ramp	length _____	width _____	slope _____
___ Boat House	length _____	width _____	height _____

\_\_\_ Structures on designed sites for water dependent industry (Coastal area only). Explain in item 11 or include as attachment.

\_\_\_ Other (explain) \_\_\_\_\_

**Filling**

Dimensions of fill area \_\_\_\_\_  
Cubic yards of fill \_\_\_\_\_ Type of fill \_\_\_\_\_

**Other regulated activities (i.e. Seismic exploration, burning or clearing of marsh) Explain.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**6. Additional information relating to the proposed activity**

Does project area contain any marsh vegetation? Yes \_\_\_\_\_ No \_\_\_\_\_

(If yes, explain) \_\_\_\_\_

Is any portion of the activity for which authorization is sought now complete? Yes \_\_\_\_\_ No \_\_\_\_\_

(If yes, explain) \_\_\_\_\_

Month and year activity took place \_\_\_\_\_

If project is for maintenance work on existing structures or existing channels, describe legal authorization for the existing work. Provide permit number, dates or other form(s) of authorization. \_\_\_\_\_

Has any agency denied approval for the activity described herein or for any activity that is directly related to the activity described herein?

Yes \_\_\_\_\_ No \_\_\_\_\_ (If yes, explain) \_\_\_\_\_

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**7. Project schedule**

Proposed start date \_\_\_\_\_ Proposed completion date \_\_\_\_\_

Expected completion date (or development timetable) for any projects dependent on the activity described herein. \_\_\_\_\_

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**8. Estimated cost of the project** \_\_\_\_\_

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**9. Describe the purpose of this project. Describe the relationship between this project and any secondary or future development the project is designed to support.** \_\_\_\_\_

\_\_\_\_\_

Intended use: Private \_\_\_\_\_ Commercial \_\_\_\_\_ Public \_\_\_\_\_ Other (Explain) \_\_\_\_\_

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**10. Describe the public benefits of the proposed activity and of the projects dependent on the proposed activity. Also describe the extent of public use of the proposed project.**

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**11. Narrative Project Description:**

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12. Provide the names and addresses of the adjacent property owners. Also identify the property owners on the plan view of the drawing described in Attachment "A". (Attach additional sheets if necessary.)

1.

2.

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13. List all approvals or certifications received or applied for from Federal, State and Local agencies for any structures, construction, discharges, deposits or other activities described in this application. Note that the signature in Item 14 certifies that application has been made to or that permits are not required from the following agencies. If permits are not required, place N/A in the space for Type Approval.

<u>Agency</u>	<u>Type Approval</u>	<u>Application Date</u>	<u>Approval Date</u>
Dept. of Environmental Quality			
Dept. of Marine Resources			
Army Corps of Engineers			
City/County_____			
Other_____			

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**14. Certification and signatures**

Application is hereby made for authorization to conduct the activities described herein. I agree to provide any additional information/data that may be necessary to provide reasonable assurance or evidence to show that the proposed project will comply with the applicable state water quality standards or other environmental protection standards both during construction and after the project is completed. I also agree to provide entry to the project site for inspectors from the environmental protection agencies for the purpose of making preliminary analyses of the site and monitoring permitted works. I certify that I am familiar with and responsible for the information contained in this application, and that to the best of my knowledge and belief, such information is true, complete and accurate. I further certify that I am the owner of the property where the proposed project is located or that I have a legal interest in the property and that I have full legal authority to seek this permit.

U.S.C. Section 1001 provides that: Whoever, in any manner within the jurisdiction of any department or agency of the United States knowingly and willingly falsifies, conceals, or covers up by any trick, scheme or device a material fact or makes any false, fictitious or fraudulent statements or representations or makes or uses any false writing or document knowing same to contain any false, fictitious or fraudulent statement or entry, shall be fined not more than \$10,000 or imprisoned not more than five years, or both.

**Mississippi Coastal Program (Coastal area only)**

I certify that the proposed project for which authorization is sought complies with the approved Mississippi Coastal Program and will be conducted in a manner consistent with the program.

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Signature of Applicant or Agent

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Date

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**15. Fees**

Payable to MS Dept. of Marine Resources  
\$50.00 Single-family residential application fee  
\$500.00 Commercial application fee  
Public notice fee may be required

Please include appropriate fees for all projects proposed in coastal areas of Hancock, Harrison and Jackson Counties.

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**16. If project is in Hancock, Harrison or Jackson Counties, send one completed copy of this application form and appropriate fees listed in Item 15 to:**

Department of Marine Resources  
Bureau of Wetlands Permitting  
1141 Bayview Avenue  
Biloxi, MS 39530  
(228) 374-5000

**If project IS NOT in Hancock, Harrison or Jackson Counties, send one completed copy of this application form to each agency listed below:**

District Engineer  
Mobile District  
Attn: CESAM-RD  
P.O. Box 2288  
Mobile, AL 36628-0001

District Engineer  
Vicksburg District  
Regulatory Branch  
Attn: CEMVK-OD-F  
4155 Clay Street  
Vicksburg, MS 39183-3435

Director  
Mississippi Dept. of Environmental Quality  
Office of Pollution Control  
P.O. Box 10385  
Jackson, MS 39289

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**17. In addition to the completed application form, the following attachments are required:*****Attachment "A" Drawings***

Provide a vicinity map showing the location of the proposed site along with a written description of how to reach the site from major highways or landmarks. Provide accurate drawings of the project site with proposed activities shown in detail. All drawings must be to scale or with dimensions noted on drawings and must show a plan view and cross section or elevation. Use 8 1/2 x 11" white paper or drawing sheet attached.

***Attachment "B" Authorized Agent***

If applicant desires to have an agent or consultant act in his behalf for permit coordination, a signed authorization designating said agent must be provided with the application forms. The authorized agent named may sign the application forms and the consistency statement.

***Attachment "C" Environmental Assessment (Coastal Area Only)***

Provide an appropriate report or statement assessing environmental impacts of the proposed activity and the final project dependent on it. The project's effects on the wetlands and the effects on the life dependent on them should be addressed. Also provide a complete description of any measures to be taken to reduce detrimental offsite effects to the coastal wetlands during and after the proposed activity. Alternative analysis, minimization and mitigation information may be required to complete project evaluation.

***Attachment "D" Variance or Revisions to Mississippi Coastal Program (Coastal area only)***

If the applicant is requesting a variance to the guidelines in Section 2, Part III or a revision to the Coastal Wetlands Use Plan in Section 2, Part IV of the Rules, Regulations, Guidelines and Procedures of the Mississippi Coastal Program, a request and justification must be provided.

**Attachment "A" Drawings**





# Application Checklist

File Number: \_\_\_\_\_

PM: \_\_\_\_\_

File Type: \_\_\_\_\_

Received: \_\_\_\_\_ Complete: \_\_\_\_\_

\_\_\_ 90-day time clock ends \_\_\_\_\_

\_\_\_ 180-day time clock ends \_\_\_\_\_

\_\_\_ Extension requested until: \_\_\_\_\_

\_\_\_ Stay requested until: \_\_\_\_\_

\_\_\_ Extension requested until: \_\_\_\_\_

\_\_\_ Stay requested until: \_\_\_\_\_

\_\_\_ Corps# \_\_\_\_\_

\_\_\_ DEQ# \_\_\_\_\_

\_\_\_ Application fee

\_\_\_ Agent \_\_\_\_\_

\_\_\_ Form

\_\_\_ Dredge fee required?

\_\_\_ Mail to agent?

\_\_\_ Sufficient identification of project site

\_\_\_ Public Trust Tidelands?

\_\_\_ Appropriate diagram

\_\_\_ Compliance check needed?

\_\_\_ By: \_\_\_\_\_

\_\_\_ Environmental Assessment

\_\_\_ Project description

\_\_\_ Residential

\_\_\_ Purpose & need

\_\_\_ Casino

\_\_\_ Alternatives analysis

\_\_\_ Commercial

\_\_\_ Project impacts

\_\_\_ Government

\_\_\_ Mitigation plan

\_\_\_ Marina

\_\_\_ Public notice required?

\_\_\_ Public hearing required?

\_\_\_ To Sun Herald by \_\_\_\_\_

\_\_\_ Reason: \_\_\_\_\_

\_\_\_ Comments due by \_\_\_\_\_

\_\_\_ Date: \_\_\_\_\_

\_\_\_ Fee requested \_\_\_ Fee paid

\_\_\_ Appropriate parties notified

\_\_\_ Fee requested \_\_\_ Fee paid

\_\_\_ Variance(s) to MCP Guidelines required?

\_\_\_ Current Use Plan \_\_\_\_\_

(list below)

\_\_\_ Needs Use Plan change?

\_\_\_ Officially requested

\_\_\_ Will be changed to \_\_\_\_\_

\_\_\_ Justified

\_\_\_ Change officially requested

\_\_\_ Change justified

\_\_\_ Water dependent industry?

\_\_\_ Adjacent to Coastal Preserves, wildlife refuges, mitigation banks, etc.? (list below)

\_\_\_ Notes/Special concerns/Issues/Etc.: