

**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 7.02)

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 Rule 7.02 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 Rule 7.11(D)2 - \$450 & OWTS Rule 50.2 - \$150)
  - .. \$750.00 Same as above with A/E OWTS Technology (Wetlands Rule 7.11(D)2 - \$450 & OWTS Rule 50.2 - \$300)
- .. Joint Permit Modification Application:
  - .. \$250.00 Wetlands Modification with OWTS Redesign (Wetlands Rule 7.11(E) - \$150 & OWTS Rule 50.3 - \$100)
  - .. \$150.00 Wetlands Modification only (Wetlands Rule 7.11(E) - \$150)
  - .. \$100.00 OWTS Redesign only (OWTS Rule 50.3 - \$100)
- .. Joint Permit Transfer Application:
  - .. \$50.00 (covers both Wetlands & OWTS Transfer) (Wetlands Rule 7.11(J) & OWTS Rule 50.2)

**SUBMISSION CHECKLIST:**

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

**OFFICE USE ONLY**

**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: \_\_\_\_\_