LOUISIANA NATURAL AND SCENIC RIVERS SYSTEM

PERMIT APPLICATION

Permit # _____ (Assigned by Department)

The Louisiana Department of Wildlife and Fisheries' Scenic Rivers program is authorized by LA. R.S. 56:1840 et seq. This law requires permits authorizing activities in or affecting rivers that have been designated by the Louisiana Legislature as Natural and Scenic. Information provided on this form will be used in evaluating the application for a permit. Information in this application is made a matter of public record through issuance of a public notice. Disclosure of the information requested is voluntary, however, the data requested is necessary in order to communicate with the applicant and to evaluate the permit application. If necessary information is not provided, the permit application cannot be processed nor can a permit be issued.

APPLICANT INFORMATION

Name of Applicant	Name of Agent (if applicable)
Address	Address
City, State, Zip	City, State, Zip
Phone	Phone
Email Address	Email Address

DESCRIPTION OF THE PROPOSED ACTIVITY

Brief summary of the description and purpose of the proposed activity (details to be attached as a separate document)
Is any portion of the activity complete? YES or NO (If yes, indicate month and year of completion)

LOCATION OF PROPOSED ACTIVITY

Stream Name	
Address	
City, State, Zip	
Parish	
Sec/Township/Range	
Latitude/Longitude	

ADJACENT LANDOWNERS

Names, Addresses, Phone Numbers of Adjacent Landowners

ENVIRONMENTAL ASSESSMENT

Must be a separate document. See the attached instruction sheet for completing the assessment.

CONFIRMATION OF INFORMATION ACCURACY

Application is hereby made for a Scenic River Permit to authorize the activities described herein. I certify that I am familiar with 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 possess the authority to undertake the proposed activities, or I am acting as the duly authorized agent of the applicant.

_____ Signature

_____ Date

ATTACHMENTS AND ENVIRONMENTAL ASSESSMENT

- A complete description of the proposed project (including drawings:cross-section and plan view).
- A vicinity map showing the exact location of the project on the river.
- Digital photographs of the project site from both banks of the river (if possible) and an upstream and downstream view of the project site from the project side of the river.
- A list of all other local, state and federal permits required for this project.
- An environmental assessment which includes separate evaluation of impacts on each of the following criteria:
    1. **Existing Land Use**
    2. **Wilderness Qualities**
    3. **Scenic Values**
    4. **Ecological Regimes**
    5. **Recreational Use/Opportunities**
    6. **Aesthetic Values**
    7. **Fish and Other Aquatic Life**
    8. **Wildlife**
    9. **Historical and Archaeological Resources**
    10. **Geological Resources**
    11. **Botanical Resources (Vegetation)**
    12. **Water Quality and Quantity**
    13. **Hydrologic Features**
    14. **Cultural Resources**
    15. **Economic Impact of Project**

  For each of the criteria, detail existing conditions, potential adverse impacts, if any, and mitigative measures being taken to minimize, eliminate or compensate for those impacts. Provide a statement of justification for each proposed action and a discussion of any alternative locations and/or methods that were considered. If no impacts are projected for a criterion, state that no impact is expected and give the reasons for that conclusion.
- The signed original of the enclosed legal agreement.
- A statement of the applicant's compliance history (i.e., has the applicant ever been cited for a violation of the Scenic Rivers Act?)
- A detailed listing of the steps that the applicant has taken in the development of the project to minimize and/or offset potential impacts to the river.
- Any reasonable alternatives to the proposed project.

Any documents larger than 8½" x 14" must be submitted in a Department approved digital format.

FEES AND OTHER CHARGES

The administrative fee for each application is $100.00 and must be submitted with the application. A fee of $135.00/day will be assessed for site visits and field evaluations if they are necessary. Make the check payable to the Louisiana Department of Wildlife and Fisheries.

Mail one complete application and the application fee to:

LDWF Scenic Rivers Program
2000 Quail Drive, Room 432
Baton Rouge, LA 70808
Telephone: (225) 765-2642

INSUFFICIENT OR INCOMPLETE APPLICATIONS WILL BE RETURNED TO THE APPLICANT

INFORMATION ON THE SCENIC RIVER PERMIT PROCESS

Activities that may detrimentally affect or significantly degrade the wilderness quality, aesthetic values, or the ecological integrity of a system river shall be subject to a permit. Permitted activities include, but are not limited to, crossings by roads, pipelines and utilities, discharges, mining, piers, bulkheads, commercial uses, water withdrawals and other non-conforming structures and activities.

After a complete and sufficient application is received the Department assigns a permit number and distributes copies of the application to a multi-agency review team for a full and thorough evaluation of thirty (30) days duration. The review agencies include the Department of Wildlife and Fisheries, Department of Environmental Quality, Department of Agriculture and Forestry, Department of Culture, Recreation and Tourism, the Division of Administration's Office of Planning & Budget, and the Division of Administration's Office of State Lands.

It is the responsibility of the applicant to publish a description (see public notice template) of the proposed use in selected newspapers. Following publication, the applicant shall send public notice proofs from both the state and local journals to the Coordinator, either by mail or email. The public comment period is forty-five (45) days and begins with the date of publication in the official state journal. If there is sufficient interest from the public, a public hearing may be held. The decision by the Administrator (Secretary of the Department of Wildlife and Fisheries) to grant or deny the permit will be made within thirty (30) days after the public comment period or the public hearing (if one is held). Most permits are valid for the useful life of the project, but are invalidated if the permitted activity has not begun within eighteen (18) months of permit issuance. The Administrator may grant a maximum of two extensions of six months each upon a finding that there has been no significant change in circumstances. Applicants may appeal denial of a permit to the 19th Judicial District Court.

In serious and urgent situations, the waiting periods for standard permitting procedures may be waived and an emergency permit granted by the Administrator. For these emergency procedures to be applicable, it must be clearly indicated in the application and the applicant must demonstrate that there is imminent harm to human health or the immediate environment and that those circumstances would significantly worsen during the review period required by standard permit procedures.

CHECKLIST OF APPLICANT RESPONSIBILITIES IN THE PERMIT PROCESS

____1. Submit the completed application. In addition to addressing each criteria of the environmental assessment, the application must also contain the following information:

- □ **Project description & scaled drawings**
- □ **Vicinity map of project location**
- □ **Color photos of project site**
- □ **List of other permits required**
- □ **Signed legal agreement**
- □ **Statement of compliance history**
- □ **List of steps taken to minimize impacts**
- □ **Evaluation of project alternatives**
- □ **$100 permit application fee**
- □ **$135 site visit fee (if applicable)**

____2. Publish public notices in the official state journal (1 issue) and the official parish journal (3 consecutive issues) of the parish where the project is located. Email or mail proofs of publication to the Scenic Rivers Program Coordinator.

____3. If permit is issued, the applicant must adhere to all permit conditions. The permitted activity must begin within eighteen (18) months of permit issuance.

INFORMATION ON PUBLIC NOTICES FOR SCENIC RIVER PERMITS

The forty-five (45) day public comment period begins with the publication of notice in the official state journal. It is the applicants responsibility to place public notice in one (1) issue of the official state journal (The Advocate, Phone: 225-388-0128, Fax: 225-388-0164) and three (3) consecutive issues of the official parish journal of the parish(es) in which the project is to be done. Please see the following link from the Secretary of State's Office: https://www.sos.la.gov/OurOffice/PublishedDocuments/OfficialParishJournals.pdf. Please contact Scenic Rivers staff at (225) 765-2642 should there be questions arising from the public notice process.

Once public notices have been placed, the applicant is to send proofs of publication to: Louisiana Department of Wildlife and Fisheries, Scenic Rivers Program, 2000 Quail Drive, Room 432, Baton Rouge, LA 70808. A permit cannot be issued until proofs of publication have been received.

The suggested template for the public notice (with appropriate insertions) is as follows:

PUBLIC NOTICE

Request for Scenic River Permit on **(name of Scenic River)**

The Secretary of the Louisiana Department of Wildlife and Fisheries (LDWF) as Administrator of the Louisiana Natural and Scenic Rivers System is currently considering the application of **(applicant's name)** for a permit to **(brief description of proposed activity)** on **(name of Scenic River)**. The decision to grant or deny this permit in the public interest will be based on an evaluation of the probable impacts of the proposed activity on **(name of Scenic River)**.

Copies of the application can be reviewed by the public at the LDWF main office, 2000 Quail Drive, Room 432, Baton Rouge, LA and at the District Office nearest the proposed activity. The application can also be viewed on the LDWF website at www.wlf.louisiana.gov/scenic-rivers. The public is invited to comment on this permit request for a period of forty-five (45) days. Responses should convey sound reasoning for or against the proposal and be mailed to LDWF Scenic Rivers Program, 2000 Quail Drive, Room 432, Baton Rouge, LA 70808.

JOHN BEL EDWARDS
GOVERNOR

JACK MONTOUCET
SECRETARY

PO BOX 98000 | BATON ROUGE LA | 70898

Dear Scenic River Permit Applicant:

Please review and concur on the following statement regarding the issuance of permits by the Louisiana Department of Wildlife and Fisheries. This agreement must be signed and returned before a Scenic River Permit can be issued.

> "I have been advised and do understand that by applying for and accepting a Scenic Rivers permit issued by the Louisiana Department of Wildlife and Fisheries, I am being allowed to engage in an activity which would otherwise be prohibited by law or for which a permit is required. I understand that the permit is not a license and confers no property right upon me. I specifically agree to abide by all State and Federal fish and wildlife laws and regulations, and all State and Federal laws and regulations which relate to this permit or the permitted activity, and by all other terms and conditions of this permit. I understand that the permit for which I am applying may be suspended, annulled, withdrawn or revoked and that I may be assessed civil penalties, all in accordance with the provision of the Louisiana Administrative Procedure Act, and that I may be denied future permits as a consequence of my failure to fully and completely comply with the terms and conditions of the permit, as well as other laws and regulations pertinent thereto. If served with or notified of a cease and desist order signed by the Scenic Rivers Administrator, I agree to immediately and without delay cease all activities and operations which relate to the permitted activity or which are impacting the Scenic River, until such time as the matter can be resolved in an adjudicatory hearing pursuant to the Louisiana Administrative Procedure Act. I understand and agree that any permit issued to me by the Louisiana Department of Wildlife and Fisheries is in the nature of a privilege which is being voluntarily extended to me by the Department and the failure on my part to cooperate with the Department can result in the loss of the privilege conferred and the denial of future requests for permits. By accepting this permit, I evidence my agreement to be bound by all conditions and stipulations set forth herein."

_____ _____

Authorized Signature Date

REV. 12/7/98