



INSTRUCTIONS FOR APPLICATION FOR A PERMIT TO CONSTRUCT A DAM OR LEVEE IN THE STATE OF OHIO

Requirements for obtaining a construction permit for a dam or levee are outlined in Chapter 5 of the Division of Soil and Water Resources' "Administrative Rules for Issuing Construction Permits for Dams and Levees" effective October 15, 1981.

The formal application (See Rule 1501:21-5-03) when submitted must include the following items:

Application Form	Surety Bond or Other Security
Statutory Filing Fee	3 copies of the Final Design Report
3 copies of the Detailed Cost Estimate	3 copies of the Specifications
3 copies of the Plans	

All of these items must be received and must be approved before the Chief of the Division of Soil and Water Resources can issue a permit. All correspondence should be addressed to: Chief, Division of Soil and Water Resources, Ohio Department of Natural Resources, 2045 Morse Road, Building B-1, Columbus, Ohio 43229, 614/265-6731

INSTRUCTION FOR COMPLETING THE APPLICATION FORM

All information should be typed or printed. Every item on the form should be completed. If a specific item does not apply to your proposed structure, mark it NA (not applicable). Make sure the application form is signed and dated. Any questions pertaining to completion of this form should be directed to the Division of Soil and Water Resources.

SHEET 1

Indicated the name of the structure. If it has none, write the owner's name plus dam or levee whichever pertains. Some examples might be, "Vacation Lake Dam", or John Doe Levee". This name is for identification purposes and should be used in all correspondence.

Refer to Division of Soil and Water Resources Administrative Rule 1501:21-3-01 for the definition of "Applicant". The "Applicant" should be the party (or parties) who wants the structure built. If the "Applicant" is the "Owner", this section does not need to be completed. In most instances the "Applicant" should not be the professional engineer who prepared the plans, unless he would also be the "Owner".

Make sure the form is signed and dated. If the "Owner/Applicant" is a partnership or corporation, the title of the person signature, the title of the person signing the application should be listed, such as "Joseph Jones, President".

In the appropriate space, indicates whether the structure is a dam or levee, or some combination thereof.

If the structure is a dam, give the name of the stream on which the dam will be located. An example might be, "a dam located on Duck Creek". If the structure is a levee, give the name of the stream along which the structure will be located (i.e. a levee located along Middle Branch of Turkey Run). When the structure is located on a small unnamed tributary of a larger named stream, indicate it as being on "and unnamed tributary of the (the larger named stream)". For example, "an unnamed tributary of Duck Creek".

The site location should be described by county, township, section and quarter section, or lot and quarter lot in areas where townships are not subdivided into sections (i.e. Johnson County, Perry Township, NW Quarter of Section 7, or Hoover County, Byrd Township, SE Quarter of Lot 32).

If the structure is a levee, note its length and whether the structure is along the right or left bank when facing downstream. Reference the location by miles and direction from a bridge or other landmark across or along the stream. A complete example might be, "a levee located along the left bank of Wet Run in Johnson County, Perry Township, NW Quarter of Section 7, about 3.5 miles NE of Central City, and extending for a length of 3000 feet upstream from the State Route 999 bridge crossing".

Please indicate at the bottom of Sheet 1 the documents which are accompanying this form. If any of these documents have been submitted previously, write on the appropriate line the date on which they were sent.

SHEET 2

General Information

1. Indicate the classification approved by the Chief (See Rules 1501:21-5-02 and 1501:21-13-01).
2. Indicate the type of dam or levee, such as rock fill, earth fill, zoned earth fill, concrete gravity, etc.
3. Indicate the total estimated cost as listed on the Detailed Cost Estimate.
4. Indicate the purpose(s) of the structure, such as water supply, flood control, waste retention, recreation, etc.

Additional Information

1. Provide the name and contact information for the Registered Professional Engineer who prepared the plans. Be sure to include the registration serial number(s) issued by the State Board of Registration for Professional Engineers and Surveyors.
2. Indicate any additional technical consultants working on the project, i.e., soils consultants, testing laboratories, etc.
3. Provide the name and contact information for the Registered Professional Engineer who will be responsible for inspection during construction. Be sure to include the registration serial number(s) issued by the State Board of Registration for Professional Engineers and Surveyors.
4. Provide the contractors name and contact information.
5. Note any additional permits which may be required from local, state, and/or federal authorities.