



Legend: (A) = Hyperlink —> = Progression -> = Revision > = Optional

Link A

A. Triggering Mechanisms for Hydraulic Project Approval Permitting

- Work that uses, diverts, obstructs, or changes the natural flow or bed of any fresh or salt waters of the state.
- Includes bed reconfiguration, all construction or other work waterward, under and over the ordinary high water line, including dry channels, and may include projects landward of the ordinary high water line (e.g., activities outside the ordinary high water line that will directly impact fish life and habitat, falling trees in to streams or lakes, dike construction, etc.).
- **Freshwater** examples include but are not limited to:
 - Stream bank protection;
 - Construction of bridges, piers, and docks;
 - Pile driving;
 - Channel change or realignment;
 - Conduit (pipeline) crossing;
 - Culvert installation;
 - Dredging;
 - Gravel removal;
 - Pond construction;
 - Placement of outfall structures;
 - Log, log jam, or debris removal;
 - Installation or maintenance (with equipment) of water diversions;
 - Mineral prospecting.
- **Saltwater** examples include but are not limited to:
 - Construction of bulkheads, fills, boat launches, piers, dry docks, artificial reefs, dock floats, and marinas;
 - Placement of utility lines;
 - Pile driving; and
 - Dredging.
 - Are you designing a **Fish Habitat Enhancement Project**? Refer to the [Fish Enhancement Schematic](#).
- If you wish to remove certain aquatic plants, no application is required. Follow the provisions and timing restrictions found in the [Aquatic Plants and Fish pamphlet \(WDFW\)](#).
- If you wish to conduct certain mineral prospecting activities, no application is required. Follow the provisions and timing restrictions found in the [Gold and Fish pamphlet \(WDFW\)](#).
- **Exemptions to pamphlet HPAs** may be applied for by consulting with area habitat biologist. The biologist will inform you whether and how to apply for a Supplemental Approval to the pamphlet or a Standard HPA. Contact an area habitat biologist at the appropriate [WDFW regional office](#) for the area you will be working in.
- Is this an emergency? [RCW 75.20.100-160](#) provides for emergency situations when, due to weather or stream flow, there exists an immediate threat to property or life. In such cases, immediate verbal approval can be obtained for work necessary to alleviate the emergency. A 24-hour "hotline" (360) 902-2537 is available for emergency calls during non-working hours. During normal hours, contact your nearest [Fish and Wildlife office](#).

[Back to Schematic](#)

Link B

B. HPA Streamlined Process for Fish Habitat Enhancement Project

Qualifying for the Streamlined Process for Fish Habitat Enhancement Project

To qualify for the streamlined process for fish habitat enhancement you must check at least one each from A and B:

A) Projects must accomplish one or more of the following fish habitat restoration tasks:

- Removal of human-made fish passage barriers; or
- Restoration of an eroded or unstable stream bank using bioengineering techniques; or
- Placement of woody debris or other in-stream structures that benefit naturally reproducing fish stocks.

AND

B) Projects must also be approved in one or more of the following ways:

- By WDFW, through the **Salmon Enhancement** or **Volunteer Cooperative Fish and Wildlife Enhancement Program** (provide project name, and who at WDFW approved the project).
- By the sponsor of a **watershed restoration plan** as provided in chapter 89.08RCW (provide title and date of plan, and approving or sponsoring agency)
- By the WDFW as a department-sponsored fish enhancement or restoration project;
- Through the review and approval process for **Conservation District sponsored** projects, where the project complies with design standards established by the Conservation Commission through interagency agreement with the United States Fish and Wildlife Service and the Natural Resource Conservation Service (provide approval date and name of Conservation District approving project); or
- Through a **formal grant program** established by the legislature or the Department of Fish and Wildlife for fish habitat enhancement or restoration (provide grant application date and circle status: Approved, Denied, or Pending).

Reference: WDFW - [Volunteer Opportunities: Regional Fisheries Enhancement Groups \(RFE\)](#)

Reference: WDFW - [Volunteer Cooperative Grant Program](#)

Applying for the Streamlined Process for Fish Habitat Enhancement Projects

Submit on the same day a complete [JARPA form](#) and the [cover addition](#) as an application for the streamlined process for fish habitat enhancement to the Department of Fish and Wildlife (WDFW) and all applicable Local Government planning and permitting departments. Provide the following:

- Name and number of habitat biologist at WDFW ([see contact list](#)) to whom you applied; and
- To what local government you applied.
- Apply for all other Federal and State permits needed as defined in the JARPA form.
- Fill in waters of the state will require a 404 permit from the Corps of Engineers and possibly a [401 Water Quality Certification](#) from Ecology.

The only work covered by the streamlined process must be for **fish habitat enhancement**. If only a portion of your project is for fish habitat enhancement, the full permitting process must cover the remainder of the project.

[Back to Schematic](#)

Link D

D. SEPA Compliance

Applicant needs to obtain SEPA compliance (which must be complete prior to submitting the HPA application).

Reference: [More information on the SEPA process](#)

[Back to Schematic](#)

Link E

E. JARPA

Obtain and complete a Joint Aquatic Resources Application (JARPA) form, selecting box “Washington Department of Fish and Wildlife for HPA”, and providing:

- General plans for the overall project;
- Complete plans and specifications of the proposed construction or work within the mean higher high water line in salt water or within the ordinary high water line in fresh water; and
- Complete plans and specifications for the proper protection of fish life;
- Submit completed JARPA and notice of compliance with SEPA to WDFW

Reference: [More JARPA information](#)

[Back to Schematic](#)

Link F

F. Application Completeness

If an application is incomplete, WDFW will return the application to the applicant or hold the application and request more information to make the application package complete.

[Back to Schematic](#)

Link G

G. Site Visits

In most cases, a WDFW area habitat biologist will visit the project site and try to meet with the applicant to identify needs and how the project may affect fish habitat. The biologist will work with the applicant to accomplish their project while maintaining the objective of protecting fish, shellfish and their habitat. WDFW will issue a HPA if fish life can be properly protected or issue a denial if fish life cannot be protected.

[Back to Schematic](#)

Link H

H. Project Denied

An HPA permit application may be denied if the project does not comply with WDFW's objective of protecting fish, shellfish and their habitat. Grounds for denial of HPA permits are stated in [Chapter 220.110.030\(12\) & \(13\) Hydraulic Project Approval-Procedures WAC.](#)

[Back to Schematic](#)

Link I

I. Appeal Process

An applicant or 3rd party may request an appeal if an HPA permit has been denied as outlined in Chapter 220.110.340 and 220.110.350 Hydraulic Code Rules WAC.

References: [Chapter 220-110-340 WAC](#) and [Chapter 220-110-350 WAC](#)

[Back to Schematic](#)