

**Central Valley Regional Water Quality Control Board Water (CVRWQCB)  
Section 401 Water Quality Certification Application  
Instructions and Information**

**Applications:**

Applications must be received with the following items to be considered complete. Applications missing any of the following items may be considered incomplete:

1. A deposit, as determined by the fee calculator, is required to process the application. Projects qualifying for a flat fee category must remit the flat fee with the application. The check must be made payable to the “**State Water Resources Control Board**” and mailed to the appropriate CVRWQCB office at the address listed below.

**Note:**

- (a) Application fees shall be based on the current fee schedule.
  - (b) The total fee and a copy of the fee calculator must be submitted prior to the issuance of the certification. The total fee is based on the acres of fill or amount that is to be dredged as found in Title 23 CCR Section 2200(e). To determine the fee, please use the fee calculator found at [http://www.waterboards.ca.gov/water\\_issues/programs/#wqcert](http://www.waterboards.ca.gov/water_issues/programs/#wqcert) Any checks mailed to pay any outstanding fee prior to issuance of the certification should be mailed to the appropriate CVRWQCB, and must include the project name and WDID# (if known).
  - (c) After the certification has become effective, annual fees will be based on the fee schedule at time of billing.
  - (d) If the CVRWQCB becomes the Lead Agency for the project, additional fees will be required based on staff hours for completion of a California Environmental Quality Act (CEQA) document.
2. A copy of the application and/or the §404 federal permit from the U.S. Army Corps of Engineers (USACOE) including the Regulatory Branch Number.

**Note:**

- (a) If the applicant will be using a non-reporting Nationwide permit number, verification (i.e., letter or email) from the USACOE is requested.
  - (b) All dredging projects require a permit from the USACOE.
  - (c) The applicant is responsible to complete the project within the expiration date of the USACOE permit.
3. A copy of the approved or preliminary jurisdiction determination letter issued by the USACOE.
  4. An adequate description of the project which includes a location map, starting date, and the expected project duration, and photos if available. Calculate the total area of jurisdictional waters of the United States and waters of the State that will be temporarily and permanently impacted, (in acres). State if dredging, cofferdams, or the use of cast-in-place concrete will be required. Pumping from cofferdams must meet turbidity requirements from the appropriate Basin Plan.

**Note:**

- (a) For dewatering that results in a discharge to surface waters, a dewatering permit may be required if the discharge does not exceed 0.25 mgd and the project duration is less than 4 months. Projects that require dewatering in excess of the 0.25 mgd or/longer than 4 months must obtain General Waste Discharge Requirements/NPDES Permit for Dewatering and Other Low Threat Discharges to Surface Waters.
  - (b) For dewatering that results in a discharge to land, please contact the Non-15 Permitting Unit at (916) 464-4740.
  - (c) If your project comprises one (1) acre or more of disturbed area, you must obtain coverage under the National Pollutant Discharge Elimination System General Permit for Storm Water Discharges Associated with Construction and Land Disturbance Activities. For information regarding construction storm water permit please contact:
    - Fresno Office: Debra Mahnke - (559) 445-6281;
    - Redding Office: Scott Zaitz or Dani Berchtold (530) 224-4845; or
    - Sacramento Office: Jacque Kelley (916) 464-4764
5. A copy of the application or signed agreement for Lakebed or Streambed Alteration Agreement (LSAA) from the Department of Fish and Wildlife (DFW), or correspondence from DFW stating that no LSAA is required for your project.
  6. Provide documentation of the proposed compensatory mitigation efforts required to off- set impacts to waters of the United States and waters of the State associated with the project and/or required by the USACOE.
  7. A copy of any draft or final CEQA document(s), if available, prepared for the activity. Although CEQA documentation is not required for a complete application, the certifying agency shall be provided with and have ample time to properly review a final copy of valid CEQA documentation before taking a certification action. Valid CEQA documentation includes:
    - i. Notice of Exemption (NOE) - state type, class and section numbers for exemption, and explanation of applicability to the project. Exemptions may be reviewed by our Office of Chief Counsel;
    - ii. Initial Environment Assessment with a Negative Declaration (ND) – required if the project will not impact jurisdictional waters of the United States, including wetlands, or other resources (i.e., fish, wildlife and plants);
    - iii. Mitigated Negative Declaration (MND) – required if the project impacts any jurisdictional waters of the United States and/or waters of the State, including wetlands, or other resources. The MND must state all on and off-site mitigation measures and all overseer agencies for the development of wetlands; or
    - iv. Environmental Impact Report (EIR) - required if the project impacts any jurisdictional waters of the United States and/or waters of the State, including wetlands, or other resources. The EIR must state all on and off-site mitigation measures and all overseer agencies for the development of wetlands.

**Note:**

- (a) If any Statement of Overriding Considerations, Supplemental EIR, and/or Addendum to the EIR is adopted for the project, copy(ies) must be submitted.
- (b) For more information on CEQA visit: <http://resources.ca.gov/ceqa/>
- (c) For information on NEPA visit:  
[http://ceres.ca.gov/wetlands/permitting/NEPA\\_summary.html](http://ceres.ca.gov/wetlands/permitting/NEPA_summary.html)

**Submission of Applications:**

Effective 13 October 2014, application and attachments, and submission of material for the development of the water quality certification must be submitted electronically. The requirements for electronic submission are:

- 1. The application and its attachments is one single, searchable Portable Document Format (PDF).
- 2. Documents less than 50 MB should be emailed to the appropriate CVRWQCB:
  - Fresno: [centralvalleyfresno@waterboards.ca.gov](mailto:centralvalleyfresno@waterboards.ca.gov)
  - Redding: [centralvalleyredding@waterboards.ca.gov](mailto:centralvalleyredding@waterboards.ca.gov)
  - Sacramento: [centralvalleysacramento@waterboards.ca.gov](mailto:centralvalleysacramento@waterboards.ca.gov)
- 3. The subject line of the email must include "401 Water Quality Certification Unit".
- 4. Documents 50 MB or larger should be transferred to a disk and mailed to the appropriate CVRWQCB address below.

**Central Valley Regional Water Quality Control Board Contacts:**

For further assistance, please contact the appropriate office for the project.

**Fresno**

1685 E Street  
Fresno, CA 93706

Matt Scroggins, Senior Engineer  
(559) 445-6042  
[matt.scroggins@waterboards.ca.gov](mailto:matt.scroggins@waterboards.ca.gov)

Debra Mahnke, Water Resource Control  
Engineer  
(559) 445-6281  
[debra.mahnke@waterboards.ca.gov](mailto:debra.mahnke@waterboards.ca.gov)

**Counties:**

Fresno, Kings, Kern, Madera, Mariposa,  
Merced, Tulare, and eastern portion of San  
Benito

**Sacramento**

11020 Sun Center Drive # 200  
Rancho Cordova, California 95670

Elizabeth Lee, Senior Engineer  
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Engineer  
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Philip Giovannini, Environmental Scientist  
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**Counties**

Alameda, Alpine, Amador, Calaveras, Colusa,  
Contra Costa, El Dorado, Lake, Napa,  
Nevada, Placer, Sacramento, San Joaquin,  
Solano, Stanislaus, Sutter, Tuolumne, Yolo,  
and Yuba

**Redding Office**

364 Knollcrest Drive, Suite 364  
Redding, California 96002

George Day, Senior Engineer  
(530) 224-4859  
[george.day@waterboards.ca.gov](mailto:george.day@waterboards.ca.gov)

Scott Zaitz, Environmental Scientist  
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[scott.zaitz@waterboards.ca.gov](mailto:scott.zaitz@waterboards.ca.gov)

Dani Berchtold, Sanitary Engineering Associate  
(530) 224-4783  
[dannas.berchtold@waterboards.ca.gov](mailto:dannas.berchtold@waterboards.ca.gov)

Dan Warner, Water Resource Control Engineer  
(530) 224-4848  
[daniel.warner@waterboards.ca.gov](mailto:daniel.warner@waterboards.ca.gov)

**Counties:**

Butte, Glenn, Plumas, Shasta, Tehama, and portions of  
Lassen and Modoc

Additional information may be obtained from the State Water Resource Control Board Clean Water Act  
Section 401 – Certification and Wetlands Program at:  
[http://www.waterboards.ca.gov/water\\_issues/programs/cwa401/index.shtml](http://www.waterboards.ca.gov/water_issues/programs/cwa401/index.shtml)