Please send all application materials to apasubmissions@apa.ny.gov.

ADIRONDACK PARK AGENCY **Division of Regulatory Programs** PO Box 99, 1133 NYS Route 86 Ray Brook, New York 12977 Telephone (518) 891- 4050 www.apa.ny.gov	NEW YORK STATE OF OPPORTUNITY. Adirondack Park Agency	**APPLICATION FOR EXCAVATED POND** **Supplemental Information Request**

Applicability: This Supplemental Information Request, together with a General Information Request, is the application for an Adirondack Park Agency permit for construction of an excavated pond occurring in or impacting wetlands or a watershed management project subject to Agency permit jurisdiction. This application only applies to construction of low hazard ponds, where the failure of the dam or outlet structure will not result in loss of life, damage to homes, commercial or industrial building, main highways or railroads, or interruption of the use of service of public utilities.

Instructions: Please answer all of the applicable questions in each numbered section and provide all required attachments. Type or print clearly in ink. **Submit three completed copies of the General Information Request, this Supplemental Information Request, and all required attachments to the Agency at the above address.** A site visit by Agency staff will also be required. The Adirondack Park Agency Act provides that the time period for review of the proposed project will not begin until the Agency determines that the application is complete. The proposed project may not be undertaken until a permit has been issued by the Agency.

Assistance: For assistance in completing this application or to request a pre-application meeting, please contact the Agency's Regulatory Programs division at the above address/telephone number and/or refer to the Agency's website.

1. **Project Sponsor and Authorized Representative:**

   (as shown on the General Information Request)

   Project Sponsor: _____

   Authorized Representative: _____

2. **Additional Technical Advisor or Consultant:**

   Name: _____

   Contact Person: _____

   Mailing Address: _____

   Telephone (daytime): _____

   FAX/E-mail: _____

3. Detailed Project Description

a) Provide a detailed written description of what the proposed pond will be used for (i.e., swimming, wetland creation, fish rearing, waterfowl habitat, livestock watering, fire protection, etc.):

b) Taking into consideration the proposed use of the pond, provide details on the size (in acre-feet), maximum and mean depth, and total volume of the pond:

c) Will the water source for the pond be from a stream or river?
No ____
Yes ___

If Yes, describe how the water will be diverted to the pond and what percentage of the base flow will be diverted. Provide the basis for how this percentage was calculated (i.e., stream flow data from US Geological Survey (USGS), NYS Department of Environmental Conservation (NYSDEC), US Army Corp of Engineers, or County Soil and Water Conservation District). Explain how the diversion flow will be monitored and regulated. During low flow periods, provide the minimum flow in cubic feet per second required to be maintained downstream of the inlet structure:

If No, meaning the water source is other than from a stream or river (i.e., ground water source such as a dug or drilled well), provide details on type, quantity, location, and how water will be diverted to the pond:

d) Provide a description of how water levels are to be maintained in the pond. If soils are to be utilized, the soils must be impervious enough to prevent excessive water seepage losses. Provide a description of the soils in the area to be excavated to determine whether the soil characteristics are suitable to retain water. The soil test pit should be to the depth equal to the proposed bottom of the pond. If permeable soils or bedrock are encountered, describe alternatives to the current proposal, such as the use of a pond liner or bentonite soil modifications.

e) Proposed Landscape Development

Will the project involve landscape development (e.g., planting of trees and shrubs for screening, aesthetics or erosion control or establishment of turf areas)?
No ____
Yes ___

If Yes, provide a Planting Plan as follows:

1) Provide and label on the Site Plan Map or on a separate plan the location of all proposed planting. Provide a keyed list that provides the species and common names, sizes, and whether the plants are nursery-grown or field-collected. (Note: The planting plan should only include native species or ornamental plants commonly found in the vicinity of the project site).

2) Provide specification, typical planting details, and seed mixes for temporary and permanent grassed areas.

3) Provide a plan for maintenance and care of all plantings during the initial period of establishment and during the post-construction warranty period.

f) Describe the location and proposed use of all on-site and off-site construction staging areas for equipment and materials storage for the project. Include how the staging areas will be restored after construction completion:

g) Describe all provisions to prevent importing invasive species to the site during construction, including details for equipment sanitization. Explain how invasive species will be eliminated from the construction site if already present:

h) Describe the type, estimated quantities, methods of disposal and on-site and off-site disposal locations of all waste materials generated from the project:

If any portion of the excavated material will be placed around the pond perimeter it must be distributed so its weight will not endanger the stability of pond side slopes and will not erode back into the pond by rainfall. Provide details on the amount of excavated fill material which will be deposited around the pond perimeter and describe how it will be stabilized:

4. Property Boundary Map:

Attach a Property Boundary Map which may be either a labeled and scaled copy of a survey map, deed plot or current real property tax map clearly showing the property boundaries and labeled with the tax map number(s).

5. Site Plan Map and Pond Details:

The Site Plan Map is the best way to show what you propose to do on the project site.

Attach a Site Plan Map scaled at 1" = 50' (one inch equals fifty feet) for the project site, which is clearly labeled with the map scale, north arrow, date of preparation and name of preparer. Show and label all of the following within the proposed project limits for each area of proposed construction:

a) Existing Conditions:

1) waterbodies, including ponds, rivers and permanent and intermittent streams;
2) wetlands (to be delineated by Agency staff or by trained professionals with review by Agency staff);
3) floodplain boundaries and elevation of the 100-year floodplain;
4) topographic contours at 2 foot intervals;
5) natural swales and drainage features;
6) any special plant or animal habitats contained on the NYSDEC Natural Heritage database;
7) existing or abandoned agricultural fields;
8) private roadways and driveways (label size and materials);
9) property lines, lot lines and easement lines; and
10) location of existing single family dwelling(s), on-site wastewater treatment system(s), and private well(s).

b) Proposed Pond Construction:

1) size, shape and location of pond;
2) water source and, if necessary, diversion structure locations;
3) location of inlet and outlet control structures (e.g., channels, spillways, weirs, culverts, etc.);
4) culverts, headwalls, ditches, settling basins and other stormwater management facilities (label size and materials);
5) waste disposal area(s);
6) limits of wetland disturbance; and
7) wetland mitigation areas. (See the Agency's Compensatory Wetland Mitigation Guidelines- available upon request or from the Agency's website)

c) Pond Details:

1) cross-sections showing proposed bottom contours;
2) typical cross sections of the dam, spillway and overflow channel;
3) if an inlet and/or outlet channel is proposed, provide details on how the channel(s) will be excavated and stabilized;
4) provide details on spillway capacity and construction details (i.e., spillway cross-sections). Is an auxiliary spillway required? Provide design calculations which show, at a minimum, that the spillway and auxiliary spillway are designed for a 10 year/24 hour storm event;
5) if a spillway is not required, will an outlet conduit be required to allow excess water to drain from the pond or to provide a continuous minimum downstream flow?
   No ____
   Yes ___
   If Yes, provide details on how the conduit was sized to prevent overtopping of the pond;
6) provide a plan view and cross-sectional view showing proposed shoreline side slope (side slopes must not be steeper than one horizontal to one vertical) and depth;
7) provide details on stabilization of side slopes once the pond is constructed;
8) will a drain conduit be required to lower or drain the pond in order to make repairs to the spillway or outlet conduit? If so, provide details, including size of drain conduit and proposed location; and
9) if necessary, provide pond liner details.

6. Wetland Impacts:

a) Will the project result in the temporary or permanent loss of any wetland acreage by excavation, filling or draining?
No ____
Yes ___ Amount of wetland to be lost: _____ square feet.

If Yes, explain why there is no practicable alternative to avoid working in the wetlands and how impacts to wetlands have been avoided and minimized to the greatest extent possible:

b) Depending on the extent and classification of the wetlands impacted, you may be required to provide a Wetland Mitigation Plan as part of this Supplemental Information Request. The Agency's Compensatory Wetland Mitigation Guidelines are available upon request or from the Agency's website.

7. Proposed Construction Dates:

a) Estimated Start of Construction Date:

b) Estimated Construction Completion Date: