
WW26 - Combined Licenses/Permits for Waterways and Water Quality Certification Application

MassDEP Bureau of Water Resources, Waterways & Wetlands







EEA ePlace Portal

Overview

- ❑ This presentation is to assist in completing a new **WW26 - Combined Licenses/Permits for Waterways and Water Quality Certification Application**
- ❑ The WW26 application is a combined process for Waterways & Water Quality Certifications, including Water-Dependent Chapter 91 Waterways License/Permit and/or 401 Dredging, Fill/Excavation Water Quality Certification.
- ❑ This presentation will take you screen by screen through the EEA ePLACE online permitting application process



General Navigation

- ☐ Always Click  to move to the next page
- ☐ Any field with a red asterisk (*) is required before you can move off the page
- ☐ Click  to save your work and resume at a later time
- ☐ Click on the tool tips where applicable to get more details 
- ☐ Click on Instructions tab  for more information on application process
- ☐ We strongly suggest using Microsoft EDGE as a preferred browser



How to Apply

First time users:

- ❑ Click or type this address on your browser:
[Mass.gov Licensing and Permitting Portal](https://www.mass.gov/Licensing-and-Permitting-Portal)
- ❑ Follow the prompts to create a new user account
- ❑ Log into your account in EEA ePlace using your username/password

The screenshot shows the EEA ePLACE Portal homepage. At the top, there is a navigation bar with links: [Mass.gov](#), [State Offices & Courts](#), [State A-Z Topics](#), [State Forms](#), and [Accessibility FAQs](#). Below this is the state seal and the text "An Official website of the Commonwealth of Massachusetts". The main heading is "EEA ePLACE Portal".

On the right side, there are links: [Announcements](#), [Accessibility Support](#), [Register for an Account](#), [Reports \(2\)](#), and [Login](#). A green arrow points from the "Register for an Account" link to the instruction "Follow the prompts to create a new user account".

Below the navigation bar, there is a "Need Help?" section with contact information for the ePLACE Help Desk Team. A green arrow points from the "Need Help?" text to the instruction "Click or type this address on your browser: Mass.gov Licensing and Permitting Portal".

There is a "Contact:" section with links to "Energy and Environmental Affairs, MASSDEP", "Energy and Environmental Affairs, MDAR", and "Energy and Environmental Affairs, DCR".

Below that, there is a "For DPL, DCAMP and ABCC permits or licenses, please [click here](#)." link.

There is a "Convenience Fee:" section with a note about fees for online credit card transactions.

Below the "Convenience Fee" section, there is a "Home" button.

The main content area has a "Welcome to the Commonwealth of Massachusetts ePLACE Portal" section with a brief description of the portal's purpose. A green arrow points from the "Log into your account in EEA ePlace using your username/password" instruction to the "Login" button.

There is a "Login" section on the right with fields for "User Name or E-mail:" and "Password:", a "Login »" button, and a "Remember me on this computer" checkbox. Below the login section, there are links for "I've forgotten my password" and "New Users: Register for an Account".

There is an "Options for Licensees and Applicants:" section with links for "Apply for, Renew, or Amend a License, Permit, Certificate, Notification or Registration" and "Make Payments Online".

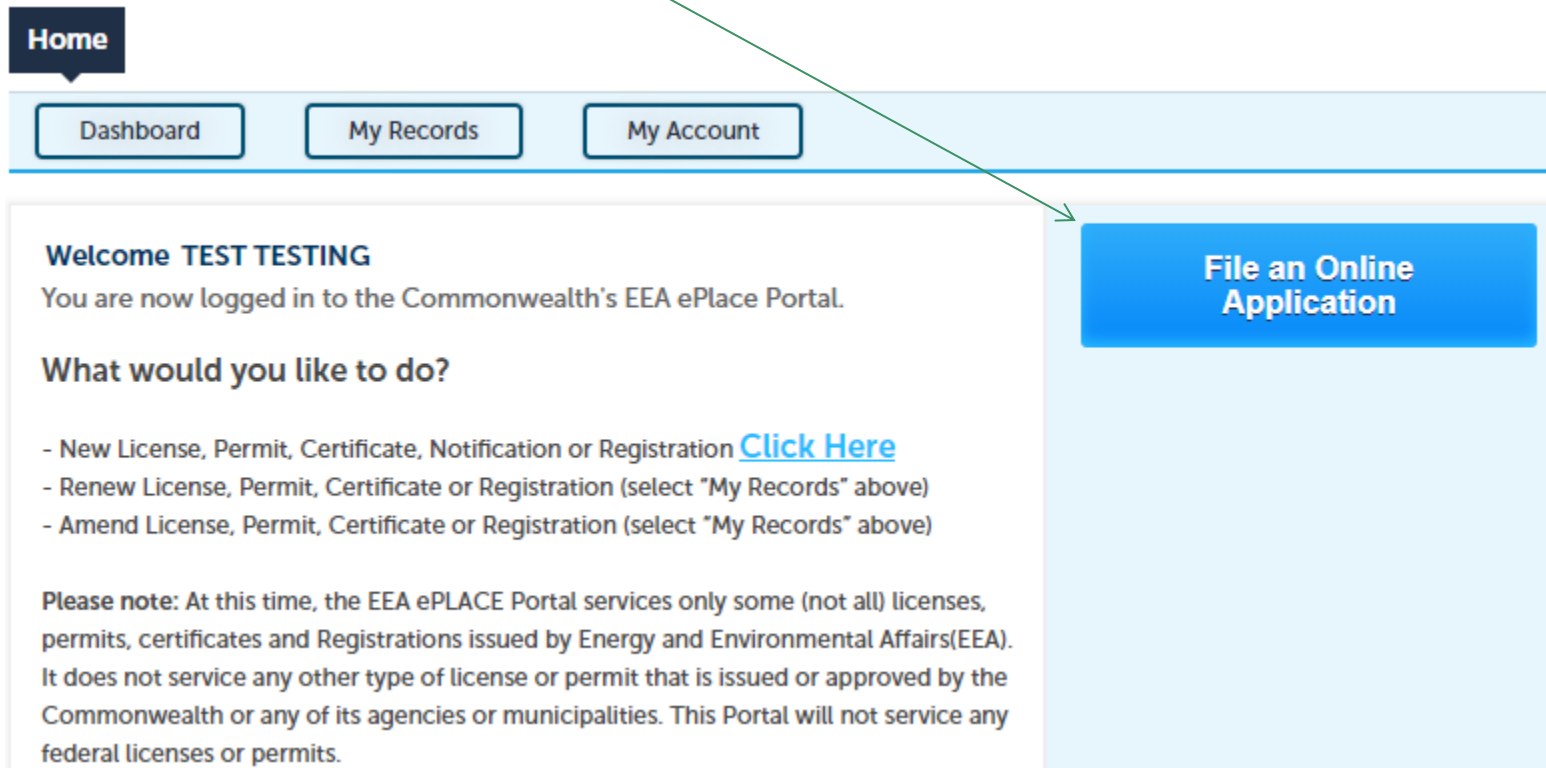
There is an "ePLACE Portal Account Registration:" section with a brief description of the registration process and a link for "Apply for a License, Permit, Certificate, Notification or Registration".



EEA ePlace Portal

File an Online Application

❑ Click here to start



Home

Dashboard My Records My Account

Welcome TEST TESTING
You are now logged in to the Commonwealth's EEA ePlace Portal.

What would you like to do?

- New License, Permit, Certificate, Notification or Registration [Click Here](#)
- Renew License, Permit, Certificate or Registration (select "My Records" above)
- Amend License, Permit, Certificate or Registration (select "My Records" above)

Please note: At this time, the EEA ePLACE Portal services only some (not all) licenses, permits, certificates and Registrations issued by Energy and Environmental Affairs (EEA). It does not service any other type of license or permit that is issued or approved by the Commonwealth or any of its agencies or municipalities. This Portal will not service any federal licenses or permits.

File an Online Application

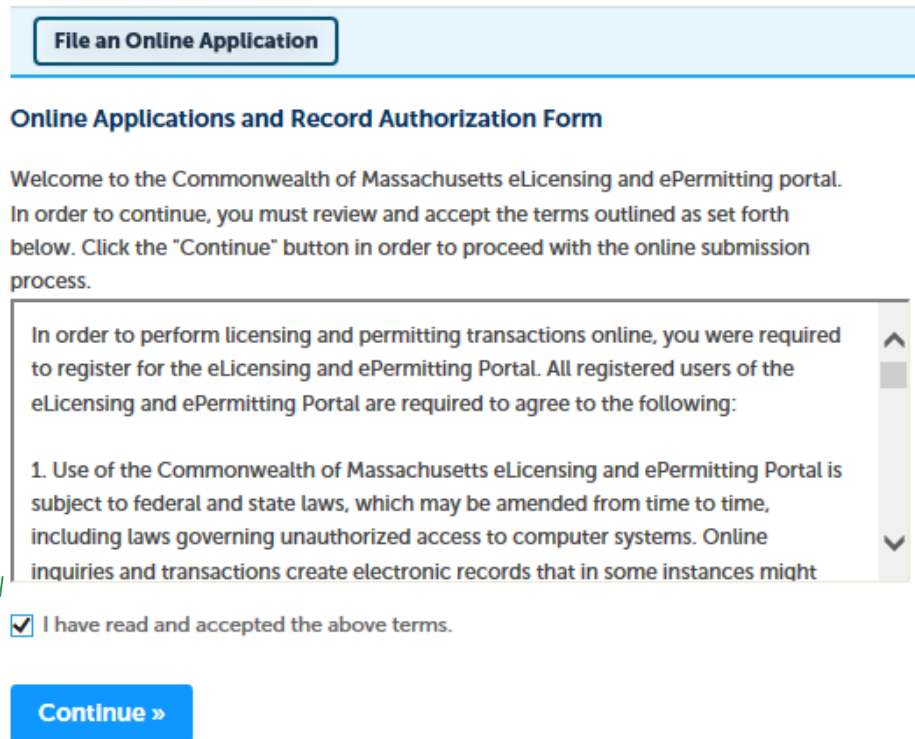


EEA ePlace Portal

File an Online Application

☐ Read and accept the Terms and Conditions

☐ Click the checkbox and click “Continue”



File an Online Application

Online Applications and Record Authorization Form

Welcome to the Commonwealth of Massachusetts eLicensing and ePermitting portal. In order to continue, you must review and accept the terms outlined as set forth below. Click the "Continue" button in order to proceed with the online submission process.

In order to perform licensing and permitting transactions online, you were required to register for the eLicensing and ePermitting Portal. All registered users of the eLicensing and ePermitting Portal are required to agree to the following:

1. Use of the Commonwealth of Massachusetts eLicensing and ePermitting Portal is subject to federal and state laws, which may be amended from time to time, including laws governing unauthorized access to computer systems. Online inquiries and transactions create electronic records that in some instances might

☒ I have read and accepted the above terms.

Continue »




Apply for a WW27 Amendment

- ❑ Click on “Apply for a DEP Authorization-Waterways Chapter 91 (WW) (OR) Apply for a DEP Authorization - 401 Water Quality Certification (WW) to expand the list of applications

- ❑ You can also search for the application on the search bar field

For easier and quicker way to find your application from the list below, Use Search Bar. Type in the name of your application or a keyword in the search field and click search for results.



- ▶ Apply for a DCR Authorization - Construction and Vehicle Access Permits
- ▶ Apply for a DCR Authorization - Special Use Permits
- ▶ Apply for a DEP Authorization - Air Quality (AQ)
- ▶ Apply for a DEP Authorization - Drinking Water (DW)
- ▶ Apply for a DEP Authorization - Hazardous Waste (HW)
- ▶ Apply for a DEP Authorization - NPDES (WM)
- ▶ Apply for a DEP Authorization - Laboratory Certification Program (LES)
- ▶ Apply for a DEP Authorization - Solid Waste (SW)
- ▶ Apply for a DEP Authorization - Toxic Use Reduction (TUR)
- ▶ Apply for a DEP Authorization - Watershed Management (WM)
- ▶ Apply for a DEP Authorization - Water Pollution Residuals (WP)
- ▶ Apply for a DEP Authorization - Water Pollution Wastewater (WP)
- ▶ Apply for a DEP Authorization - Waterways Chapter 91 (WW)
- ▶ Apply for a DEP Authorization - 401 Water Quality Certification (WW)
- ▶ Apply for a MDAR Authorization
- ▶ Apply for an EEA General Request
- ▶ Link Your Account - For MassDEP Only



Apply for a WW27 Amendment

- ☐ Select “**WW26 - Combined Licenses/Permits for Waterways and Water Quality Certification Application**” in one of the section and click continue at the bottom of the page to start your application

- ▶ Apply for a DEP Authorization - Water Pollution Wastewater (WP)
- ▼ Apply for a DEP Authorization - Waterways Chapter 91 (WW)
 - ☐ WWAR - Chapter 91 Administrative Request(s) Application
 - ☐ Waterways Pre-Application for WW06 and WW24
 - ☐ WW01 - Water-Dependent License/Permit Application
 - ☐ WW04 - Determination of Applicability Application
 - ☐ WW05 - Certificate of Compliance
 - ☐ WW06 - Simplified License Application
 - ☐ WW14 - Nonwater-Dependent License/Permit Application
 - ☐ WW16 - Nonwater-Dependent License/Permit in a MHP Area Application
 - ☐ WW17 - Nonwater-Dependent License/Permit Joint MEPA/EIR Application
 - ☐ WW24 - General License Certification Application
 - ☐ ~~WW25 - Test Project Permit Application~~
 - ☐ WW26 - Combined Licenses/Permits for Waterways and Water Quality Certification Application
 - ☒ WW27 - Combined Licenses/Permits for Waterways and Water Quality Certification Amendment
- ▼ Apply for a DEP Authorization - 401 Water Quality Certification (WW)
 - ☐ WW07 - 401 Major Dredging (5000 cubic yards or greater) Project Application
 - ☐ WW08 - 401 Minor Dredging (less than 5000 cubic yards) Project Application
 - ☐ WW10 - 401 Major Fill and Excavation Project Application
 - ☐ WW11 - 401 Minor Fill and Excavation Project Application
 - ☐ ~~WW12 - Renovation of Abandoned Cranberry Bogs Application~~
 - ☐ WW26 - Combined Licenses/Permits for Waterways and Water Quality Certification Application
 - ☐ WW27 - Combined Licenses/Permits for Waterways and Water Quality Certification Amendment
- ▶ Apply for a MDAR Authorization
- ▶ Apply for an EEA General Request
- ▶ Link Your Account - For MassDEP Only

Continue »



Step 1: Pre-Consultation Information

- ❑ To submit a Dredging or Fill/Excavation Project in the Combined Application, pre-consultation with the MassDEP Agency is mandatory

- ❑ Please provide the pre-consultation information in this section

- ❑ Click “Continue Application” to proceed

WW26 - Combined Licenses/Permits for Waterways and Water Quality Certification Application

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Step 1: Pre-Consultation Info > Page 1 of 2

Instructions

* indicates a required field.

Pre-Consultation Information

If you have not consulted with the MassDEP-401 WQC Program regarding this application, please click on the “Instructions” button above for more information on whom to contact.

* Have you consulted with MassDEP about the combined application process?:
☐ Yes ☐ No

Continue Application »

Save and resume later



Step 1: Pre-Consultation Information

- ❑ Select the applications that should be a part of this Combined application
- ❑ Please note to submit this application if you are applying for more than one component
- ❑ Click “Continue Application” to proceed

WW26 - Combined Licenses/Permits for Waterways and Water Quality Certification Application

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Step 1: Pre-Consultation Info > Page 2 of 2

Instructions

* indicates a required field.

Application Information

Please select the Chapter 91 Water-Dependent Application:

--Select--

--Select--
WW01 - Chapter 91 Water Dependent - Other
WW01 - Chapter 91 Water Dependent - Residential with <= 4 units

Please select the 401 Water Quality Certification for Dredging Application (if applicable):

--Select--

--Select--
WW07 - 401 Major Dredging - Major >= 5000 cubic yards
WW08 - 401 Minor Dredging - Minor < 5000 cubic yards and >=100 cubic yards

Please select the 401 Water Quality Certification for Fill/Excavation Application (if applicable):

--Select--

--Select--
WW10 - 401 Major Fill and Excavation - Major >= 5000 square feet
WW11 - 401 Minor Fill and Excavation - Minor < 5000 square feet

Continue Application »

Save and resume later



Step 2: Location and Contact Info

- ❑ Please read instructions on how to enter information on your **Primary Project Location**

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Step 2: Location and Contact Info > Page 1 of 2

Instructions

* indicates a required field.

Primary Project Location

If the project site does not have a traditional physical address, please enter Street Number as "0" Street Name as "N/A", enter the latitude and longitude coordinates, and complete "Brief Description of Project Location" in the Project Information Section.

To find the latitude and longitude information, type in your address or locate the project site on Search Google Maps - Right click on your location pin. The format should be in decimal degrees (i.e., Latitude XX.XXXXXX Longitude -XX.XXXXXX).

"City" field must list the name of one of the 351 municipalities in the Commonwealth - please do not list a neighborhood or village name in this field or elsewhere in this application form.

* ?

Name of the Waterbody: ?

*Street # ? *Street Name: ? Street Name 2 ?

*City: ? *State: ? MA ? *Zip: ?

Latitude* ? Longitude* ?

Clear



Step 2: Location and Contact Info

- ❑ Enter the 'Other Primary Location Info' and 'Project Location Info'
- ❑ If the project occurs in other municipalities, then please list all the additional project sites in the table
- ❑ Click on "Add a Row" to List all components of the table and enter the information and click Submit
- ❑ Click "Continue Application" to proceed

Other Primary Location Info

*Parcel ID:

*Municipality :
--Select--

Project Location Info

*Will the project occur in multiple municipalities?:
☐ Yes ☐ No

Additional Project Sites

Additional Project Sites

Showing 0-0 of 0

Municipality	Description
No records found.	

[Add a Row](#) [Edit Selected](#) [Delete Selected](#)

[Continue Application »](#)

*Municipality:
--Select--

*Additional Project Location Description:

[Submit](#) [Cancel](#)



Step 2 : Location and Contact Info

- ❑ **Permittee:** Read instructions to enter “Permittee” then Click “Add New” or “Look up”
- ❑ **Application Contacts:** If there are additional contacts – Permittee(s), Property Owner(s) or other; Please read instructions and click on “Add New” or “Look up” and follow the prompts
- ❑ Select corresponding “Contact Type” and follow the prompts to enter additional information. Repeat for each contact type that is needed for the application



EEA ePlace Portal

Step 2: Location and Contact Info > Page 2 of 2

* indicates a required field.

Permittee

"Permittee" is the individual, or individual authorized by a company/organization (previously referred to as "Applicant") submitting the application and the authorization will be issued in their name.

If you are a consultant, engineer, attorney, or other representative who is preparing the application on behalf of the Permittee you are an "Application Contact". Do not enter your name or contact information in the fields for the Permittee.

If you are the Permittee:

Click on "Add New" button and select the checkbox on the top "Use Login Information" and click "Continue". (Please note: if you are just filing this Application on your behalf, please disregard the language below!)

If you are a consultant or other representative submitting the application on behalf of a Permittee:

- If the Permittee has an EEA ePLACE account and they will be contributing to the Application process, click "Look Up" button, search and select the appropriate Permittee.
- If the Permittee does not have an EEA ePLACE account and will not be contributing to the Application process, click "Add New" button and enter the Permittee information on their behalf.
- If there are multiple Permittees, please enter information for one primary Permittee here and any additional Permittees in the "Application Contact" section.

An application will not be processed without valid contact information for the Permittee that includes their mailing address and phone number or email address.

Add New Look Up

Application Contacts

The name and contact information for any additional Permittee and all Property Owners are required to be entered in this section. Every contact must be entered individually; do not enter 2 names in 1 contact field.

An "Application Contact" is an individual or organization who is a party to the application (in addition to the Permittee), or who is contributing to the application. For example, a Property Owner, Additional Permittee, a consultant, an authorized representative etc.,

If the Permittee is the Property Owner, do not also list them as a Property Owner.

If there are any additional Permittees who should be listed on the authorization, each one is required to be listed.

If there are any Property Owners other than the Permittee, each one is required to be listed. Enter one as Property Owner and all others as Additional Property Owner (if you enter more than 1 contact type as Property Owner the system will send an error message).

- If the Contact has an EEA ePLACE account and they will be contributing to the Application process, click "Look Up" button, search and select the appropriate Contact.
- If the Contact does not have an EEA ePLACE account and/or will not be contributing to the Application process, click "Add New" button and enter their Contact information.

Note – If a Contact who will be submitting information in the online Application process has not yet created an account, click on "save and resume later" button, advise the Contact to create an account in the EEA ePLACE Portal, and then resume the application and "Look Up" that person.

Add New Look Up

Showing 0-0 of 0

Contact Type	Name	Organization Name	Contact Person
No records found.			

Continue Application »

Select Contact Type

* Contact Type: ①

--Select--
--Select--
Additional Permittee
Additional Property Owner
Application Prepared By
Permittee Company
Property Owner

Continue

Step 3: Chapter 91 Information

❑ To enter the list of Abutters, click on “Add a Row” and enter the information and click Submit

❑ Enter the information in the Additional Contacts Info Section

❑ Click “Continue Application” to proceed



EEA ePlace Portal

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Step 3: Chapter 91 Information > Page 1 of 3

Please note: Now you are starting the Chapter 91 Water Dependent application process. Please enter all the application information accordingly.

* indicates a required field.

List of Abutters

List Of Abutters

List the name and mailing address of each abutter.

Common example: facing the water, there are two abutting properties, left and right of the project, but not behind.

Common example for larger dredge projects: all land owners within 50 feet across a water body from the dredge and/or nourishment area (*note that if any dredging, staging, beach nourishment area will be located on a property that is not an abutter, it is a Property Owner, and needs to be entered as a Contact). If there are more than 10 abutters you may enter "see attached abutter list" in this field and upload a document that lists all abutters and the abutting property addresses.

Pursuant to the Waterways Regulations, abutter means the owner of land which shares, along the water's edge, a common boundary or corner with a project site, as well as the owner of land which lies within 50 feet across a water body from such site. Ownership shall be determined according to the records of the local tax assessor's office.

Showing 0-0 of 0

Full Legal Name
No records found.
Add a Row Edit Selected Delete Selected

* Full Legal Name:

* Abutting Property Address:

[Submit](#)

[Cancel](#)

Additional Contacts Info

* Please provide the Name of the Permittee(s) exactly as it should be listed in the license/permit that will be recorded at the Registry of Deeds (the name(s) listed here need to match the name(s) listed on the plans or the license may be rejected by the Registry of Deeds):

* I hereby attest that I have listed all the Permittees in the Application Contacts section (each Permittee entered as a separate contact - do not list 2 names in 1 field):

☐

* Is the project site within a right of way?:

☐ Yes ☐ No

* Are you submitting evidence of legal authority to apply in lieu of the Property Owner's Signature? If yes, please attach a document 'Evidence of Legal Authority' in the document section:

☐ Yes ☐ No

* I hereby attest that I have listed all the Property Owners in the Application Contacts section: [?](#)

☐

* I hereby attest that I have listed all the Abutters in the above Contact table section: [?](#)

☐

[Continue Application >](#)

[Save and resume later](#)

Step 3: Chapter 91 Information

❑ Enter information in Project Information section

❑ **Note** - Depending on the selections the appropriate documents will be required by the system

Project Information

* Brief Description of Project (e.g., dock, seawall, boat ramp, Harborwalk – if a longer narrative is to be provided, please upload a separate document):

* Brief Description of Project Location - Non-Traditional Address (e.g., 'west end Toronto Avenue right-of-way at Gloucester Harbor' DO NOT complete this field if your project has a traditional address - enter N/A):

* Proposed Use/Activity description:

* Is this site subject to 21E?:

☐ Yes ☐ No

* Is MEPA required for your project? If yes, provide date of the secretary certificate, EEA Number and a copy of 'MEPA certificate'. If you do not have this information then select "Save and Resume Later" button at the bottom of the page and please contact the Agency:

☐ Yes ☐ No

* Is the Project site in an Environmental Justice Community?:

☐ Yes ☐ No

* Which Wetlands Protection Act process document are you attaching?:

--Select--

* Has there ever been a waterways jurisdictional determination issued for this project site?:

☐ Yes ☐ No

* Does your project require a 401 water quality certificate? If yes, please attach if currently available, a copy of '401 Water Quality Certificate' in the document section.:

☐ Yes ☐ No

* Are you seeking a Variance? If yes, please attach a supporting evidence of compliance with 310 CMR 9.21, 'Variance Supplement' in the document section.:

☐ Yes ☐ No

* Is the project located within the Designated Port Area? If yes, please review the standards at 310 CMR 9.12 and 9.32.:

☐ Yes ☐ No

* Is the project located within an area subject to State Approved Municipal Harbor Plan? If yes, please attach supporting evidence of compliance with applicable MHP, 'MHP Supplement' in the document section.:

☐ Yes ☐ No

* Are you seeking a CWD (consolidated written determination) in accordance with 310 CMR 9.14(4)? If yes, please attach a document 'CWD Supplement' in the document section.:

☐ Yes ☐ No

* Does your project involve dredging?:

☐ Yes ☐ No



EEA ePlace Portal

Step 3: Chapter 91 Information

☐ **Note** - If the application involves dredging and “Yes” was selected for the dredging question on the prior page, the system will generate this page

☐ Enter information in Dredging Information section

☐ Click “Continue Application” to proceed



EEA ePlace Portal

WW26 - Combined Licenses/Permits for Waterways and Water Quality Certification Application

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Step 3: Chapter 91 Information > Page 3 of 3

Please continue with Chapter 91 Water Dependent application process.

* indicates a required field.

Dredging Information

* Please select the type:

--Select--

* What is the volume of the material to be dredged? (cubic yards):

* What is the area of the dredge foot print? (square feet):

* What is the maximum dredge depth including over-dredge (referenced to Mean Low Water)?:

* Describe dredge spoil disposal location/method:

* Is the dredge spoil compatible for beach nourishment?:

☐ Yes ☐ No

Dredging Method

Hydraulic:

☐

Mechanical:

☐

Other:

☐

[Continue Application >](#)

[Save and resume later](#)

Step 4: 401 Dredge Information

- ❑ Enter the Pre-application information in Dredging Information section

- ❑ Click “Continue Application” to proceed

WW26 - Combined Licenses/Permits for Waterways and Water Quality Certification Application

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Step 4: 401 Dredge Information > Page 1 of 5

Please note: Now you are starting the 401 Water Quality Dredging application process. Please enter all the application information accordingly.

* indicates a required field.

Pre-Application Information

* Has the DEP Agency specified that you are exempt from this process?: [?](#)

☐ Yes ☐ No

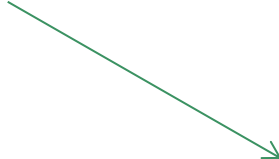
Continue Application »

Save and resume later



Step 4: 401 Dredge Information

- ❑ Enter information in Project Information section



WW26 - Combined Licenses/Permits for Waterways and Water Quality Certification Application

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Step 4: 401 Dredge Information > Page 2 of 5

Please continue with 401 Water Quality Dredging application process.

* indicates a required field.

Project Information

* Project Name:

* Have you completed the Public Notice as per 314 CMR 9.00? If yes, please attach a completed 'Proof of Public Notice' document in the document section.: 

☐ Yes ☐ No

* Will the proposed project occur in any wetlands or waters designated as "Outstanding Resource Waters"?:

☐ Yes ☐ No

* Identify the loss, or alteration, in square feet for Land under water:

* Identify the loss, or alteration, in square feet for Other Resources:



Step 4: 401 Dredge Information

☐ Enter information in Material to be Dredged section

☐ Click “Continue Application” to proceed

Material to be Dredged

* Briefly describe in general the proposed project or activity, including the purpose and intended use of the project, and the duration of the work within any waterbody:

* Proposed Start Date:

* What is the expected frequency of maintenance dredging of this project?:

* Length of the proposed project (If applicable, please include the maximum and minimum):

* Width of the proposed project (If applicable, please include the maximum and minimum):

* Depth of the proposed project (If applicable, please include the maximum and minimum):

* Volume of the proposed project:

* Type of proposed project:

* Briefly describe the physical dredging operation (such as, dredging methods), the method of release of the dredged material into the disposal site, and the name of the contractor if other than the applicant. (Please attach a detailed document - "Dredging and Disposal Operation" in the document section of the application):

* Briefly describe all measures designed to avoid and minimize adverse impacts of the project on aquatic life and the aquatic ecosystem. Where impacts cannot be avoided or minimized, what mitigation measures are proposed? (If necessary, please attach a document - "Performance Standard to avoid and minimize and mitigate impact" in the document section of the application):

* Does the proposed project have any past history of chemical or oil spills of discharge?:

☐ Yes ☐ No

* Does the proposed project have any past history of Upstream or on-site industrial or municipal discharge within 1,000 feet of the proposed project?:

☐ Yes ☐ No

* Does the proposed project have any past history of chronic pollutant loading from port or harbor use and/or other sources of pollutants? (eg. CSO or POTW discharges):

☐ Yes ☐ No

[Continue Application »](#)

[Save and resume later](#)



EEA ePlace Portal

Step 4: 401 Dredge Information

☐ If applicable, please fill out these sections:

☐ Proposed Ocean Site

☐ Proposed Land Site

☐ Proposed Barge Site

☐ Click “Continue Application” to proceed

Step 4: 401 Dredge Information > Page 3 of 5

Please continue with [401 Water Quality Dredging](#) application process.

* indicates a required field.

Proposed Ocean Site

Location of proposed disposal site and its physical boundaries:

Has the site been designated by the State or E.P.A. as a dredge disposal site?: [?](#)

☐ Yes ☐ No

Is the anticipated disposal site located within a designated ocean sanctuary as established by federal law or G.L.c. 132A, sec. 13?:

☐ Yes ☐ No

Disposal/Dewatering Land Site

If necessary, please attach a document - "Plans for effluent control at the dewatering and disposal sites" in the document section of the application.

Location of proposed disposal and dewatering sites and physical boundaries:

Indicate drainage characteristics of dewatering and disposal sites from the results of test pits, borings, and percolation tests as applicable:

How long are the dewatering and disposal sites estimated to be in use from this project?:

Proposed Barge Site

Are you proposing dewatering of dredged sediment on a barge? If yes, please attach a document 'Plans for adequate containment' in the document section:

☐ Yes ☐ No

[Continue Application >](#)

[Save and resume later](#)



EEA ePlace Portal

Step 4: 401 Dredge Information

Enter the Grain Size Analysis and if applicable, Chemical Analysis of Sediment information

Click on “Add a Row” to list all components of the table and enter the information and click Submit

Click “Continue Application” to proceed

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Step 4: 401 Dredge Information > Page 4 of 5

Please continue with [401 Water Quality Dredging](#) application process.

* indicates a required field.

Grain Size Analysis

Grain Size Analysis

Grain Size Analysis must be provided for particles passing the number 200 testing sieve.

Showing 0-0 of 0

Number of Sieve	Percentage of total by weight passing
No records found.	

[Add a Row](#) [Edit Selected](#) [Delete Selected](#)

Grain Size Analysis

* Number of Sieve:

--Select--

* Percentage of total by weight passing:

[Submit](#)

[Cancel](#)

Chemical Analysis of Sediment

Chemical Analysis of Sediment

Please provide a synopsis and chemical analysis results in a separate document (see instructions for details). For the synopsis, it must be noted if any chemical analyte's concentration exceeding the Massachusetts Contingency Plan (MCP) RCS-1 threshold.

This section is not required if one of the following statements is true:

1) Chemical Analysis is not required if less than 10% of the sediment of particles (by weight) passing the No. 200 Testing Sieve AND the required "due diligence" review demonstrates that the area is unlikely to contain anthropogenic concentrations of oil or hazardous materials

2) Chemical Analysis is specifically exempted by MassDEP

Showing 0-0 of 0

Chemical	Average Concentration (In ppm)
No records found.	

[Add a Row](#) [Edit Selected](#) [Delete Selected](#)

CHEMICAL ANALYSIS OF SEDIMENT

Chemical:

--Select--

* Average Concentration (In ppm):

[Submit](#)

[Cancel](#)

[Continue Application »](#)

[Save and resume later](#)



Step 4: 401 Dredge Information

- ❑ Enter the additional information section
- ❑ Based on your answer, the system might provide you additional fields to gather more information
- ❑ It is optional to provide documents upon availability

WW26 - Combined Licenses/Permits for Waterways and Water Quality Certification Application

1	2 Location and Contact Info	3 Chapter 91 Information	4 401 Dredge Information	5 401 Fill Information	6 Documents and Special Fees	7	8
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Step 4: 401 Dredge Information > Page 5 of 5

Please continue with 401 Water Quality Dredging application process.

* indicates a required field.

Additional Information

* Is your project subject to U.S. Army Corps of Engineers – Section 404 of Federal Clean Water Act? If yes, please attach a document 'USACE Authorization' in the document section.:

☐ Yes ☐ No

* Is your project subject to Massachusetts Environmental Policy Act (MEPA)?:

☐ Yes ☐ No

* Is your project subject to Massachusetts Wetlands Protection Act?: [?](#)

☐ Yes ☐ No

* Is the project going to impact Eelgrass bed? If yes, please attach a document 'Eelgrass Management Plan' in the document section.:

☐ Yes ☐ No

* Does this project contain an attached written Alternatives Analysis? If yes, please attach a document 'Alternatives Analysis' in the document section.:

☐ Yes ☐ No

* Does this project require a license from the Federal Energy Regulatory Commission?: [?](#)

☐ Yes ☐ No

* Is any of your proposed work exempt from the Massachusetts Wetlands Protection Act or taking place in a federal non-state wetland?:

☐ Yes ☐ No



Step 4: 401 Dredge Information

☐ Attest the Statement and Disclosures. If available, please provide the Date information

☐ Click “Continue Application” to proceed

Statement and Disclosures

Proposed dredging activity or dredged material management might occur within Rare Species Habitat as defined at 314 CMR 9.02. By checking this box, you agree that you have consulted with the Natural Heritage and Endangered Species Program of the Massachusetts Division of Fisheries and Wildlife. Please attach a 'NHESP Determination Letter or Conservation Management Permit' in the document section.:

☐

Date of NHESP Determination Letter:

MM/DD/YYYY



Any in-water activity may effect fish or shellfish, spawning and/or habitat. By checking this box, you agree that you have consulted with Massachusetts Division of Marine Fisheries (DMF) and/or Massachusetts Division of Fisheries and Wildlife (DFW) about Time of Year Restriction (TOY). Please attach Consultation Letter from DMF and/or DFW in the document section.:

☐

Date on Letter from DMF and/or DFW:

MM/DD/YYYY



[Continue Application »](#)

[Save and resume later](#)



Step 5: 401 Fill Information

☐ Enter the Project Information

☐ Please select the appropriate option(s) in Project Type section

WW26 - Combined Licenses/Permits for Waterways and Water Quality Certification Application

1	2	3 Chapter 91 Information	4 401 Dredge Information	5 401 Fill Information	6 Documents and Special Fees	7 Review	8
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Step 5: 401 Fill Information > Page 1 of 3

Please note: Now you are starting the 401 Water Quality Fill/Excavation application process. Please enter all the application information accordingly.

* indicates a required field.

Project Information

Project Name:



* Proposed Activity:

Project Type

Industrial:

☐

Utility:

☐

Real Estate Subdivision:

☐

Institutional:

☐

Other:

☐

* Please provide additional information for the selection of your project major type:



EEA ePlace Portal

Step 5: 401 Fill Information

❑ Enter information in Proposed Areal Extent Info section

❑ Click “Continue Application” to proceed

Proposed Areal Extent Info

Proposed Areal Extent of “Discharges of Dredged or Fill Material”, including “redeposit of dredged or excavated material” to “Waters of the United States within the Commonwealth”.

Report the areal extent, as expressed in square feet, of all proposed “discharges of dredged or fill material”, including “redeposit of dredged or excavated material”, both temporary and permanent, to each category of “Waters of the United States within the Commonwealth” below:

* Bordering Vegetated Wetland (sqft):

* Isolated Vegetated Wetland (sqft):

* Non-tidal Land Under Water (sqft):

* Salt Marsh (sqft):

* Land Under the Ocean (sqft):

* Intertidal Zone (sqft):



Total cumulative loss (sqft):

[Continue Application »](#)

[Save and resume later](#)



Step 5: 401 Fill Information

- ☐ Enter information in Compliance section
- ☐ Please read and answer each questions accordingly
- ☐ Note - For additional details regarding the compliance, please visit [WW 10, 11: Major/Minor Fill and Excavation Projects | Mass.gov](http://www.mass.gov/WW1011)
- ☐ Click “Continue Application” to proceed



EEA ePlace Portal

Step 5: 401 Fill Information > Page 2 of 3

Please continue with [401 Water Quality Fill/Excavation](#) application process.

* indicates a required field.

Compliance with 314 CMR 9.00

* Does the proposed project meet the definition of a Single and Complete Project at 314 CMR 9.02?:
☐ Yes ☐ No

* Does the proposed project include "multi-phased activities"?:
☐ Yes ☐ No

* Does the proposed project meet the definition of an Ecological Restoration Project?:
☐ Yes ☐ No

* Have you completed the Public Notice as per 314 CMR 9.05(3)? If yes, please attach a completed 'Proof of Public Notice' document in the document section: ?
☐ Yes ☐ No

Does the required Alternatives Analysis screen all practicable alternatives to the proposed discharge that would have less adverse impact on the aquatic ecosystem?:
☐ Yes ☐ No

* Does this proposed project meet the definition of Water-Dependent at 314 CMR 9.02?: ?
☐ Yes ☐ No

* Is the proposed project restricted to access to one dwelling unit?: ?
☐ Yes ☐ No

* Will the cumulative discharges of dredged or fill material to Waters of the United States within the Commonwealth exceed 1 acre in areal extent?: ?
☐ Yes ☐ No

* Report the areal extent, as expressed in square feet, of all proposed restoration or replication of Bordering Vegetated Wetlands and/or Isolated Vegetated Wetlands: ?

* Will any proposed discharges of dredged or fill material or any proposed restoration or replication occur within Rare Species Habitat as defined at 314 CMR 9.02?: ?
☐ Yes ☐ No

* Will the proposed project include or consist of the construction of a new non-tidal crossing of any Land Under Water?: ?
☐ Yes ☐ No

* Will the proposed project include or consist of the construction of a new tidal crossing of any Land Under Water?: ?
☐ Yes ☐ No

* Will the proposed project include or consist of the repair, replacement, and/or expansion of an existing non-tidal crossing of any Land Under Water?: ?
☐ Yes ☐ No

* Will the proposed project include or consist of the repair, replacement, and/or expansion of an existing tidal crossing of any Land Under Water?: ?
☐ Yes ☐ No

* Does the proposed project include any amount of discharges of dredged or fill material to any Outstanding Resource Water?:
☐ Yes ☐ No

* Will any proposed "discharge of dredged or fill materials" occur within any certified Vernal Pool (as defined at 314 CMR 9.02)? :
☐ Yes ☐ No

Step 5: 401 Fill Information

- ❑ Enter the additional information section
- ❑ Based on your answer, the system might provide you additional fields to gather more information
- ❑ It is optional to provide documents upon availability
- ❑ Click “Continue Application” to proceed

WW26 - Combined Licenses/Permits for Waterways and Water Quality Certification Application

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Step 5: 401 Fill Information > Page 3 of 3

Please continue with 401 Water Quality Fill/Excavation application process.

* indicates a required field.

Additional Information

* Is your project subject to Massachusetts Environmental Policy Act (MEPA)? [?](#)
☐ Yes ☐ No

* Is your project subject to Massachusetts Wetlands Protection Act?:
☐ Yes ☐ No

* Is your project subject to Massachusetts Public Waterfront Act?:
☐ Yes ☐ No

* Is your project subject to Massachusetts Historical Commission? [?](#)
☐ Yes ☐ No

* Is your project subject to Massachusetts Bureau of Underwater Archeological Resources? [?](#)
☐ Yes ☐ No

* Is your project subject to U.S. Army Corps of Engineers – Section 404 of Federal Clean Water Act? [?](#)
☐ Yes ☐ No

[Continue Application »](#)

[Save and resume later](#)



Step 6: Document

- ❑ Upload all required documents for the application
- ❑ Please attach Supporting Documents that provide a description/plan of the project
- ❑ To attach documents, select “Browse”



EEA ePlace Portal

WW26 - Combined Licenses/Permits for Waterways and Water Quality Certification Application

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Step 6: Documents and Special Fees > Page 1 of 2

Instructions

* indicates a required field.

List of Documents

The List of Environmental Regulatory Programs can be accessed at <https://www.mass.gov/how-to/ww-01-03-14-15-16-17-chapter-91-waterways-license>, please have this form completed and upload here.

Documents:

Please upload 14 Required Document(s) which are mandatory to Submit this Application:

1. Alternatives Analysis
2. Chapter 91 Plans
3. Consultation Letter from DMF and/or DFW
4. Dredging and Disposal Operation
5. Grain Size Analysis
6. List of Environmental Regulatory Programs
7. NHESP Determination Letter or Conservation Management Permit
8. Plans for adequate containment during dewatering on a barge
9. Project Narrative
10. Project Plan Set
11. Proof of Exemption
12. Site Plans
13. USGS Quadrangle Map
14. WPA Negative Determination of Applicability

Attachment

When uploading file document(s) the maximum file size allowed is 50 MB.

The 'File Name' (including file extension) MUST NOT exceed 75 characters in length.

The document 'Description' MUST NOT exceed 50 characters in length.

Documents that exceed any of these limits will be removed by the system, and cannot be retrieved, which may delay the review process. .bat; bin; dll; exe; js; msi; sql; vbs; ade; adp; chm; cmd; com; cpl; hta; ins; isp; jar; jse; lib; lnk; mde; msc; msp; mst; php; pif; scr; sct; shb; sys; vb; vbe; vxd; wsc; wsf; wsh are disallowed file types to upload.

Name	Type	Size	Latest Update	Description	Action
No records found.					

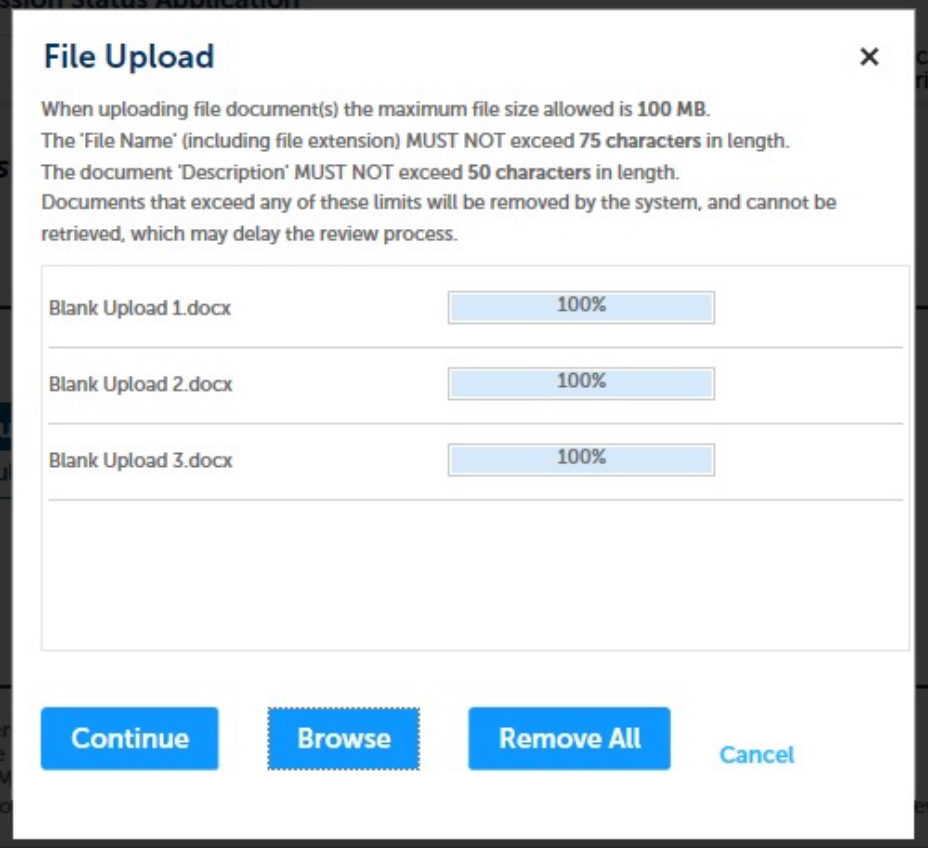
Browse

Continue Application »

Save and resume later

Step 6: Documents (Attaching)

- ❑ A “File Upload” window opens
- ❑ Select “Browse”
- ❑ Choose the file(s) you want to attach.
- ❑ When all files reach 100%, click “Continue”



File Upload [X]

When uploading file document(s) the maximum file size allowed is **100 MB**.
The 'File Name' (including file extension) **MUST NOT** exceed **75 characters** in length.
The document 'Description' **MUST NOT** exceed **50 characters** in length.
Documents that exceed any of these limits will be removed by the system, and cannot be retrieved, which may delay the review process.

Blank Upload 1.docx	100%
Blank Upload 2.docx	100%
Blank Upload 3.docx	100%

[Continue] [Browse] [Remove All] [Cancel]



Step 4: Documents (Attaching)

- ☐ Select the document type
- ☐ Provide a description of each document that you uploaded
- ☐ Click “Browse” to add more documents
- ☐ When all documents are uploaded and described, click “SAVE”
- ☐ **Note** – If you click SAVE and RESUME button, that will not save your documents, make sure to click SAVE button first for the documents to be saved to the application
- ☐ Click the “Continue Application” to proceed



The screenshot displays the document upload interface of the EEA ePLACE Portal. It features three document entry forms stacked vertically. Each form includes a dropdown menu for selecting the document type, a file name (e.g., "MDAR_Pesticide_Approval_v1.1_20220314_145608 (1).pdf"), a progress bar indicating 100% upload completion, and a text area for a description (maximum 50 characters). To the right of each form is a "Remove" link. At the bottom of the interface, there are four buttons: "Save", "Browse", "Remove All", and "Continue Application". A "Save and resume later" button is also present in the bottom right corner. Green arrows from the instructions point to the "Type" dropdown, the "Description" text area, and the "Continue Application" button.

Step 6: Documents

- ❑ You should see a message that you have successfully attached documents
- ❑ Review the list of attached documents
- ❑ When ready, select “Continue Application” to proceed



The attachment(s) has/have been successfully uploaded. It may take a few minutes before changes are reflected.

WW26 - Combined Licenses/Permits for Waterways and Water Quality Certification Application

1 2 3 4 401 Dredge Information 5 401 Fill Information 6 Documents and Special Fees 7 Review 8 Application Submitted

Step 6: Documents and Special Fees > Page 1 of 2

[Instructions](#)

* indicates a required field.

List of Documents

The List of Environmental Regulatory Programs can be accessed at <https://www.mass.gov/how-to/ww-01-03-14-15-16-17-chapter-91-waterways-license>, please have this form completed and upload here.

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Please upload 14 Required Document(s) which are mandatory to Submit this Application:

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9. Project Narrative
10. Project Plan Set
11. Proof of Exemption
12. Site Plans
13. USGS Quadrangle Map
14. WPA Negative Determination of Applicability

Attachment

When uploading file document(s) the maximum file size allowed is 50 MB.
The File Name (including file extension) MUST NOT exceed 75 characters in length.
The document Description MUST NOT exceed 50 characters in length.
Documents that exceed any of these limits will be removed by the system, and cannot be retrieved, which may delay the review process.
.bat; .bin; .dll; .exe; .js; .msi; .sql; .vb; .adp; .chm; .cmd; .com; .cpl; .hta; .ins; .ip; .jar; .jse; .lib; .lnk; .mde; .msc; .msp; .mst; .php; .pif; .scr; .set; .shb; .sys; .vb; .vbe; .vxd; .wsc; .wsf; .wsh are disallowed file types to upload.

Name	Type	Size	Latest Update	Description	Action
invite_1 - Copy (2) - Copy.png	Dredging and Disposal Operation	88.12 KB	06/22/2022	sd	Actions
invite_1 - Copy (2).png	Grain Size Analysis	88.12 KB	06/22/2022	sdfs	Actions
invite_1 - Copy (3).png	List of Environmental Regulatory Programs	88.12 KB	06/22/2022	sd	Actions
invite_1 - Copy - Copy (2).png	Chapter 91 Plans	88.12 KB	06/22/2022	ds	Actions
invite_1 - Copy - Copy - Copy.png	Alternatives Analysis	88.12 KB	06/22/2022	das	Actions

< Prev 1 2 3 Next >

[Browse](#)

[Continue Application »](#)

[Save and resume later](#)

Step 6: Special Fee Provision

WW26 - Combined Licenses/Permits for Waterways and Water Quality Certification Application

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Step 6: Documents and Special Fees > Page 2 of 2

* indicates a required field.

Special Fee Provision

Exemption: ?

☐

Exclusion (special agreement or policy): ?

☐

Substitution (ASP/IRP): ?

☐

Double Fee for Enforcement: ?

☐

Hardship payment extension request: ?

☐

Continue Application »

Save and resume later



Step 7: Review

- ❑ The entire application is shown on a summary page for your review
- ❑ If you need to make any changes, select “Edit Application”
- ❑ Continue to the bottom of the page

WW26 - Combined Licenses/Permits for Waterways and Water Quality Certification Application

1	2	3	4 401 Dredge	5 401 Fill	6 Documents and	7 Review	8 Application
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Step 7: Review

[Continue Application »](#)

[Save and resume later](#)

Please review the information below prior to submission. After the application has been submitted, you will not be able to make changes. To make changes after submittal you must contact the Department directly.

Review and Certification

[Edit Application](#)

Pre-Consultation Information

Have you consulted with MassDEP about the combined application process?: Yes

Date you consulted with MassDEP:

05/31/2022

Application Information

Please select the Chapter 91 Water-Dependent Application (if applicable):

WW01 - Chapter 91 Water Dependent - Residential with <= 4 units

Please select the 401 Water Quality Certification for Dredging Application (if applicable):

WW08 - 401 Minor Dredging - Minor < 5000 cubic yards and >=100 cubic yards

Please select the 401 Water Quality Certification for Fill/Excavation Application (if applicable):

WW10 - 401 Major Fill and Excavation - Major >= 5000 square feet



Step 7: Review

- ☐ Read the Certification Statement
- ☐ Select the check the box to complete your certification
- ☐ Select on “Continue Application” to proceed with the submittal of the application

Application Submitter

Individual
Testing Eipas
Melrose, MA, 01928

Telephone #:123-123-2323
E-mail:testing@eipas.com

I certify that I have read and understand the instructions that accompany this application and that the statements made as part of this application are true, complete, and correct and that no material information has been omitted. By checking the box below, I understand and agree that I am electronically signing and filing this application.

☐ By checking this box, I agree to the above certification.

Date:

[Continue Application »](#)

[Save and resume later](#)



Step 8: Pay Fees

- Both online payment and pay by mail are available
- Online payment also requires payment of a service charge
- Select the appropriate box to continue

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DEP Applications

WW26 - Combined Licenses/Permits for Waterways and Water Quality Certification Application

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Step 8: Pay Fees

Listed below is the fee for the authorization that you are applying for. The following screen will display your total fees.

Payment may be made by electronic check or credit card for a nominal processing fee. The electronic check fee is \$0.35 per transaction. Credit card payments are 2.35% per transaction. Clicking on the PAY ONLINE button will bring you to the secure online payments portal. Once you have made payment, you will be returned to your application for submittal.

Payment may also be made by mail. However, review of your permit will not begin until payment is received. By clicking on the Pay by Mail button, you will have submitted your application. You will receive a notification email with the location and address to send your payment. That information is also available in the instructions for this authorization.

Application Fees

Fees	Amount
WW26 Application Fees	\$800.00
Total Fees	\$800.00

[Pay Online »](#) [Pay by Mail »](#)



Pay Online

- ❑ If you choose “Pay Online”, you will be brought to this screen
- ❑ Provide all payment and billing information
- ❑ Accept the terms and conditions and click submit
- ❑ You will be e-mailed a receipt

The screenshot shows a web form for online payment. It is divided into two main sections: 'Billing Information' on the left and 'Payment Information' on the right. Below these is a 'Commonwealth of Massachusetts Terms Agreement' section. A 'Back' button is at the bottom left, and a disclaimer is at the bottom right.

Billing Information

First Name
Enter First Name

Last Name
Enter Last Name

Street
Enter Street

City
Enter City

State/Territory
Select State

Zip
Enter Zip

Phone Number
() - -

Email
Enter Email Address

Confirm Email
Enter Email Address

Payment Information

Credit/Debit Card | Electronic Check/ACH

Card Type
Select Card Type

Card Number
TEST MODE

CVV Code
123

Expiration
01 2011

Check to accept both the Commonwealth of Massachusetts and nCourt Terms Agreements.
☐ I Accept

Commonwealth of Massachusetts Terms Agreement

I authorize the charge to my credit card for the amount shown above. I agree to pay the total amount above according to the card issuer agreement. By checking the box below, I certify that I am an authorized user for the above referenced credit card account.

[nCourt Terms Agreement](#)

Back

Please Verify above information before the Submit Payment Button is pressed. Do not click Submit Payment button more than one time.



Pay by Mail

- ❑ If you choose “Pay by mail”
- ❑ Check your email for instructions
- ❑ The application will not be reviewed until payment is received

To Pay Online: If you have paid online by credit or ACH you will receive an additional notification from the epayment vendor that your payment is complete. Review of your application will begin. That notification will include a Reference ID # for your records.

To Pay by Mail: If you choose to "Pay by Mail", please make your payment in the form of a check or money order made payable to the Commonwealth of Massachusetts. Do not send cash. You must include your Record Number 21-WW13-0005-APP on the check or money order that must be sent to the address below.

Department of Environmental Protection
PO Box 4062
Boston, MA 02211

Review of your application will not begin until after your payment has been received and processed.



Step 8: Submission Successful!

- ❑ When you submit the application, you will receive a Record ID so you can track the status of the application online
- ❑ Upon submission of the application please check your email for system notifications

Home

DEP Applications

WW26 - Combined Licenses/Permits for Waterways and Water Quality Certification Application

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Step 9: Application Submitted



Successfully Completed.

Thank you for using our online services.

Your Record Number is 22-WW26-0003-APP.

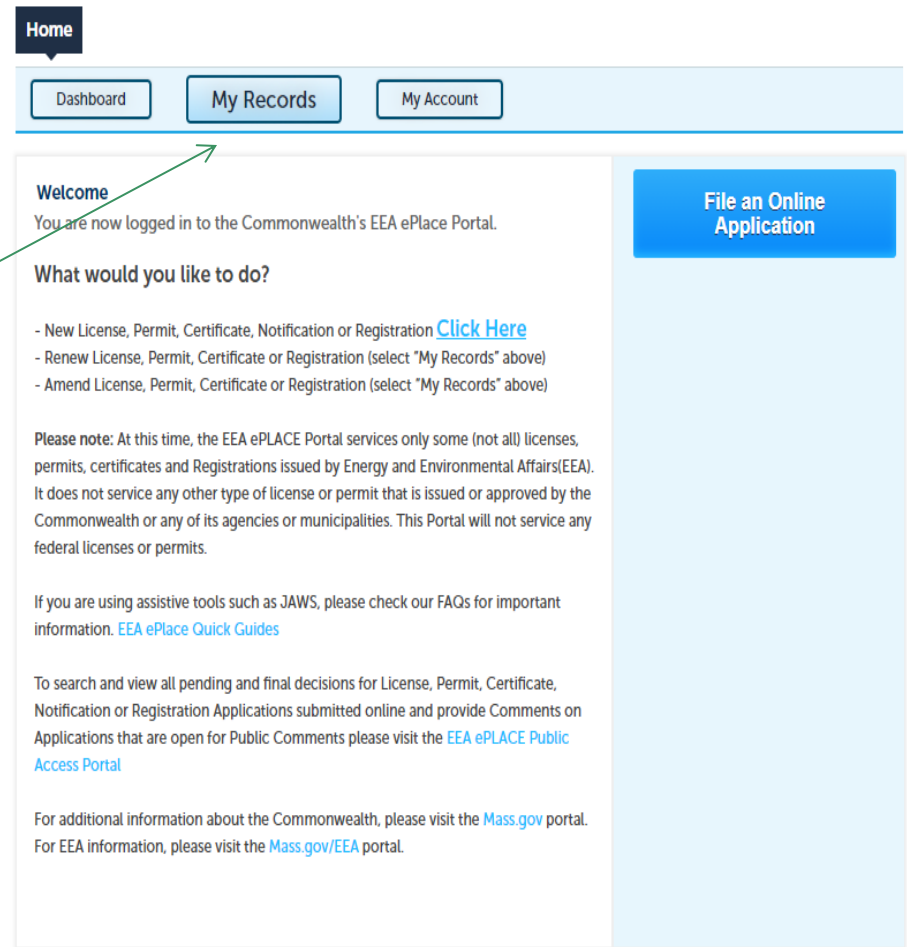
You will need this number to check the status of your application.



EEA ePlace Portal

To check the status of an application

- ❑ Log on to EEA ePlace portal
- ❑ [Mass.gov Licensing and Permitting Portal](#)
- ❑ Go to your “My Records” page to see and/or track the status of an application



Questions?

For technical assistance:

- ▶ Contact the ePlace Help Desk Team at (844) 733-7522
- ▶ Or send an email to: ePLACE_helpdesk@state.ma.us

For business related questions, please visit the link below or email dep.waterways@mass.gov

<https://www.mass.gov/how-to/ww-26-combined-licensespermits-for-waterways-water-quality-certification>



EEA ePlace Portal