
FISH HABITAT VERIFICATION AND MAPPED BORDERLINE DETERMINATION APPLICATION

All applications are subject to an Information Technologies (IT) surcharge

How To Apply for a Tahoe Regional Planning Agency (TRPA) Permit

This packet explains the TRPA mapped fish habitat verification and mapped borderline determination processes. The TRPA uses the best available science and planning practices to review each project individually so that Lake Tahoe can continue to be an Outstanding National Resource Water for this and future generations. TRPA's thorough project review standards are designed to balance the impacts of the built environment with the protection of Lake Tahoe's fragile, natural environment. The Agency values every project applicant and works hard to serve the public promptly and fairly. Please read this packet thoroughly. We hope it answers most of your application questions. If not, please call TRPA at (775) 588-4547. Planners are available to assist you by phone or at our offices Monday through Friday, 9:00 a.m. to 5:00 p.m. Applications are received from 9:00 a.m. to 4:00 p.m.

Please be aware that we may require information beyond that presented in this packet. Once your application is submitted, TRPA will contact you if additional information is required to adequately review your project.

Getting Started

If your project area is not located near a mapped fish habitat border as depicted on the most recent Fish Habitat Maps located at TRPA, you do not need to request a fish habitat verification. If your project area crosses a mapped border or is near a mapped border line then you may be required to have TRPA conduct a Fish Habitat Verification. Visit the TRPA offices to view the maps and determine what will be required for your project.

Prior To Application Submittal

Prior to submitting your project application, the following items should be completed:

Locate your project area on the most recent TRPA Fish Habitat maps. Review the TRPA Fish Habitat maps to determine if your project will require a mapped borderline determination. If your project is not near a mapped borderline you may be able to determine the Fish Habitat for your project area based on the mapped designation. If your project is near a mapped borderline or crosses a mapped borderline you may be required to have the Fish Habitat for the project area verified.

Obtain the required signatures. The property owner must sign the applications and, if applicable, complete and sign the Authorization For Representation. Forms without an original signature from the property owner will not be accepted. **Faxed signatures and xerox copies will not be accepted.**

Complete Application

TRPA will review an application for completeness within 30 days from the date of submittal. If additional items are needed or checklist items are lacking, a notice will be sent to you and/or your representative indicating what additional information is needed to provide a complete application. If the application is determined to be complete, a notice will be sent to you or your representative. Once complete, your project area is now ready to be verified for fish habitat by TRPA staff. A complete application notice is NOT a determination that the information submitted for review is accurate.

Note: Field verifications can only be performed when the shoreline is accessible either by land or boat. Lots which are difficult to locate (i.e., no adjacent development, no natural landmarks, large lots, etc.) must have corners staked and identified. TRPA staff must have access to the lots.

Request for Additional Information

Once review has begun on your project, additional information may still be required. TRPA staff attempts to identify all information needed to review a project at the “complete application” stage, however, some items cannot be identified until the review of the project has commenced. If additional information is required, you and/or your representative will be notified and a timeline to provide the needed information will be given.

Fish Habitat Report

Once TRPA staff has completed the Fish Habitat review, a report will be written stating the type of fish habitat for your project area. Additional information may include designation as a scenic property, explanation of BMPs needed to bring the property into compliance, and temporary BMPs needed during construction. This information will always apply to the subject property unless the maps are revised. The table below tells you if the habitat is Marginal (Sand), used for Spawning (Gravel and Cobble), or used for Feeding/Cover (Small and Large Boulder).

| Dominant Substrate and Habitat Types | | | | |
|--------------------------------------|------------------|-------------------|-----------------------|-------------|
| Marginal Habitat | Spawning Habitat | | Feeding/Cover Habitat | |
| Silt/Sand | Gravel | Cobble | Sm Boulder | LL Boulder |
| 0 – 2 mm | > 2 mm – 64 mm | > 64 mm – 256 mm | > 256 mm – 512 mm | > 512 mm |
| < 0.1 inch | > 0.1 – 2.5 inch | > 2.5 – 10.1 inch | > 10.1 – 20.2 inch | > 20.2 inch |

Timeline for Appeals

If an applicant wishes to appeal a final decision by TRPA, pursuant to Rule 11.2 of the TRPA Rules of Procedure, a Notice of Appeal form and filing fee must be submitted within twenty-one (21) days from the date TRPA issues its final decision (date on correspondence). After 21 days, no appeals can be made and the Agency’s decision is final.



OFFICE
128 Market St.
Stateline, NV

Phone: (775) 588-4547
Fax: (775) 588-4527

MAIL
PO Box 5310
Stateline, NV 89449-5310

www.trpa.org

HOURS
Monday-Friday
9:00 am-5:00 pm
New Applications Until 4:00 pm

trpa@trpa.org

PROJECT REVIEW APPLICATION FORM

NEW APPLICATION PLAN REVISION NEW DEVELOPMENT REBUILD, ADDITION, REMODEL

- | | |
|--|--|
| <input type="checkbox"/> Banking/Verification of Coverage and Uses | <input type="checkbox"/> Tourist Accommodation |
| <input type="checkbox"/> Single Family Residential Addition/Modification | <input type="checkbox"/> Linear Public Service Facility |
| <input type="checkbox"/> New Single Family Residential | <input type="checkbox"/> Public Service Facility |
| <input type="checkbox"/> Multi-Family Residential | <input type="checkbox"/> Allocation Assignment |
| <input type="checkbox"/> Commercial | <input type="checkbox"/> Lot Line Adjustment/ROW Abandonment |
| <input type="checkbox"/> Sign | <input type="checkbox"/> Subdivision of Existing Structures |
| <input type="checkbox"/> Grading | <input type="checkbox"/> Recreation |
| <input type="checkbox"/> Transfer of Bankable Rights | <input type="checkbox"/> Resources |
| <input type="checkbox"/> Shorezone and/or Lakezone Project | <input type="checkbox"/> Buoy Project |

Applicant _____

Mailing Address _____ City _____ State _____

Zip Code _____ Email _____ Phone _____ FAX _____

Representative or Agent _____

Mailing Address _____ City _____ State _____

Zip Code _____ Email _____ Phone _____ FAX _____

Owner _____ Same as Applicant

Mailing Address _____ City _____ State _____

Zip Code _____ Email _____ Phone _____ FAX _____

Project Location/Assessor's Parcel Number (APN) _____

Street Address _____ Subdivision _____ Lot # _____

County _____ Previous APN _____
(if changed by county assessor since 1987)

Brief Description of Project: _____

Plan Area Statement/Community Plan: _____ ([view maps](#))

Property Restrictions/Easements (List any deed restrictions, easements or other restrictions): None

Prior Approvals (List any prior CTRPA/TRPA approvals/permits for the subject property): None ([go to file search](#))

Description: _____ TRPA File No: _____ Date: _____

Description: _____ TRPA File No: _____ Date: _____

DECLARATION:

I hereby authorize TRPA to access the property for the purpose of site visits. I hereby declare under penalty of perjury that this application and all information submitted as part of this application are true and accurate to the best of my knowledge. I am the owner of the subject property or I have been authorized in writing by the owner(s) of the subject property to represent this application and understand that should any information or representation be submitted in connection with this application be incorrect or untrue, TRPA may rescind any approval or take other appropriate action. I further understand that additional information may be required by TRPA to review this project.

Signature: **(Original signature required.)**

_____ At _____ Date: _____
Person Preparing Application County

AUTHORIZATION FOR REPRESENTATION (Original signatures required):

The following person(s) own the subject property (Assessor's Parcel Number(s) _____) or have sufficient interest therein to make application to TRPA:

Print Owner(s) Name(s):

I/We authorize _____ to act as my/our representative in connection with this application to TRPA for the subject property and agree to be bound by said representative. I understand that additional information may be required by TRPA beyond that submitted by my representative, to review this project. Any cancellation of this authorization shall not be effective until receipt of written notification of same by TRPA. I also understand that should any information or representation submitted in connection with this application be incorrect or untrue, TRPA may rescind any approval or take other appropriate action. I further accept that if this project is approved, I, as the permittee, will be held responsible for any and all permit conditions.

Owner(s) Signature(s): **(Original signature required.)**

_____ Date: _____
_____ Date: _____

FOR OFFICE USE ONLY

Date Received: _____ By: _____

Fee: \$ _____ Receipt No: _____

Fish Habitat Classification _____ See Comments _____

Date of Field Check _____ Date Verification Completed _____ By _____

_____ EA Not Required _____ EA Required _____ EIS Required

Comments: _____

FISH HABITAT VERIFICATION/MAPPED BORDERLINE DETERMINATION APPLICATION CHECKLIST

APPLICATIONS LACKING ANY OF THE FOLLOWING ITEMS WILL NOT BE ACCEPTED. TRPA OR YOUR LOCAL JURISDICTION MAY REQUIRE ADDITIONAL INFORMATION ABOVE AND BEYOND THE CHECKLIST ITEMS TO REVIEW THIS APPLICATION.

Each item and number corresponds to TRPA's [Master Checklist](#) (784 k download) available at our offices or online. Refer to the *Master Checklist* for more information on any item.

PROJECT NAME: _____

CURRENT ASSESSOR'S PARCEL NUMBER (APN): _____

PREVIOUS ASSESSOR'S PARCEL NUMBER (APN): _____

Applicant TRPA

_____ _____ 2. Complete Application with original signed authorization and checklist.

_____ _____ 3. Application Fee: Filing Fee: \$ 412 + Information Technology (IT) surcharge: \$ 88 = \$ 500

_____ _____ 10c. Photographs (at least two) of the existing shoreline.

FISH HABITAT IMPACT DETERMINATION APPLICATION CHECKLIST

APPLICATIONS LACKING ANY OF THE FOLLOWING ITEMS WILL NOT BE ACCEPTED. TRPA OR YOUR LOCAL JURISDICTION MAY REQUIRE ADDITIONAL INFORMATION ABOVE AND BEYOND THE CHECKLIST ITEMS TO REVIEW THIS APPLICATION.

Each item and number corresponds to TRPA's *Master Checklist* available at our offices or online at www.trpa.org Click on "Permits & Documents" and look for the *Master Checklist* under "other documents." Refer to the *Master Checklist* for more information on any item.

PROJECT NAME: _____

CURRENT ASSESSOR'S PARCEL NUMBER (APN): _____

PREVIOUS ASSESSOR'S PARCEL NUMBER (APN): _____

Applicant TRPA

- | | | |
|-------|-------|---|
| _____ | _____ | 2. Complete Application with <u>original</u> signed authorization and checklist. |
| _____ | _____ | 3. Application Fee: Filing Fee: \$ <u>412</u> + Information Technology (IT) surcharge: \$ <u>88</u> = \$ <u>500</u> |
| _____ | _____ | 7. Site Plan: Minimum 18" x 24" on blackline or blue line print paper showing the following: |
| | _____ | a. All property lines and recorded easements. |
| | _____ | b. Map scale and north arrow. |
| | _____ | c. Assessor's Parcel Number (APN) and property address. |
| | _____ | d. Property owner's name. |
| | _____ | jj. Existing and proposed shorezone improvements. |
| _____ | _____ | 10c. Photographs (at least two) of the existing shoreline. |
| _____ | _____ | 48. Written project description. |