



**Documents for a Statutorily Complete  
Hydraulic Project Approval (HPA) Application  
Per Chapters [77.55 RCW](#) and [220-660 WAC](#)  
September 1, 2023**

The fastest way to get an HPA is to submit your application through WDFW's online [Aquatic Protection Permitting System \(APPS\)](#). APPS will walk you through the steps to apply for an HPA. Your review process begins once we receive your complete application. Alternatively, you may submit a hard copy of the [JARPA form](#) or [simplified HPA application](#), but it will take longer to process.

Required documents may change depending on project and site-specific conditions. For more information or assistance please contact your [local WDFW Habitat Biologist](#) or WDFW Hydraulic Permit Specialist at [HPAapplications@dfw.wa.gov](mailto:HPAapplications@dfw.wa.gov).

**WHEN SUBMITTING AN APPLICATION FOR AN HPA, PLEASE INCLUDE THE DOCUMENTS LISTED BELOW <sup>1</sup>**

PROJECT CATEGORY	PLAN VIEW <sup>2</sup>	CROSS-SECTION VIEW <sup>2</sup>	PROFILE VIEW <sup>2</sup>	LOCATION OF MHHW OR OHWL <sup>3</sup>	SEPA <sup>4</sup>	COMMENTS
Aquatic Plant Control (For work not covered in the <a href="#">Aquatic Plants Pamphlet</a> )	X				X	
Bank Protection – Freshwater	X	X	X	X	X	
Bank Protection – Saltwater	X	X	X	X	X	Plans require benchmark(s) with horizontal distances and compass headings from each reference point on the waterward face of the bulkhead.
Barge Landing	X		X	X	X	Plans should clearly show the barge's dimensions, its location on the beach, and water depth.
Beach Stairs – Foot Access	X	X	X	X	X	
Beaver Dam Modification	X				X	Pond-levelers in beaver ponds require cross-section, profile, and OHWL. Photos of the worksite are recommended.
Boat Ramp and Launch	X	X	X	X	X	
Buoy	X	X		X	X	Identify MLLW in marine waters.

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Channel Realignment	X	X	X	X	X	
Water Diversion Structure	X	X	X	X	X	
Dock Maintenance or Repair	X		X	X	X	Repairs must describe the square footage of dock repair and/or the number of piles for repair. Photos of the worksite are recommended.
Dredging	X	X	X	X	X	
Fish Screen Maintenance	X				X	Replacement projects must describe screen specifications including mesh size. Photos of the worksite and fish screen are recommended and may satisfy the plan view requirement.
Fish Trap	X				X	Typical drawings or a schematic diagram showing the type of trap are required.
Fishways	X	X	X	X	X	
Garbage/Debris Removal	X				X	Photos or a vicinity map of the worksite(s) are recommended and may satisfy the plan view requirement.
Gravel Extraction	X	X	X	X	X	
Habitat	X	X	X	X	X	
Mineral Prospecting (For work not covered under the <a href="#">Gold and Fish Pamphlet</a> )	X				X	Project plans must indicate upstream and downstream extents to ensure that the location is no greater than the registered mining claim or if not on a claim, no greater than 1,300 linear feet of stream. Proof of <a href="#">NPDES</a> permit from Ecology is required for any motorized or gravity siphon mineral prospecting.

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Other	X	X	X	X	X	
Outfall Structure	X	X	X	X	X	
Overwater Structure	X		X	X	X	
Repositioning Large Wood	X				X	Photos of the worksite are recommended.
Road Maintenance Work	X	X	X	X	X	
Scientific Instruments (Some scientific instrument projects do not require an HPA per WAC 220-660-040)	X				X	Photos or a vicinity map of the worksite(s) are recommended and may satisfy the plan view requirement. Additional documents may be required depending on the scope and scale of your project.
Trenchless Conduit	X	X	X	X	X	Either cross-section or profile view may work. Must show the depth of conduit below the channel bed and the setback distance of boring pits from stream banks.
Utility Crossing (Some utility crossings attached to bridge structures do not require an HPA per WAC 220-660-270)	X	X	X	X	X	
Water Crossing Structure	X	X	X	X	X	
Water Surface Control	X	X	X	X	X	

ADDITIONAL REQUIRED DOCUMENTS	
Agent Authorization Form	Required if the Applicant and Agent listed on the online application are different.
Consent of Property Owner Form	Required if the Applicant and Property Owner on the online application are different. Required for each property owner. This form is not required for work on public lands.
List of Property Owners	Required when the proposed project occurs on multiple properties.
Supplemental Application Form	Applicants seeking streamlined processing under the <a href="#">Fish Habitat Enhancement Project (FHEP)</a> and <a href="#">Habitat Recovery Pilot Program (HRPP)</a> also require a complete supplemental application form.

<sup>1</sup> This table does not cover General HPAs. General HPAs are considered on a case-by-case basis to determine what documents are needed. Apply for a pre-application through WDFW's online [Aquatic Protection Permitting System \(APPS\)](#) or contact your [local WDFW Habitat Biologist](#) for additional information.

<sup>2</sup> WDFW offers many [project resources online](#) for preparing your complete application including example drawings and checklists for common hydraulic projects.

<sup>3</sup> **Mean Higher High Water (MHHW)** means the tidal elevation obtained by averaging each day's highest tide at a particular location as determined by NOAA. It is measured from Mean Lower Low Water (MLLW), which is a reference datum used to delineate waters of the state in saltwater areas. **Ordinary High Water Line (OHWL)** means the mark on the shores of all water that will be found by examining the bed and banks and ascertaining where the presence and action of waters are so common and usual, and so long continued in ordinary years as to mark upon the soil or vegetation a character distinct from the abutting upland. Provided, that in any area where the OHWL cannot be found, the OHWL adjoining saltwater is the line of MHHW and the OHWL adjoining freshwater is the elevation of the mean annual flood.

<sup>4</sup> Notice of compliance with any applicable requirements of the **State Environmental Policy Act (SEPA)** is required as part of a complete HPA application unless otherwise provided in Chapters 77.55 RCW or 220-660 WAC, WAC 197-11-800, or WAC 197-11-835.