



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF ENVIRONMENTAL SERVICES  
LAND RESOURCES MANAGEMENT  
WETLANDS BUREAU

29 Hazen Drive, PO Box 95, Concord, NH 03302-0095  
Phone: (603) 271-2147 Fax: (603) 271-6588

Website: <http://des.nh.gov/organization/divisions/water/wetlands/index.htm>



## Application for NH Culvert Maintainer Recertification

<b>1. APPLICANT INFORMATION</b>			
LAST NAME, FIRST NAME, M.I: <input type="text"/>		PE LICENCE #(if applicable): <input type="text"/>	
ADDRESS: <input type="text"/>	TOWN/CITY: <input type="text"/>	STATE: <input type="text"/>	ZIPCODE: <input type="text"/>
PHONE: <input type="text"/>	FAX: <input type="text"/>	EMAIL: <input type="text"/>	
<b>2. EMPLOYER INFORMATION</b>			
MUNICIPAL OR STATE EMPLOYER: <input type="text"/>		ADDRESS: <input type="text"/>	
TOWN/CITY: <input type="text"/>	STATE: <input type="text"/>	ZIPCODE: <input type="text"/>	
PHONE: <input type="text"/>	FAX: <input type="text"/>	EMAIL: <input type="text"/>	
<b>3. ACKNOWLEDGEMENTS</b>			
By initialing each item and signing below, the applicant is certifying that:			
<input type="checkbox"/> I am aware that this recertification applies only for culverts 48" and smaller;			
<input type="checkbox"/> I am aware that this recertification does not apply to culverts that have a history of being overtopped;			
<input type="checkbox"/> I am aware that this recertification does not apply to culverts within 100ft of a prime wetland or within ¼ mile of a designated river;			
<input type="checkbox"/> I will follow Best Management Practices (BMPs) as set forth in " <u>Best Management Practices for Routine Roadway Maintenance Activities in New Hampshire (August 2001)</u> ";			
<input type="checkbox"/> I am aware that BMPs can be found at: <a href="http://des.nh.gov/organization/divisions/water/wetlands/documents/roadway_bmp.pdf">http://des.nh.gov/organization/divisions/water/wetlands/documents/roadway_bmp.pdf</a>			
<input type="checkbox"/> I will comply with the attached General Routine Roadway and Railway Maintenance Conditions			
<input type="checkbox"/> I will submit the required quarterly reports to the Dept. of Environmental Services;			
<input type="checkbox"/> I acknowledge that training for this program is provided by an approved training provider, and that detailed materials are available from Dept. of Environmental Services and the approved provider			
<input type="checkbox"/> All Information provided in this application is true and correct			
<b>4. RECERTIFICATION</b>			
I _____, hereby certify that I have successfully completed an approved refresher training program and exam and/or am a duly licensed Professional Engineer in the state of New Hampshire in good standing and with appropriate knowledge to oversee culvert maintenance projects.			
<b>5. SIGNATURE</b>			
<input type="text"/>			DATE: <input type="text"/>

**Affix PE stamp to this document if applying for recertification with PE Credentials**





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# GENERAL ROUTINE ROADWAY AND RAILWAY MAINTENANCE CONDITIONS

Do not submit this sheet with your application, but keep it for your reference.

All Routine Roadway and Railway Maintenance Activities are subject to the following general conditions:

1. Surface water quality degradation shall not occur as a result of this work. Siltation, erosion and turbidity controls shall be installed in accordance with the *Best Management Practices for Routine Roadway Maintenance Activities*, maintained to ensure that there is no water quality degradation, and removed once the area is stabilized.
  2. Work shall not involve movement of tracked or wheeled equipment into or through surface waters or wetlands, but only on dry or frozen ground.
  3. Dredged material shall be placed out of RSA 482-A (DES Wetlands Bureau) jurisdiction -- those wetlands, seasonal or perennial surface waters, and other areas protected under RSA 482-A including uplands adjacent to prime wetlands, upland tidal buffer zone, flats, sand dunes, and banks of surface water bodies.
  4. Work within surface waters shall be done "in the dry" either during periods of low water or behind appropriately designed temporary diversions such as sandbag cofferdams, and installed in accordance with the Roadway BMPs.
  5. No work shall occur on land not owned by the activity sponsor without a release from all owners of property that will be impacted. A copy of the property owner release shall be provided to DES along with the Notification form.
  6. All work shall be done in accordance with the Shoreland Water Quality Protection Act (SWQPA), and shall not involve removal of trees from areas within SWQPA jurisdiction.
  7. No work shall be done in or adjacent to municipally designated prime wetlands, in bogs, marshes, tidal wetlands, undisturbed tidal buffer zone, flat, or sand dunes or in any jurisdictional area within a quarter- mile of a New Hampshire designated river.
- **Designated Prime Wetland:** A wetland designated by a municipality for special protection in accordance with Chapter Wt 700 of the wetlands rules. Projects in or adjacent to prime wetlands are classified as major projects. The Notification form cannot be used for any activities in or adjacent to prime wetlands. If you are not sure whether or not the project in a community with prime wetlands, please call the DES Wetlands Bureau at (603) 271-2147. Check with the municipal office specific locations of these wetlands. As of the date of this application, municipalities with designated prime wetlands are:

Atkinson	Brentwood	Center Harbor	Fremont	Hampton
Hampton Falls	Hillsborough	Pelham	Portsmouth	Salem



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## INSTRUCTIONS

**Do not submit this sheet with your application, but keep it for your reference.**

This application is for use by NH Municipal or State employees who have successfully completed an approved training program and exam and/or are New Hampshire Licensed Professional Engineers who wish to become certified as outlined in RSA 482-A:3, XVII through XIX. All activities under this recertification must be in accordance with *Best Management Practices for Routine Roadway Maintenance Activities in New Hampshire* (2001) (Roadway BMP manual) and DES administrative rules Wt 101 and 303.05(q). Most of these activities are considered minimum impact projects under the DES rules for classification of projects. RSA 482-A:3, XVII through XIX. Those individuals who are certified culvert maintainers to maintain, repair, replace, or modify culverts up to a maximum diameter of 48 inches, or the hydraulic equivalent, as long as the structure can pass flows from the contributing watershed without causing damage to upstream or downstream properties, and in accordance with best management practices to protect water quality, without prior notification to the department. Certified individuals must file a quarterly work summary to the Department of Environmental Services.

1. You may obtain a copy of the Roadway BMP manual by using the following link:  
[http://des.nh.gov/organization/divisions/water/wetlands/documents/roadway\\_bmp.pdf](http://des.nh.gov/organization/divisions/water/wetlands/documents/roadway_bmp.pdf), or contacting NH DOT, 7 Hazen Drive, Concord, NH 03301, (603) 271-3734; or from the DES Public Information and Permitting Unit, (603) 271-2975.
2. The Applicant Shall complete the application and mail it to the Department of Environmental Services:
  - Wetlands Bureau  
NH Department of Environmental Services  
Attn: Culvert Maintainer Recertification  
PO Box 95  
Concord, NH 03302-0095
3. The applicant shall wait until receiving notification from DES that their application has been processed and is accepted before completing any work under this recertification program.
4. It is the applicant's responsibility to familiarize him or herself with the applicable best management practices, and rules of the recertification and to comply with them accordingly.