



ALASKA'S AQUATIC FARM PROGRAM Joint Agency Aquatic Farm Amendment Request Form



INSTRUCTIONS



1. Answer applicable questions to help describe your amendment proposal using the blanks provided.
2. If additional pages are needed, make sure you write the corresponding question number from the amendment form on the appropriate page(s).
3. Type or print answers clearly in black ink.
4. An agent cannot sign the amendment request form for the applicant; the applicant must submit the joint-agency amendment request form with an original signature.
5. **Amendment Fee:** An amendment fee for individuals and for corporations is required to be paid to Department of Natural Resources (ADNR) for amending an aquatic farm lease only for significant changes in your farm operation. Please contact ADNR prior to submitting your Amendment Request to discuss your request to see whether or not the fee will be required. See current Director's Fee Order for applicable fees.
6. If applicable - **Survey Fee:** If your proposed amendment request involves adding acres to your existing site to use for on-bottom clam farming techniques, Alaska Department of Fish and Game (ADF&G) will need to conduct a survey on that acreage to determine the abundance of wild stock shellfish at the proposed site. The fee for the survey is \$2,000 for an intertidal on-bottom site and \$5,000 for a subtidal on-bottom site. Mail a separate check for this survey, made out to ADF&G, and submit it along with the completed application packet.
7. Mail the completed joint-agency amendment request form and the applicable fees to:

Department of Natural Resources
Aquatic Farm Program
550 W. 7th Avenue, Suite 1360
Anchorage, AK 99501-3557
8. A matrix was developed to summarize the types of aquatic farm amendments and requirements and can be found at <http://www.cf.adfg.state.ak.us/geninfo/enhance/maricult/amendment%20matrix.pdf>. Review the matrix to find out what agencies are required to review your proposed amendment request, what forms need to be used, the submittal period, and the review time for the amendment.

For assistance completing the joint-agency amendment request form, please call ADNR at (907) 269-8543, Cynthia Pring-Ham (ADF&G) at (907) 465-6150, Lorraine Vercesi (ADF&G) at (907) 465-6423, or David Petree (ADF&G) at (907) 465-6122.

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For Office Use Only

DATE STAMP:



JOINT-AGENCY

AMENDMENT

REQUEST FORM

For use in amending the aquatic farm lease and operation permit authorizations.

A. LEASE/PERMIT HOLDER INFORMATION

ADNR Lease ADL No. _____
ADNR/DCOM No. _____

AFOP DFG --- _____ --- AF --- _____

Lease/ Permit Holder Name _____

Email Address _____

Mailing Address (PO Box or Street Address) _____

Phone _____ Cell Phone _____

City _____ State _____ Zip _____

B. PROPOSED AMENDMENT

CHECK MODIFICATIONS THAT APPLY

Modify aquatic farm site boundaries/location

AND

- Increase Area
- Reduce Area
- Move farm boundaries

Add or significantly¹ modify support facility.

Other² _____

INFORMATION REQUIRED FOR REVIEW

- Sections: A, B, C, and D
- Site Plan Map
- Updated 10-Yr. Operation and Development Plan Part A and B (if production changes or species added)
- Abbreviated Coastal Consistency Evaluation Form (if new area)

- Section E (if floating facility)
- Sections E & F (if upland facility)
- Site Plan Map with location of support facility
- Detailed drawing of facility
- Cross-sectional diagram of support facility

Dependent on amendment request.

¹ Significant modifications include changes that increase obstructions to navigation or to other public uses.

² Other includes production changes or species added if associated with changes to farm site boundary/location.

C. AMENDMENT DESCRIPTION

On a separate piece of paper, please provide a general description of your proposed amendment. Your narrative should match the information you provide throughout the rest of the amendment request form. It will be used by state and federal agencies and the public for comment and review. **Be sure to label your narrative, "AMENDMENT DESCRIPTION"**

You may wish to use the following check-off list to assure all items are covered in your amendment description.

- Site Location Modifications
 - New Dimensions and calculated area (acres) for each parcel being amended and total area (acres) of farm after amendment
 - New Support Facility(ies) – caretaker, storage or processing facilities, work rafts, etc.
 - Construction materials of new Support Facilities and Equipment – note: all floating raft structures should use non-treated wood supported by closed cell (extruded) expanded polystyrene or equivalent material
- If different from original project:
- species – e.g. Pacific oysters, littleneck clams, geoducks, blue mussels, aquatic plants, etc.
 - Culture Method – e.g. subtidal suspended culture, intertidal near-bottom culture, intertidal on-bottom culture, or subtidal on-bottom culture
 - Gear (type, size, number, configuration, material, mesh size) - e.g. floating bags, trays (plastic), cages (metal), lantern nets (5 or 10 tiers), flip-flop bags, vexar bags, PVC tubes, predator netting or any other predator exclusion devices, and harvest equipment.
 - Equipment – e.g. grow-out rafts, longlines, buoys, etc.
 - Other - anything else that may change from the original project due to the amendment request proposal

D. REQUEST FOR SITE BOUNDARY/LOCATION MODIFICATIONS (if applicable)

1. Site Coordinates - If this amendment request involves modifying the farm site boundaries, please provide new latitude and longitude coordinates for each corner of each parcel at the farm site that you are requesting to modify. Parcel designation (no and name) must be the same as in the original lease/permit if modifying existing parcels. Use similar naming convention for any new parcels being added. Latitude and longitude coordinates must be in NAD83 datum using degrees and decimal minutes format to the nearest .001 minute (Example: Longitude -133° 17.345), obtained using a Global Positioning System (GPS). ADF&G can provide a handheld GPS unit, with a \$100 security fee. Contact the Juneau ADF&G office at (907) 465-6150 for details. Note: Use additional pages and similar format below if you need.

Parcel ____:	NE Corner No. 1: Latitude _____	Longitude _____
	SE Corner No. 2: Latitude _____	Longitude _____
	SW Corner No. 3: Latitude _____	Longitude _____
(e.g. Grow-out Area)	NW Corner No. 4: Latitude _____	Longitude _____

Parcel ____:	NE Corner No. 1: Latitude _____	Longitude _____
	SE Corner No. 2: Latitude _____	Longitude _____
	SW Corner No. 3: Latitude _____	Longitude _____
(e.g. Hardening Area)	NW Corner No. 4: Latitude _____	Longitude _____

Parcel ____:	NE Corner No. 1: Latitude _____	Longitude _____
	SE Corner No. 2: Latitude _____	Longitude _____
	SW Corner No. 3: Latitude _____	Longitude _____
(e.g. Support Facility Area)	NW Corner No. 4: Latitude _____	Longitude _____

2. Site Size

Number of acres in current lease/permit: _____ Number of acres to be added _____ or reduced _____

Please compute farm area using the instructions below:

- To compute the total area (sq. ft), multiply the width (ft) by the length (ft) of site Parcel 1. The outside length and width of the Parcel **must include your anchors and anchoring system plus any scope.**
- Divide the area (sq. ft) of Parcel 1 by 43,560, to convert the area from sq. ft to acres.
- Repeat for each separate Parcel of your proposed farm site.
- Add the acres of each Parcel to get the total tideland acres for your proposed farm site.
- Write the amount of Total Acres on the line where indicated.

Parcel ___: $\frac{\text{feet (x)}}{\text{(Width of Parcel)}} \times \frac{\text{feet}}{\text{(Length of Parcel)}} = \frac{\text{square feet}}{\text{(Area)}} \div 43,560 = \frac{\text{Acres}}{\text{(Acres)}}$

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Total acres of state-owned tidelands with amendment modifications (add all parcel acres): _____
 *Note that the number of acres must correspond to your farm site maps and drawings. **(Total Acres*)**

3. Site Plan Map - Provide a site map showing an overhead view of the modified farm site, surrounding area, and the information listed below (See Figure 1). Copies of the maps and drawings should be no larger than 8½" x 11" (standard letter size). A legend box must be on all maps and diagrams you provide with your amendment request (see example below):

Figure No. and Title
 Applicant Name (Business Name)
 Waterbody
 Area/Region
 Today's Date

- Draw the boundaries of each parcel and clearly label all corners (NE, SE, SW, and NW). Indicate, in feet, the distance between corners of each parcel and all in-water structures and anchoring systems. Be sure that all anchoring systems and anchor scope are inside the farm boundary.
- Indicate acres of each parcel. The total area should correspond to the total acreage you are proposing to use for your farm.
- Indicate and label all equipment and support facilities including dimensions, in feet, that you propose to use within the modified farm area boundaries (i.e. grow-out rafts, longlines, buoys, work rafts, docks, processing rafts, caretaker facilities, etc.).
- Indicate areas of eelgrass beds (intertidal culture or hardening areas), and kelp beds (subtidal zone).
- If applicable, indicate fuel and chemical storage.
- Draw in nearby anadromous (i.e. salmon) streams. A Catalog of Anadromous Streams can be obtained from a local Fish and Game, Division of Habitat and Restoration office or via the web at: <http://www.sf.adfg.state.ak.us/SARR/AWC/index.cfm/FA/maps.interactive>.
- Indicate major natural and man-made features on or proposed for the site.
- Indicate the bottom characteristics (sand, mud, silt, clay, bedrock, cobble, shells, rockweed, and algae/seaweed).

E. REQUEST FOR SUPPORT FACILITIES (if applicable)

1. Your proposed floating personnel/caretaker housing is located on (mark one) a leased site ___ or new acreage ___
2. The proposed personnel/caretaker housing size (in feet) will be: ___ (width) ___ (length) ___ (height)
 (Please attach cross sectional diagrams/drawings (Figure 2) with labels clearly showing the personnel/caretaker housing.)
3. What would be the maximum number of people housed per day? _____ (Needed for USACE)
4. Will there be any sewage discharge from any the personnel/caretaker housing? Yes No
 (Note: To ensure that your growing area can meet water quality standards and be classified by Alaska Department of Environmental Conservation (ADEC), no sewage discharge from a facility will be allowed within 300 feet from the boundary of a ADEC classified growing area. All other discharges will be evaluated separately by ADEC.

Annual rent for associated housing facilities will be determined by fee schedule, reviewed every two years by the Department of Natural Resources Appraisals Section to comply with the two-year age provision of AS 38.05.840. You may stay a maximum of 14 consecutive days at your site on state-owned uplands or tidelands without applying for personnel/caretaker housing.

F. REQUEST FOR NEW UPLAND PROPERTY (if applicable)

1. If you are applying for new state owned uplands for support facilities, how many total upland acres are you applying for? _____ (total upland acres).
2. Do you currently lease upland property adjacent to, or near, the current farm site conjunction with your proposal?
Yes No If Yes, attach a copy of ownership deed or lease.
3. If you are the adjacent upland owner, are you applying for a preference right under 11 AAC 63.040(f)?
Yes No
4. Please provide names and addresses of upland owners on each side of your proposed farm site. **This information may be obtained through borough/city property tax records, state, or federal land records.** Note: all adjacent upland owners within one-half mile on each side of your proposed farm site **must** be notified.

UPLAND OWNER(S)	ADDRESS
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5. Are you proposing to use an outhouse and septic systems on the upland property? Yes No
 Outhouse and septic systems must maintain a minimum 100-foot horizontal separation distance from surface waters and a minimum 4-foot vertical separation distance from the high ground water table. Additional information may be required by DEC depending on the type and complexity of the wastewater system proposed. Contact the DEC Shellfish Program Coordinator at (907) 269-7638.

G. AS 38.05.035(a) authorizes the director to decide what information is needed to process an application for the sale or use of state land and resources. This information is made a part of the state public land records and becomes public information under AS 40.25.110 and 40.25.120 (unless the information qualifies for confidentiality under AS 38.05.035(a) (8) and confidentiality is requested, AS 43.05.230, or AS 45.48). Public information is open to inspection by you or any member of the public. A person who is the subject of the information may challenge its accuracy or completeness under AS 44.99.310, by giving a written description of the challenged information, the changes needed to correct it, and a name and address where the person can be reached. False statements made in an application for a benefit are punishable under AS 11.56.210. In submitting this form, the applicant agrees with the Department to use "electronic" means to conduct "transactions" (as those terms are used in the Uniform Electronic Transactions Act, AS 09.80.010 – AS 09.80.195) that relate to this form and that the Department need not retain the original paper form of this record: the department may retain this record as an electronic record and destroy the original.

H. APPLICATION SIGNATURE BLOCK

AQUATIC FARM AMENDMENT SIGNATURE

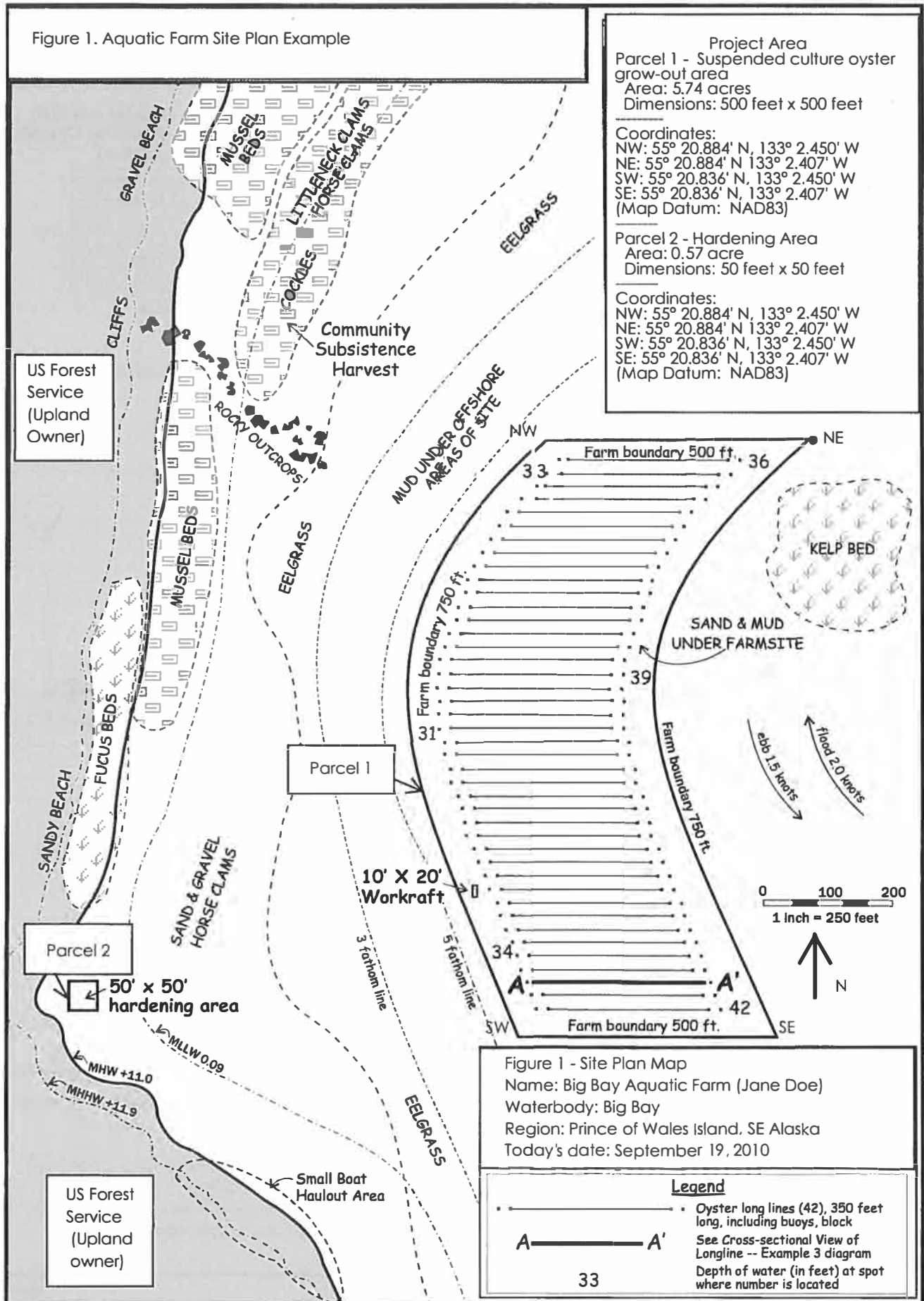
The information contained in this aquatic farm amendment request form is true and complete to the best of my knowledge.

This certification statement does not provide authorization necessary to sell my product. I understand I must separately apply for and hold a Growing Area Certification and a Harvesters Permit from the Department of Environmental Conservation.

Printed Name _____

Signature of Lessee/Permit Holder _____ **Date** _____

Figure 1. Aquatic Farm Site Plan Example



Project Area
 Parcel 1 - Suspended culture oyster grow-out area
 Area: 5.74 acres
 Dimensions: 500 feet x 500 feet

Coordinates:
 NW: 55° 20.884' N, 133° 2.450' W
 NE: 55° 20.884' N, 133° 2.407' W
 SW: 55° 20.836' N, 133° 2.450' W
 SE: 55° 20.836' N, 133° 2.407' W
 (Map Datum: NAD83)

Parcel 2 - Hardening Area
 Area: 0.57 acre
 Dimensions: 50 feet x 50 feet

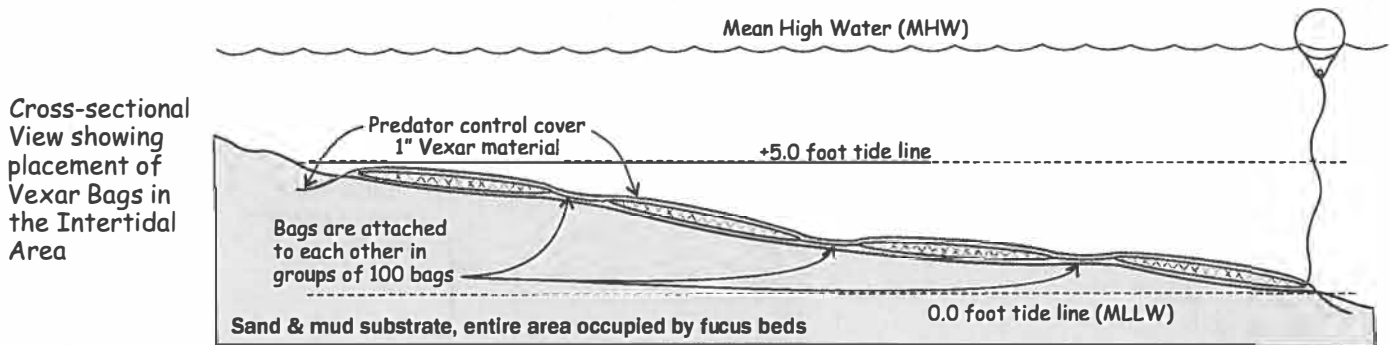
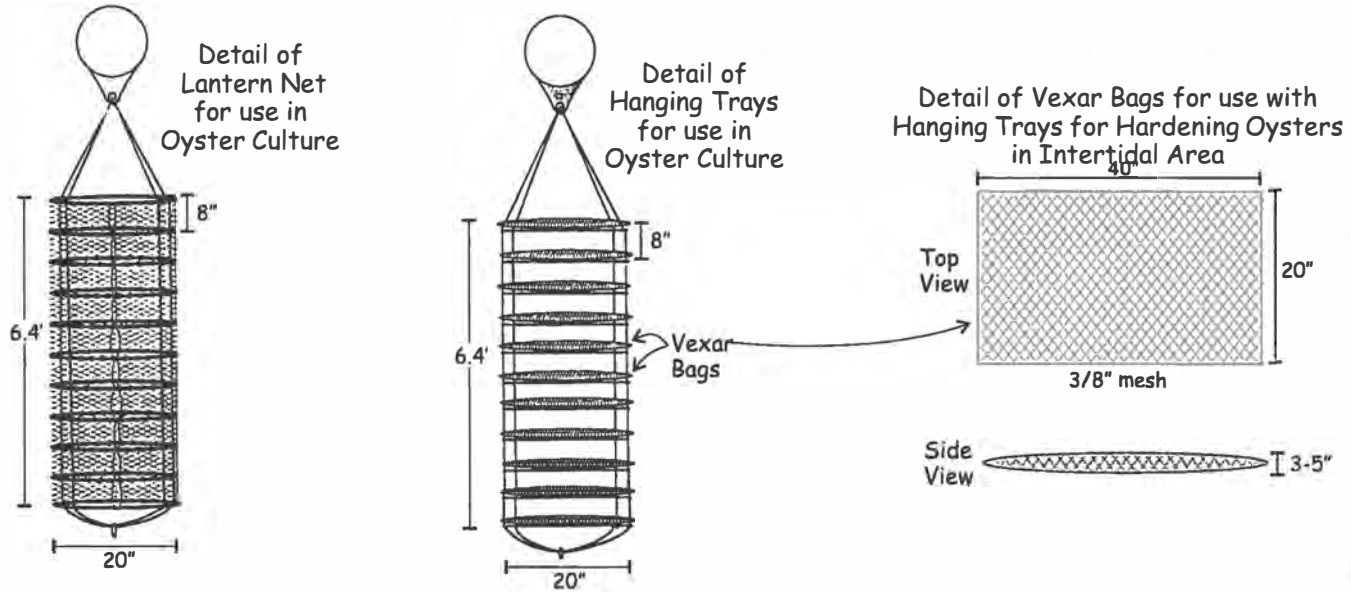
Coordinates:
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 SE: 55° 20.836' N, 133° 2.407' W
 (Map Datum: NAD83)

Figure 1 - Site Plan Map
 Name: Big Bay Aquatic Farm (Jane Doe)
 Waterbody: Big Bay
 Region: Prince of Wales Island, SE Alaska
 Today's date: September 19, 2010

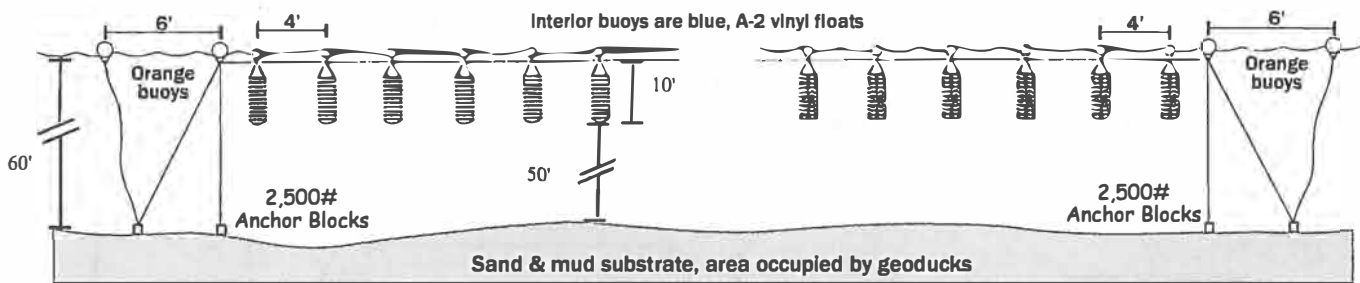
Legend

- Oyster long lines (42), 350 feet long, including buoys, block
- See Cross-sectional View of Longline -- Example 3 diagram
- Depth of water (in feet) at spot where number is located

Figure 2. Aquatic Farm Cross-Sectional Diagrams and Drawings Examples



A - A': Cross-sectional view of Longline for suspended Lantern Nets & Hanging Trays



Cross-sectional View of Hardening Site

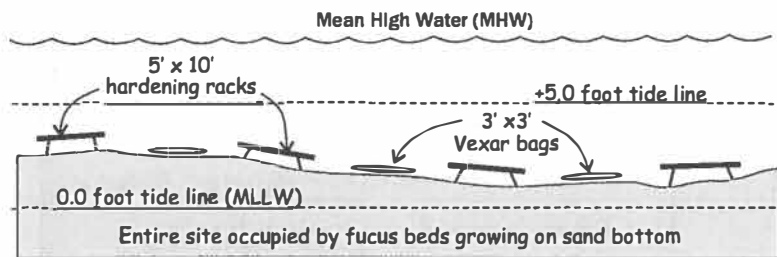


Figure 5 - Detailed Cross-sectional Diagrams and Drawings

Name: Big Bay Aquatic Farm (Jane Doe)
 Waterbody: Big Bay
 Region: Prince of Wales Island, SE Alaska
 Today's date: September 19, 2010