

# APPLICANT GUIDE



## Section 408 Review

In order to construct any project within the boundary of the federal levee right-of-way, an applicant must obtain authorization pursuant to Section 14 of the Rivers and Harbors Act of 1899 and codified in 33 USC 408 (commonly referred to as "Section 408"). Section 408 authorizes the U.S. Army Corps of Engineers (USACE) to grant such permission if the proposed project does not pose a risk to the public interest and will not impair the usefulness of the federally authorized project.

### What is typically involved?

The scope of a 408 review depends on the scale of the project but typically includes:

- 1 Pre-App (Alteration Determination)
- 2 Pre-coordination meeting
- 3 Project schedule (mutually agreed to)
- 4 Submitting required documentation
- 5 USACE technical review (District level)
- 6 Summary of Findings (CDID#1/applicant)
- 7 USACE Division or HQ review (if needed)
- 8 Coordination with CDID#1
- 9 Post-permission oversight

### What else do I need?

Certain other documents may be required in order to consider your application complete. Other types of common required documents include the following:

- Technical Analysis and Design
- Hydrologic System Analysis
- Environmental Review
- Cultural Review (Section 106)
- Real estate documents (title, easements)
- Peer Review (Large 408 only)
- O&M Manuals

### Do I need to submit detailed drawings?

Drawings must be developed to facilitate review of the project in accordance to the USACE, Portland District guidelines found in their PDR 1130-2-5 publication, Levee Encroachments Standards and Procedures. The following checklist is intended to help applicants who are creating project drawings and preparing submittals as part of the Section 408 review process.



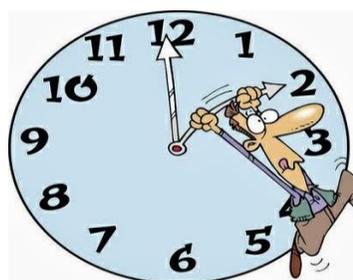
### GENERAL DRAWING REQUIREMENTS.....

- Horizontal datum must be NAD 83 Washington State Plane Coordinates
- Vertical datum must be NAVD 88
- Title block must indicate project name, drawing number, date and name
- Use best practices for engineering drawings (scale, north arrow, legend)
- Include sheet notes describing the proposed project and scope of work
- Indicate the physical project location, address and parcel number
- Provide details about proposed construction methods and materials
- Include material specifications (pipe, bedding, backfill, seeding, etc).
- Identify reference sources (Auditor File Number, USACE document, etc).
- Include vicinity map
- Drawings should be to-scale
- Include plan and profile (cross-sectional) views

### Who can I call for help?

Amy Blain, District Manager  
360.423.2493  
[amy.blain@cdid1.org](mailto:amy.blain@cdid1.org)  
CDID#1 Main Office location  
5350 Pacific Way, Longview WA 98632

### How long does it take to get a permit?



Once an application is submitted, the USACE has 30 days to determine whether it is complete. If incomplete, the clock starts over. Most projects will fall under a "Small 408" and USACE has 90 days from the time they receive a **complete** package to complete the 408 review and issue a decision. Large 408 projects can take 1-3 years.

# Section 408 Review

## What is the review process?

**Step 1:** Alteration Determination

**Step 2:** Small 408 review (most common)

*Examples include: fencing, road or utility crossing, soil borings, monitoring wells*

**Step 3:** Large 408 review (if needed)

*Examples include: levee breaching, channel dredging, levee raise or cut, beach armoring*

## What else do I need to know?

A 408 review checklist includes other navigational, environmental and cultural concerns including but not limited to:

- o Impacts to channel sedimentation
- o Potential to alter channel alignment
- o Proximity to wetlands or waters of the US
- o Threatened or endangered species
- o Impacts to historic buildings
- o Presence of archaeological sites
- o Potential for public controversy
- o Land ownership
- o Need for other regulatory permits
- o Impacts to levee access or maintenance

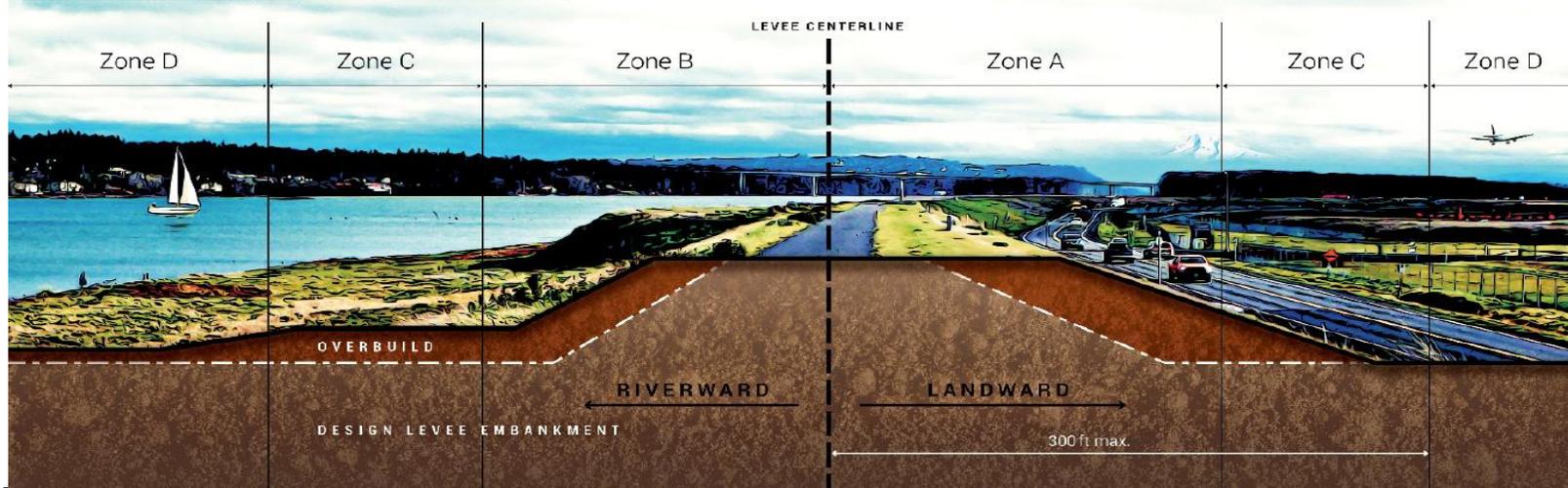
## What needs to be included in Plan View Drawings?

- Levee centerline and USACE right of way boundary
- Major levee stationing marks in USACE and CDID#1 Flood Fight format
- Roadways, property lines, easements and public right of way boundaries
- Drainage features such as ditches, drains, sloughs, wetlands and rivers
- Location and extent of proposed project elements including staging areas
- Alignment and reference to cross sections included in profile view
- Aerial image background (preferred)

## What needs to be included in Profile View Drawings?

- Levee stationing marks in USACE and CDID Flood Fight format
- Existing ground surface elevation
- Proposed project including area of impact and limits of excavation
- 1952 design levee elevation (1894 flood plus 5-ft per drawing CL-05-16/14)
- Levee prism (typically 20' top with 3:1 riverward and 6:1 landward slopes)
- Label the 100-year flood elevation
- Delineate restriction zones A through D (see Figure below)
- Position the levee centerline at the zero mark of cross-section stationing

Figure 1: Illustration of Levee Cross-Section



## References

Procedure for reviewing Section 408 requests is contained in USACE Engineering Circular 1165-2-220, 10 September 2018.

Download at [https://www.publications.usace.army.mil/Portals/76/Publications/EngineerCirculars/EC\\_1165-2-220.pdf](https://www.publications.usace.army.mil/Portals/76/Publications/EngineerCirculars/EC_1165-2-220.pdf)

## What design standards apply?

1. USACE Levee Encroachment Standards and Procedures, PDR 1130-2-5, 17 March 1980
2. USACE Engineering and Design - Design and Construction of Levees EM 1110-2-1913, 30 March 2000
3. USACE Engineering and Design - Conduits, Culverts and Pipes EM1110-2-2902, 31 March 1998
4. USACE Engineering and Design - Drilling in Earth Embankment Dams and Levees, ER 1110-1-1807, 31 December 2014