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From: Soil & Water Conservation Program
Sent: Wednesday, July 10, 2019 3:32 PM
To: Soil & Water Conservation Program; DNR.Soil and Water Conservation Districts staff
Cc: DNR.SWC Staff
Subject: C650 Streambank Stabilization Screening and Procedure Documents
Attachments: Streambank Protection Project Procedures.pdf; Missouri Soil and Water Streambank Protection Pre-Screening Tool #1.pdf; Missouri Soil and Water Streambank Protection Pre-Screening Tool #2.pdf

Attached are several documents for SWCDs to follow when planning C650 Streambank Stabilization practices.

The Streambank Protection Project Procedures document has different procedures to use based on the entity the project is being planned and designed by, i.e. 1) Soil and Water Conservation District Engineer or Natural Resources Conservation Service, 2) Missouri Department of Conservation, or 3) Private Engineer.

Also attached are two different Pre-Screening Tool documents. Districts should start with Pre-Screening Tool #1; as questions are answered on page 2 of that document, you will be directed to Pre-Screening Tool #2 when needed.

Thank you to NRCS and the district engineers for development of these documents to assist districts with the C650 Streambank Stabilization Practice.

Thank you!!
Soil & Water Conservation Program

Streambank Protection Project Procedures

The process for managing funding requests related to the C650 Streambank Stabilization practice should follow the standard procedures for State Cost-Share funded projects. The main difference is the management of the technical assistance for the design of the projects which can be provided by the Missouri Department of Conservation (MDC), a Soil and Water Conservation District (SWCD) engineer, the Natural Resources Conservation Service (NRCS), or a private Missouri Licensed Professional Engineer with significant streambank experience. *Prior to starting this work, it is recommended the SWCD determine if funding has been allocated for the Sensitive Area Resource Concern category and if funding is available for the project.*

SWCD Engineer or NRCS

If a landowner decides to use a SWCD project engineer or NRCS for a C650 project:

The SWCD will be responsible for:

1. Completing the Missouri Soil and Water Streambank Protection Screening Tool.
2. Contacting and providing the proper information to the NRCS Area Engineer if a "High" ranking is achieved from the screening tool.*
3. Updating the landowner's Conservation Plan, completing the Environmental Evaluation Worksheet CPA-52 form, and keeping the project Conservation Assistance Notes, NRCS-CPA-6 updated in Toolkit.
4. Being the liaison between the landowner and the project engineer.
5. Obtaining verification to proceed from the landowner and working with the district board for a tentative approval. **
6. Generating and completing project contracts, payment forms and MoSWIMS entries, etc.
7. Assisting the project engineer in arranging site visits and in conducting site evaluations, surveys, and other information as requested by the project engineer.
8. Providing construction layout, inspections and the final inspection as appropriate based on engineering job approval authority.

*To proceed with the project, the SWCD will contact the local NRCS Area Office and provide the basic project information along with the completed Missouri Soil and Water Streambank Protection Screening Tool to the Area Engineer. The NRCS Area Engineer will complete form MO-ENG-C-111 and submit this form to the NRCS State Engineer for assignment. Once assigned, the project engineer will contact the SWCD to arrange a site visit. The timing of this site visit will be dependent on weather and stream site conditions.

**Once the information from the initial site visit has been passed on to the landowner, and the landowner decides to proceed with the project and use the SWCD engineer's technical assistance service, it is recommended the project be presented to the SWCD board for commitment to work with the landowner.

The project engineer will be responsible for:

1. An initial site visit after submittal of the MO-ENG-C-111 form.
2. Notifying the SWCD of the results from the initial site visit. If any issues are noticed during the site visit, these will be provided to the SWCD to be passed on to the landowner. If there are no major issues with the site, the project engineer will provide the SWCD with a generalized cost

estimate for the complete project to allow the landowner to decide whether to proceed or cancel the project.
3. Conduct a detailed site evaluation with the assistance of the SWCD.
4. Provide design alternative(s) to the landowner with an estimated project cost.

All technical assistance provided to SWCDs will be subject to stream and weather conditions as well as personnel workloads.

The landowner will be responsible for:

1. Submittal of the Landowner Authorization and Vendor forms to the SWCD.
2. Providing the project engineer and SWCD personnel access to the site and surrounding areas for the purpose of a stream evaluation, surveying, and design of the project.
3. Obtaining all federal, state, and local permits, approvals, and site reviews prior to starting construction.
4. Providing the SWCD with any pertinent information related to the project site such as property lines and boundaries, easement information and locations, etc. This may include hiring a licensed land surveyor to identify boundary locations for design purposes at the site as requested by the technical personnel.
5. Providing the SWCD with receipts needed for determination of technical components and extents when the project is complete.

Missouri Department of Conservation (MDC)

MDC may be able to offer assistance in their priority watersheds. If the landowner decides to use MDC to design and provide construction oversight for a C650 project and receive funding through a SWCD, a SWCD engineer or the NRCS will not be involved in these projects and will not be required to be contacted or notified of these projects.

The SWCD will be responsible for:

1. Updating the landowner's Conservation Plan, completing the Environmental Evaluation Worksheet CPA-52 form and keeping the project Conservation Assistance Notes, NRCS-CPA-6 updated in Toolkit.
2. Generating and completing project contracts, payment forms and MoSWIMS entries, etc.
3. Reviewing any project construction plans and component lists, and other related documents associated with the project.
4. Accompanying MDC on final inspection and checkout of the site and obtaining signatures from the technical authority.

MDC will be responsible for:

1. Designing the streambank stabilization system in accordance with MDC standards and practices and providing components to the SWCD needed for contract development.
2. Providing construction inspections.
3. Performing final practice inspection and checkout with a SWCD employee.
4. Signing as the technician for the SWCD contract and payment documents.

The landowner will be responsible for:

1. Submittal of the Landowner Authorization and Vendor forms to the SWCD.
2. Obtaining all federal, state, and local permits, approvals, and site reviews prior to starting construction.
3. Providing the SWCD with receipts needed for determination of technical components and extents labor when the project is complete.

Private Engineer

If the landowner decides to use a private engineer to design and provide construction oversight for a C650 Streambank Stabilization practice and receive funding through a SWCD, a SWCD engineer or the NRCS will not be involved in these projects and will not be required to be contacted or notified of these projects.

The SWCD will be responsible for:

1. Updating the landowner's Conservation Plan, completing the Environmental Evaluation Worksheet CPA-52 form and keeping the project Conservation Assistance Notes, NRCS-CPA-6 updated in Toolkit.
2. Reviewing any project construction plans for component lists, and other related documents associated with the project, generating and completing project contracts and payment forms, etc.
3. Accompanying the private engineer on the engineer's final inspections of the site and obtain signatures from the engineer.

The private engineer will be responsible for:

1. Providing the landowner with sealed drawings for the complete streambank stabilization project.
2. Providing components to the SWCD needed for contract development.
3. Design the streambank stabilization system in accordance with all applicable NRCS conservation practices and standards. The private engineer must include the following certification on the drawings: "The drawings and specifications for this streambank stabilization project have been prepared by (name of engineer firm) and meet the standards of the Natural Resources Conservation Service in Missouri."
4. Providing construction inspections.
5. Performing a final inspection site visit with a SWCD employee for final checkout of the project.
6. Signing as the technician for the SWCD contract and payment documents.

The landowner will be responsible for:

1. Submittal of the Landowner Authorization and Vendor forms to the SWCD.
2. Obtaining all federal, state, and local permits, approvals, and site reviews prior to starting construction.
3. Providing the SWCD with project construction plans, component lists, and other related documents associated with the project.
4. Providing the SWCD with all paid receipts for components and labor when the project is complete.

Missouri Soil and Water Streambank Protection Screening Tool #1

(Use this screening tool for Streambank project requests)

Name: _____	**Date:** _____
Stream Name: _____	**County:** _____
Farm Number(s): _____	**Tract number(s):** _____

The use of this Streambank Protection Screening Tool is to assign priority categories to all requests that are applying for financial and technical assistance. There are three priority categories: HIGH, MEDIUM, and LOW. This screening tool is not required for streambank projects that will be using project assistance from the Missouri Department of Conservation or technical assistance or private technical assistance.

Screening Procedure:

1. Landowner requests streambank protection project.
2. Field Office gathers preliminary information:
    a. Stream name and location of project. This information will be compared to a list of streams and databases.
    b. Approximate length of streambank protection project. If there are several project sites on the same property that will be included in the project, determine the approximate combined length of streambank protection project(s) per property.
    c. Other potential issues in obtaining U.S. Army Corps of Engineers (USACE) Nationwide 13 Permit such as Historic or Cultural Resources, Threatened or Endangered Species, National Scenic River, etc.
3. Screen the request by answering the questions in this screening tool and record the priority at end of the form.
    a. If the request priority is LOW, provide Fact Sheet to the landowner; do not develop a Conservation Plan.
    b. If the request priority is MEDIUM, provide Fact Sheet to the landowner; do not develop a Conservation Plan and discuss the items that need additional coordination.
    c. If the applicant priority is HIGH, develop a Conservation Plan and coordinate with the designer on obtaining design information and application information for USACE Nationwide 13 Permit.

Streambank Protection Project Items:

1. Streambank protection financial assistance is only eligible for legal landowners that are a cooperator with land that has been assigned a United States Department of Agriculture Farm Service Agency farm number or be assessed as agricultural land where agricultural activities are normally performed and from which $1,000 or more agricultural products are normally sold.

2. The stream classification has a direct impact on the complexity of the project and the priority of the request.

3. Streambank protection projects will require a USACE permit. Larger projects may require a Water Quality Review by the Missouri Department of Natural Resources. The type of permit or review that will be required has a direct impact on the complexity of the project and the priority of the request.

Questions 1 through 3 refer to Stream Classification Tables located in 10 CSR Division 20 Chapter 7 Missouri Department of Natural Resources, Water Protection Program and at: https://modnr.maps.arcgis.com/apps/webappviewer/index.html?id=1d81212e0854478ca0dae87c33c8c5ce, and https://dnr.mo.gov/env/wpp/waterquality/303d/documents/2018-303d-list-cwc-approved-10-18-2018.pdf.

Streambank Protection Request Screening Questions:
Answer the screening questions in order by circling "yes" or "no". Follow the action that is associated with your answer to each question in the adjacent columns. Assign the appropriate priority as indicated in the "Actions" column.

#	Question	Answer (circle one)	Actions	
			If "Yes"...	**If "No"...**
1	Is the project location on a Class C stream according to Table H?	Yes No	**GO TO QUESTION 3**	Continue to next question
2	Is the project location on a Class P stream according to Table H?	Yes No	**GO TO Pre-Screening Tool #2**	Continue to next question
3	Is the project location listed in Tables C; D; E; or I or listed on 303d table? *	Yes No	**LOW PRIORITY** STOP screening	Continue to next question
4	Does the location of the Streambank Protection Project have cultural resources, threatened or endangered species, or a historic site?	Yes No	**MEDIUM PRIORITY** STOP screening	Continue to next question
5	Is the estimated length of streambank that needs protection less than 500 feet? **	Yes No	**HIGH PRIORITY** STOP screening Submit Form MO-ENG-C-111	Continue to next question
6	Is the estimated length of streambank that needs protection less than 1,000 feet? **	Yes No	**MEDIUM PRIORITY** STOP screening	Continue to next question
7		**LOW PRIORITY** STOP screening		

*For sites located in or occur within two miles upstream of a designated outstanding state or national resource water found in Tables D and E, circle "yes".
** The distance measured for this question must start at a section of stable bank and extend to a section of stable bank.

Priority (Circle One):	LOW	MEDIUM	HIGH

_____ _____

Designated Conservationist Signature Date

Upon request, a copy of the completed screening worksheet may be provided to the Landowner. File the original completed screening worksheet with the request in the case file.

Missouri Soil and Water Streambank Protection Pre-Screening Tool #2

(Use this screening tool for streambank project requests located in streams as identified by 10 CSR Division 20 Chapter 7 Missouri Department of Natural Resources, Water Protection Program).

Name: _____	**Date:** _____
Stream Name: _____	**County:** _____
Farm Number(s): _____	**Tract number(s):** _____

The use of this streambank protection screening tool is to assign priority categories to all request that are applying for financial assistance. There are three priority categories: HIGH, MEDIUM, and LOW. This screening tool is not required for streambank projects that will be using project assistance from the Missouri Department of Conservation or private technical assistance.

Screening Procedure:

1. Landowner requests streambank protection project.
2. Field Office gathers preliminary information:
    a. Stream name and location of project. This information will be compared to several stream lists and databases.
    b. Approximate length of streambank protection project. If there are several project sites on the same property that will be included in the project, determine the approximate combined length of streambank protection project(s) per property.
    c. Other potential issues in obtaining a US Army Corps of Engineers (USACE) Natiowide 13 Permit and the State of Missouri Clean Water Law requirements.
3. Screen the request by answering the questions in this screening tool and record the priority at end of the form.
    a. If the request priority is LOW, provide Fact Sheet to landowner: do not develop a Conservation Plan.
    b. If the request priority is MEDIUM, provide Fact Sheet to landowner: do not develop a Conservation Plan and discuss the items that need additional coordination.

Streambank Protection Project Items:

1. Streambank Protection financial assistance is only eligible for legal landowners that are a cooperator with land that has been assigned a United States Department of Agriculture Farm Service Agency farm number or be assessed as agricultural land where agricultural activities are normally performed and from which $1000 or more agricultural products are normally sold.

2. The stream classification has a direct impact on the complexity of the project and the priority of the request

3. Streambank Protection Projects will require a USACE permit. Larger Streambank Protection Projects may also require a Water Quality Review by the Missouri Department of Natural Resources. The type of permit and reviews that will be required has a direct impact on the priority of the request.

Streambank Protection Request Screening Questions:

Answer the screening questions in order by circling "yes" or "no". Follow the action that is associated with your answer to each question in the adjacent columns. Assign the appropriate priority as indicated in the "Actions" column.

#	Question	Answer (circle one)	Actions	
			If "Yes"…	If "No"…
1	Is the project located on a stream segment with a stream order of 4 or less?	Yes No	Continue to next question.	**LOW PRIORITY** STOP screening.
2	Is the project location listed in Tables C; D; E; or I or listed on 303d table?	Yes No	**LOW PRIORITY** STOP screening.	Continue to next question.
3	Does the eroded area(s) extend past the landowners property line?	Yes No	Continue to next question.	**GO TO QUESTION 5**
4	Does the adjoining property owner(s) plan on stabilizing the eroded streambank?	Yes No	Continue to next question.	**LOW PRIORITY** STOP screening.
5	Is the total estimated length of streambank that needs protection less than 500 feet? *	Yes No	**MEDIUM PRIORITY** STOP screening.	**LOW PRIORITY** STOP screening.

* The distance measured for this question must start at a section of stable bank and extend to a section of stable bank.

Priority (Circle One): LOW MEDIUM HIGH

_____ _____

Designated Conservationist Signature Date

Upon request, a copy of the completed screening worksheet may be provided to the Landowner. File the original completed screening worksheet with the request in the case file.