



LAND RESOURCES MANAGEMENT PROGRAM COMPLAINT FORM



Water Division / Land Resources Management Program

This complaint form is a means for the general public to report violations of New Hampshire environmental laws falling under the jurisdiction of the NHDES Land Resources Management Program (LRMP) (Alteration of Terrain, Shoreland, Subsurface, Wetlands). Due to the vast amounts of complaints submitted, LRMP depends on the public to provide thorough and accurate information. LRMP will use the information below to assess environmental harm and determine if an investigation is warranted. Before completing this form, visit the complaints webpage at: <http://des.nh.gov/organization/divisions/water/lrm/complaints.htm>. **Please type or print neatly and answer all questions as completely as possible, as incomplete forms and anonymous complaints may not be investigated.**

1. LOCATION OF ALLEGED VIOLATION

ADDRESS:	CITY:	STATE:	ZIP:
WATERBODY:	TAX MAP:	LOT NUMBER:	

2. ALLEGED VIOLATOR CONTACT INFORMATION

Who is responsible for the alleged violation(s)?
 Property Owner Contractor Forester Logger Designer Installer Other:

CONTACT NAME:	COMPANY NAME:		
ADDRESS:	CITY:	STATE:	ZIP:
PHONE:	EMAIL:		

3. PROPERTY OWNER CONTACT INFORMATION

NAME:	PHONE:	EMAIL:	
ADDRESS:	CITY:	STATE:	ZIP:

4. COMPLAINANT CONTACT INFORMATION

NAME:			
ADDRESS:	CITY:	STATE:	ZIP:
TAX MAP:	LOT NUMBER:	PHONE:	EMAIL:

Would you like your information to remain confidential? Yes No

5. IMPACTED RESOURCE

Lake/Pond River/Stream Non-Tidal Wetland Saltmarsh
 Tidal Buffer Zone Sand Dunes Protected Shoreland (Disturbance within 250 feet of a public waterbody)
 Upland (Land disturbance of $\geq 100,000\text{ft}^2$ or $\geq 50,000\text{ft}^2$ if within the Protected Shoreland) Septic System

What is the estimated impact to the resource(s) in square feet, acres, or linear feet:

6. THE ALLEGED VIOLATION (ALL INFORMATION MUST BE OBTAINED WITHOUT TRESPASS)

Date Activity Began: / / Date Activity Ended: / / Ongoing

RSA 482-A: NH Wetlands Law

Dredge, fill, or construction in any jurisdictional wetland, in or adjacent to a tidal buffer zone, or sand dune
 Impacting the bed or bank of a waterbody without a permit from NHDES (for example installation of a culvert or retaining wall)
 Adding sand to a beach or constructing a new beach adjacent to any surface water without a permit from NHDES
 Installing a dock, wharf, or pier in any surface water or their banks without a permit from NHDES
 Failure to install or maintain appropriate erosion and sediment controls
 Other

RSA 483-B: Shoreland Water Quality Protection Act (Disturbance within 250 feet of a public waterbody*)

* **Only IF** the subject waterbody of the alleged violation is listed on the DES Consolidated List of Waterbodies Subject to the Shoreland Water Quality Protection Act at: http://des.nh.gov/organization/divisions/water/wetlands/cspa/documents/consolidated_list.pdf, should one or more of the boxes below be checked.

- Vegetation removal beyond permissible limits of waterfront buffer or woodland buffer
- New construction or expansion of an existing footprint or impervious surface
- Using mechanized equipment to either excavate, re-grade, or remove soil
- Using mechanized equipment to fill any areas with rocks, soil, gravel or sand
- Failure to install or maintain appropriate erosion and sediment controls
- Other:**

RSA 485-A: Alteration of Terrain

- Land disturbance activities that results in a temporary or permanent disturbance of an area that is more than 2,500 square feet in size, is within 50 feet of any surface water, and has a flow path of 50 feet or greater disturbing a grade of 25% or greater, measured at 2 foot intervals
- Land disturbance (grading, filling, dredging, mining, excavating, blasting, construction, removal of topsoil, removal of stumps, or any activity that results in a change to the preexisting ground conditions) that has disturbed a total contiguous area $\geq 50,000 \text{ ft}^2$ within the Protected Shoreland
- Land disturbance (grading, filling, dredging, mining, excavating, blasting, construction, removal of topsoil, removal of stumps, or any activity that results in a change to the preexisting ground conditions) that has disturbed a total contiguous area \geq to $100,000 \text{ ft}^2$ (2.30 acres)
- Failure to install or maintain appropriate erosion and sediment controls
- Other:**

RSA 485-A: Water Pollution & Waste Disposal

- Installation of a new septic system without a permit or replacement of an existing septic system without approval from NHDES
- Failing septic system
- Discharge of wastewater to surface to the ground or to surface water
- Other:**

7. ADDITIONAL ATTACHMENTS

Please submit the following with this complaint form:

- Tax card and tax map of the property relative to the complaint
- Dated aerial photograph(s) from Google Earth or Google Maps of the property relative to the complaint
- A map identifying the alleged violation(s) in relation to landmarks on and off the property
- Photographs of the alleged violation(s) identifying the date the photos were taken and a description of what they depict

8. OTHER INFORMATION

Have you contacted your local town conservation commission, health or code enforcement officer, or any other municipal or state official regarding this matter? Yes No **IF YES:**

Town Official's Name: _____ Title: _____ Phone: _____

What, if any, action has been taken?

9. SIGNATURE

I understand that I am providing the information in this complaint to NHDES, a state agency with the authority to investigate and take legal action for certain violations of the law. I understand that any information I provide in this complaint must be true and accurate to the best of my knowledge.

SIGNATURE:

PRINT NAME LEGIBLY:

DATE: / /