

Certain activities in navigable waters are exempt from needing a permit under chapter 30, Wisconsin Statutes. Using this checklist, you can determine if your project qualifies for an exemption.

Your proposed **tree drop** is eligible for an exemption if your project will meet **all** the following conditions:

- The tree drop may not be located in an area of special natural resource interest (ASNRI) or within a public rights feature (PRF) – see the Designated Waters Search on DNR’s website to determine if your waterway is an ASNRI, PRF or has another special designation.
  - The tree drop may be placed and maintained only by a riparian
  - The tree drop shall be placed entirely within the riparian’s zone of interest.
  - The tree drop must be placed solely for the purpose of improving fish habitat.
  - The riparian shall report the placement of the structure to the local department fisheries biologist within 30 days after placement. The report shall contain a description of the project and its purpose, the name of the waterway and a map showing where the structure was placed.
  - A deposit of sand, gravel or stone may be associated with the placement of a tree drop provided the deposit is limited to the area immediately underneath or within one foot of the structure and is less than 2 cubic yards.
  - Dredging is not allowed for the placement of a tree drop.
  - To protect fish habitat during spawning seasons, the tree drop may not be placed during the following time periods:
    - (a) For trout streams and perennial tributaries to trout streams, September 15 through May 15.
    - (b) For all waters not identified in (a) and south of State Highway 29, March 15 through May 15.
    - (c) For all waters not identified in (a) and north of State Highway 29, April 1 through June 1.
  - Tree drops may only be placed in lakes or flowages.
  - Tree drops shall use live trees having a minimum diameter of 12 inches at the base.
  - Tree drops shall be securely anchored to the shore at intervals no less than 50 feet apart.
- Note: Local zoning ordinances may place restrictions on cutting trees in the shoreland zone. The riparian is responsible for ensuring that their tree drop project is in compliance with any local zoning requirements.
- Proper erosion control measures shall be used during installation (to prevent soils from eroding into the waterway), removed after work is complete, and any disturbed areas restored.
  - Endangered Resources Review: The applicant is not required, but is encouraged to request an endangered resources (ER) review letter before applying for the permit. Information on how to obtain a review can be found by visiting the website at <http://dnr.wi.gov/topic/ERReview/Review.html>. The applicant can also visit the NHI Public Portal, <http://dnr.wi.gov/topic/ERReview/PublicPortal.html>, to determine if a full ER Review is required. Read the ‘What is an ER Preliminary Assessment and what do the results mean?’ section to determine follow-up steps.

If your project does not meet **all** of these conditions, submit a permit application to the Department. If you have any questions about whether you meet these conditions, you may request an Exemption Determination from DNR. Obtain Form 3500-107, “Chapter 30 Exemption Determination Request” from a DNR service center or visit the website <http://dnr.wi.gov/files/PDF/forms/3500/3500-107.pdf> or search for it on our website at [www.dnr.wi.gov](http://www.dnr.wi.gov) under the topic “Waterway and Wetland Permits.” Complete the form and submit it to the DNR office identified on the form or email it to [DNREDRRequests@wi.gov](mailto:DNREDRRequests@wi.gov).