



Pre-Application Meeting Request

Joint Agency Review Team (JART)

775 Summer St NE Suite 100, Salem, OR 97301-1279 Email this form to nataliya.stranadko@dsl.oregon.gov

PURPOSE OF THE MEETING. The pre-application meeting and convening of the Joint Agency Review Team (JART) are required under the [Territorial Sea Plan](#), Parts 4 and 5. It aims to coordinate and discuss proposed projects within Oregon’s territorial sea in the early stages of project planning between applicants, state agencies, and representatives of affected jurisdictions. The JART pre-application meeting is also intended to familiarize applicants with the requirements of the permitting system in Oregon and to provide an opportunity to identify approval criteria, standards, and procedures before filing a proprietary authorization and removal-fill permit application with the Oregon Department of State Lands. This pre-application meeting does not constitute a decision on the project, and each agency has its own specific regulatory requirements.

<input type="checkbox"/> FIBER OPTIC CABLE		<input type="checkbox"/> POWER CABLE/PIPELINE		<input type="checkbox"/> OTHER	
Project Site Information and Location					
Proposed Project Name:					
Project Site Address or Latitude and Longitude Coordinates (in decimal degrees)					
Parcel (s) #					
Project Description					
Describe the proposed project. Attach an additional sheet if necessary					
Primary Applicant			Contact (if different)		
Business Name:		Business Name:			
Contact Name:		Contact Name:			
Address:		Address:			
City/State/Zip:		City/State/Zip:			
Phone:		Phone:			
Email:		Email:			
Representative (if applicable)			Owner(s)		
Business Name:		Business Name:			
Contact Name:		Contact Name:			
Address:		Address:			
City/State/Zip:		City/State/Zip:			
Phone:		Phone:			
Email:		Email:			

Project Questions

List any specific questions you want to discuss at the pre-application meeting

Question 1	
Question 2	
Question 3	
Question 4	
Question 5	
Question 6	
Question 7	
Question 8	
Question 9	
Question 10	
Add more	

Invited Participants

List the state and federal agencies, and representatives of affected jurisdictions, whom you wish to be invited at the pre-application meeting

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Already Discussed Issues

List the agencies and staff names with whom you have already discussed this proposal

	Staff Name	Agency	Contact Details
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

Information to be Submitted

List of the materials that need to be submitted to DSL before the JART Meeting

1.	JART pre-application meeting request form
2.	Presentation about the proposed project
3.	Site plans, maps, and available information for the Resource & Use Inventory & Effects Evaluation required under the Territorial Sea Plan



JART Pre-Application Meeting

Frequently Asked Questions

Is a pre-application meeting required?

A pre-application meeting is required before waterways use authorization and removal-fill permit applications are submitted to the Oregon Department of State Lands (DSL). The Oregon [Territorial Sea Plan](#) (TSP) Part 4 “Uses of the Seafloor” and Part 5 “Use of the Territorial Sea for the Development of Renewable Energy Facilities or Other Related Structures, Equipment or Facilities” requires DSL to convene a Joint Agency Review Team (JART) for a pre-application meeting and coordinate the review of applications in Oregon’s territorial sea in consultation with the JART.

Please note that if the cable or fixture is associated with a renewable energy facility, the JART convened under Part 5 shall also serve as the JART for purposes of Part 4 coordination, with any additional membership needed to meet the TSP requirements.

How do I schedule a JART pre-application meeting?

The applicant should submit a pre-application meeting request form to DSL at least **30 days** before the preferred meeting date. This timeframe will allow DSL to contact federal and state agencies and representatives of affected jurisdictions and find an appropriate date and time for each representative to participate in the JART meeting.

When and where are pre-application meetings held?

Meetings are held in a hybrid format. In-person meetings location is 775 Summer St NE Ste 100, Salem, Oregon, 97301. For the virtual option, DSL staff will provide meeting details and login information.

How long does a pre-application meeting last?

A pre-application meeting lasts approximately 2-3 hours, depending on the project's complexity, the number of participants, and the questions/issues to be discussed.

Who will attend a pre-application meeting?

DSL will invite representatives from the following agencies, organizations, and jurisdictions:

- State agencies, such as ODFW, OPRD, including SHPO, DEQ, DLCD, DOGAMI, and other agencies with regulatory or planning authority or advisory expertise applicable to the project.
- Federal agencies with regulatory or planning authority applicable to the proposed project.
- Federally recognized Coastal Tribes in Oregon.
- Local jurisdictions (e.g., cities, counties, affected communities, and special districts).
- Statewide and local organizations and advisory committees to address aspects important to fisheries, ecological resources, recreational, and visual impacts.

Do I need to pay a fee for the JART pre-application meeting?

There is no fee associated with a JART pre-application meeting.

What do I need to submit before a pre-application meeting?

Please submit this Pre-Application Meeting Request Form, including a description of the proposed project, issues to discuss, site plans and maps, and available information for the Resource & Use Inventory & Effects Evaluation required under the TSP Parts 4 and 5.

What should I expect at the pre-application meeting?

The applicant needs to prepare a 30–45-minute presentation about the proposed project and cover the aspects required under the TSP Parts 4 and 5 for the Resource & Use Inventory & Effects Evaluation. The rest of the time will be dedicated to discussions, clarifications, and answering specific questions.

What happens after the pre-application meeting?

After the pre-application meeting, **within 14 days**, DSL staff will prepare a written summary of JART comments regarding the proposed project and provide it to the applicant. The written summary will include information and suggestions discussed at the meeting, and identify the next steps for a formal proprietary authorization and permit applications.

Whom should I contact in case I have any questions?

In case of any questions, the applicant may contact:

- Nataliya Stranadko, Territorial Sea Specialist, nataliya.stranadko@dsl.oregon.gov
- Blake Helm, Proprietary Specialist, blake.helm@dsl.oregon.gov