



Maryland
Department of
the Environment

Wetlands and Waterways Program
Tidal Wetland Division
General Checklist

Please refer to the project specific guidelines available in the **INSTRUCTION BOOKLET for the Abbreviated Joint Federal/State Application for the Alteration of any Tidal Wetland and/or Tidal Waters in Maryland** and the **SAMPLE ACTIVITY GUIDELINES AND DRAWINGS** booklet. Detailed checklist and plan requirements for project specific activities can be found in both.

Minimum Guidelines:

- Plan sheets should be on 8.5" x 11" paper, black and white, and single sided. Plans should be legible and not cluttered; proposed plan sheets should contain a written or visual scale no smaller than 1" = 50' (Use match lines if the entire project site cannot fit on one sheet at this scale); existing plan sheets should contain a written or visual scale no smaller than 1" = 100' (Use match lines if the entire project site cannot fit on one sheet at this scale)
- All plan notes should be placed at the bottom of the page or on a separate page. The plan sheets should be numbered to reference the plan sheet in relation to the total number of plan sheets i.e. Page 1 of 3, Page 2 of 3, etc.
- Dimensions of all proposed structures must be represented.
- ALL** plan view sheets should include Mean High Water Line (MHWL) and Mean Low Water Line (MLWL; referenced to 0.0 feet). *If a project proposes to alter the MHWL and/or MLWL during construction then they should be depicted and labeled.*
- Plan views should include water depths marked as either contours or spot depths that extend across the width of the waterway.
- Plan views should include the maximum channelward extent beyond mean high water of all proposed structures and impacts.
- Plan views should include the distance across the waterway, perpendicular to the proposed worksite, to the opposite shoreline and maximum fetch for the project worksite; *include multiple bearings and/or summer-winter wind direction if possible.*
- Dredge material management plan (for dredging projects only) including type of dredging, location of dredged material placement site, handling and transport method for dredge material, the dimensions and detailed design of the proposed dredged material placement site including a plan and cross-sections drawing of dewatering area (if proposed), maximum volume of dredged material, and an acceptance letter from the operator of the dredged material placement site.