

**WETLANDS AND WATERWAYS PROGRAM
TIDAL WETLAND APPLICATION GUIDELINES**

PROPOSED LIVING SHORELINE PROJECT

Check list outlines the minimum required information for a proposed project; additional information may be required based on the project and/or the applicant's project site. Applicants are encouraged to schedule a pre-application meeting to answer questions, discuss the applicant's site, discuss the proposed project, and determine if any additional information/plan sheets are required due to the uniqueness of the applicant's site.

- Exempt from application processing fee (**No other project types are proposed at applicant's site**)
- Requires application processing fee (other project types proposed in conjunction with living shoreline i.e. living shoreline & revetment, living shoreline & pier, etc)

***Reference the fee guidelines and tables to determine appropriate application review fees.**

GENERAL PLAN REQUIREMENTS

- Plan sheets should be on 8.5" x 11" paper, black and white, and single sided; Plans are to be legible and not cluttered; usable written or visual scale no smaller than 1" = 50' on proposed plan sheets and a usable written or visual scale no smaller than 1" = 100' on existing plan sheets. 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.
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VICINITY MAP & AERIAL PHOTO PLAN SHEET

- Plan sheet should include the type of projects proposed by applicant i.e. living shoreline.
 - Plan sheet should include the name of the applicant(s) and mailing address including the town/city, county, state, and zip code.
 - Vicinity map and aerial photo should be sized to clearly depict the project site and surround area, but each map should no smaller than 4" by 4" in size.
 - Vicinity map should include a North arrow and be scaled to clearly show project site, general location on the waterway, the immediate surrounding area.
 - Aerial photograph should be no more than 10 years old from date of application.
 - Aerial photograph should, at a minimum, show the proposed project site (clearly marked) with any existing structures and the adjacent property owners' property with any existing structures.
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PROJECT AREA CONDITIONS PLAN SHEET(S)

- Plan sheets should be on 8.5" x 11" paper, black and white, and single sided; Plans are to be legible and not cluttered; usable visual scaled appropriate for area of project vs. 8.5" x 11" sheet. 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.
- Plan sheet should include the type of projects proposed by applicant i.e. living shoreline.
- Plan sheet should include the name of the applicant(s) and mailing address including the town/city, county, state, and zip code.

PROJECT AREA CONDITIONS PLAN SHEET(S) (CONTINUED)

- Plan sheet should include the Mean High Water Line (MHWL) of project's shoreline and the MHWL of the opposite shoreline reflecting the maximum fetch.
- Plan sheet should include the name of the waterway, North arrow, and direction of ebb/flow tide.
- Plan sheet should include the maximum fetch.
- Plan sheet should include the property lines (labeled) extended channelward.

EXISTING CONDITION PLAN SHEET(S)

- Plan sheets should be on 8.5" x 11" paper, black and white, and single sided; Plans are to be legible and not cluttered; usable written or visual scale no smaller than 1" = 100' on existing plan sheets. 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.
- Plan sheet should include the type of projects proposed by applicant i.e. living shoreline.
- Plan sheet should include the name of the applicant(s) and mailing address including the town/city, county, state, and zip code.
- Plan view should include the Mean High Water Line (MHWL) and the Mean Low Water Line (MLWL; referenced to 0.0 feet).
- Plan view should include water depths marked as either contours or spot depths that extend channelward a minimum of 100 feet channelward of the Mean High Water Line (MHWL) or 100 feet channelward of the channelward most proposed structure.
- Plan view should include the name of the waterway, North arrow, and direction of ebb/flow tide.
- Plan view should include the property lines (labeled) extended channelward.
- Plan view should include the linear feet of shoreline proposed to be impacted by construction of the living shoreline.
- Plan view should include the applicant's property and directly adjacent riparian properties clearly labeled with their name, site address, town/city, county, state, and zip code.
- Plan view should include all existing structures, including vegetated wetlands and SAV, on the applicant's property and adjacent riparian properties.

PROPOSED CONDITION PLAN SHEET(S)

- Plan sheets should be on 8.5" x 11" paper, black and white, and single sided; Plans are to be legible and not cluttered; usable written or visual scale no smaller than 1" = 50' on proposed plan sheets. 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.
- Plan sheet should include the type of projects proposed by applicant i.e. living shoreline.
- Plan sheet should include the name of the applicant(s) and mailing address including the town/city, county, state, and zip code.

PROPOSED CONDITION PLAN SHEET(S) (CONTINUED)

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- Plan view should include the Mean High Water Line (MHWL) and the Mean Low Water Line (MLWL; referenced to 0.0 feet). *If the MHWL or the MLWL are to be altered during construction the proposed MHWL and MLWL should also be labeled.*

 - Plan view should include the name of the waterway, North arrow, and direction of ebb/flow tide.

 - Plan view should include the property lines (labeled) extended channelward.

 - Plan view should depict the linear feet of shoreline proposed to be impacted by construction and accurately depict the max channelward encroachment along the entire project.

 - Plan view should include the applicant's property and any erosion control structures on adjacent riparian properties that may be abutted by the sill or groin structures.

 - Plan view should clearly depict the area of low marsh plantings, the area of high marsh plantings, the species of plant in each area, and the channelward extent.

 - Plan view should clearly depict the channelward extent of any proposed sand containment structure i.e. low profile sill or groin structures and any window openings associated with each structure.
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CROSS-SECTION PLAN SHEET(S)

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- Plan sheets should be on 8.5" x 11" paper, black and white, and single sided; Plans are to be legible and not cluttered. 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.

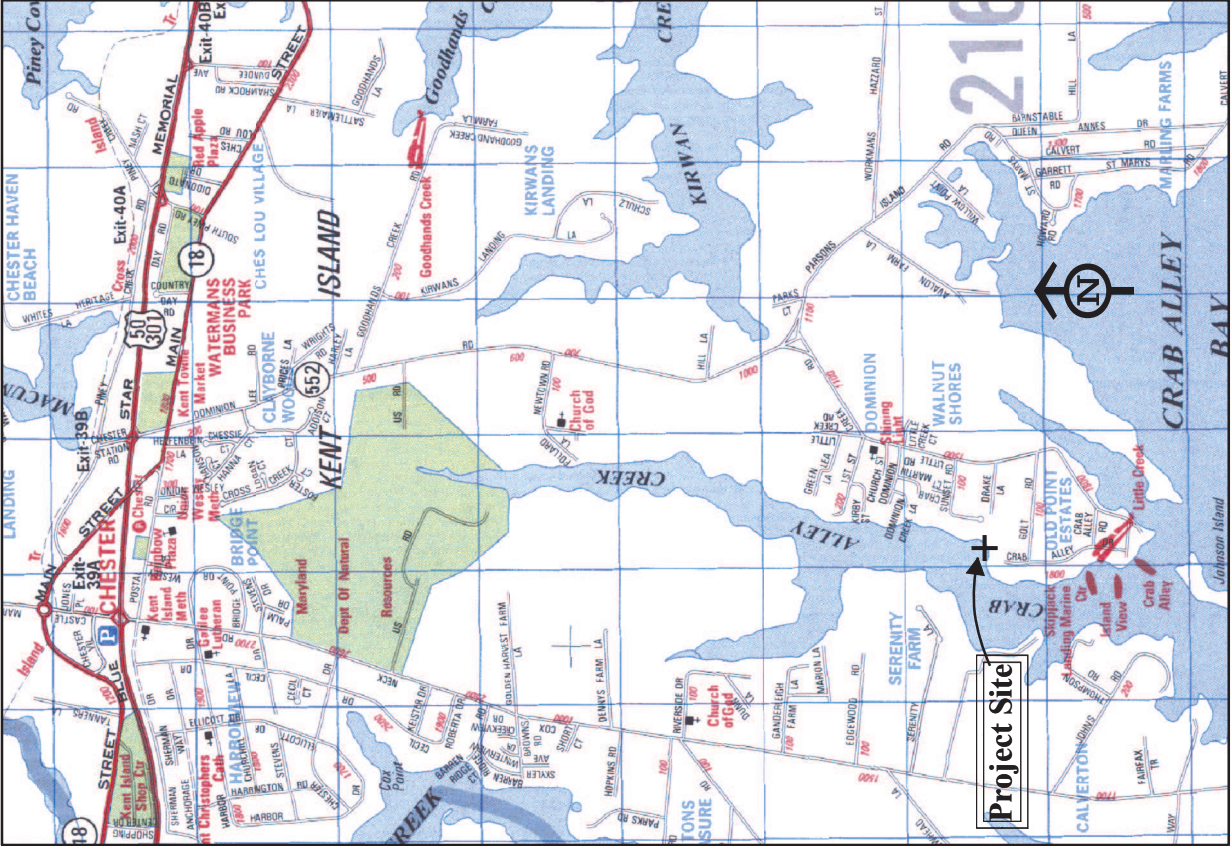
 - Plan sheet should include the type of projects proposed by applicant i.e. living shoreline.

 - Plan sheet should include the name of the applicant(s) and mailing address including the town/city, county, state, and zip code.

 - Cross-Section views should include the Mean High Water (MHW), the Mean Low Water (MLW; referenced to 0.0 feet), and top of the proposed sill or proposed groin. Example: MLW = 0.0', MHW = + 1.9', + 2.4' Top of sill.

 - Proposed Living Shoreline Cross-Section(s) should depict existing bank and slope, proposed slope (including slope ratio) and fill area, existing and proposed Mean High Water Line (MHWL), depiction of proposed sill or groin with channelward extent, proposed low marsh with channelward extent, proposed high marsh with channelward extent, and species of plant proposed to be planted in each area.

 - Proposed Sill Opening Cross-Section(s) should include the Mean High Water (MHW), the Mean Low Water (MLW; referenced to 0.0 feet), and top of the proposed sill or proposed groin. Example: MLW = 0.0', MHW = + 1.9', + 2.4' Top of sill.
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Vicinity Map & Aerial Photo

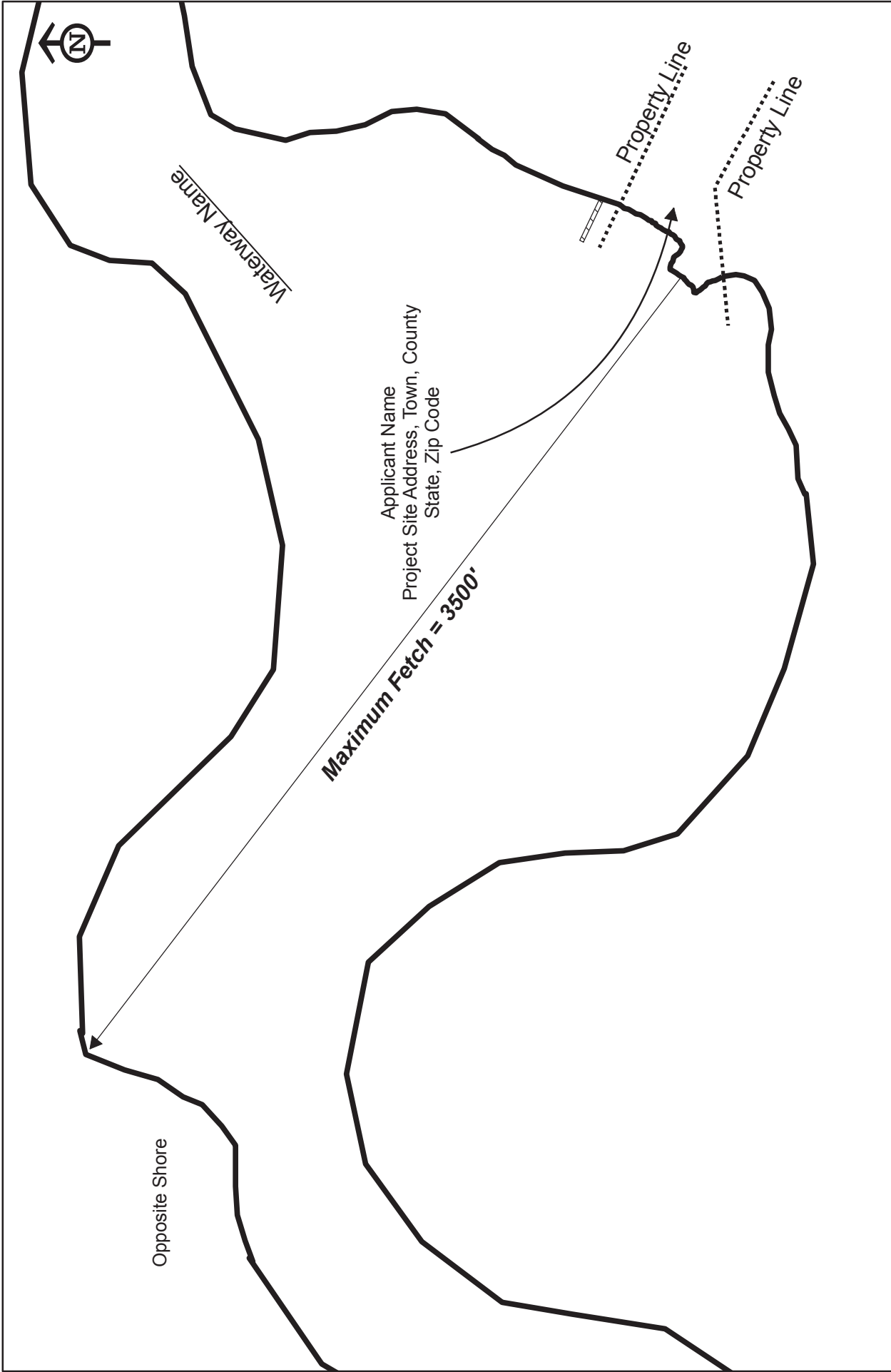
Project: [INSERT TYPE OF PROJECT]

Proposed Project for:
Applicant NAME

Mailing Address, Town, County, State, Zip Code

NOTES

DATE, Page X of Y



Project Vicinity Conditions
 Project: Living Shoreline

Proposed Project for:
 Applicant NAME
 Mailing Address, Town, County, State, Zip Code

PROJECT NOTES

0 120 240 480 720 960 Feet
 1 inch = 500 feet

DATE, Page X of Y



Waterway Name
← EBB
→ FLOE

Maximum Fetch = 3500'

-6.0'
-5.0'
-4.0'
-3.0'
-2.0'
-1.0'

Existing Bulkhead & Pier
MLWL
MHWL

Adjacent Property Owner
Address
City/Town, State Zip Code
County

Applicant Name
Project Site Address, Town, County
State, Zip Code

Adjacent Property Owner
Address
City/Town, State Zip Code
County

Existing Revetment

Water depths referenced to mean low water
(MLW = 0.0')

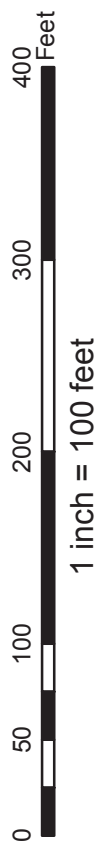
Existing Conditions

Project: Living Shoreline

Proposed Project for:
Applicant NAME

Mailing Address, Town, County, State, Zip Code

PROJECT NOTES







DATE, Page X of Y

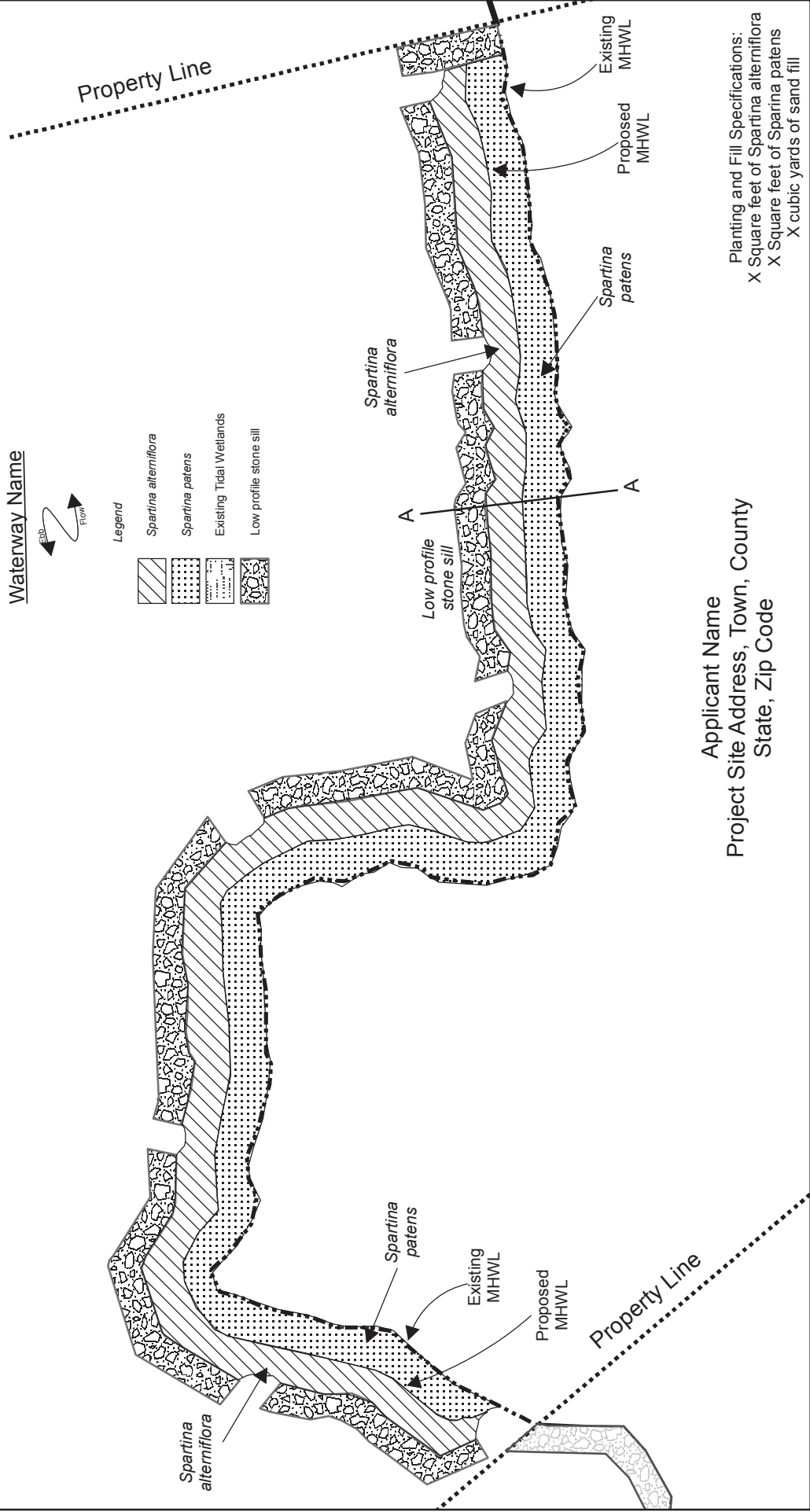


Waterway Name



Legend

-  *Spartina alterniflora*
-  *Spartina patens*
-  Existing Tidal Wetlands
-  Low profile stone sill



Applicant Name
 Project Site Address, Town, County
 State, Zip Code

Planting and Fill Specifications:
 X Square feet of *Spartina alterniflora*
 X Square feet of *Spartina patens*
 X cubic yards of sand fill

Proposed Conditions

Project: Living Shoreline

Proposed Project for:



Applicant NAME

Mailing Address, Town, County, State, Zip Code

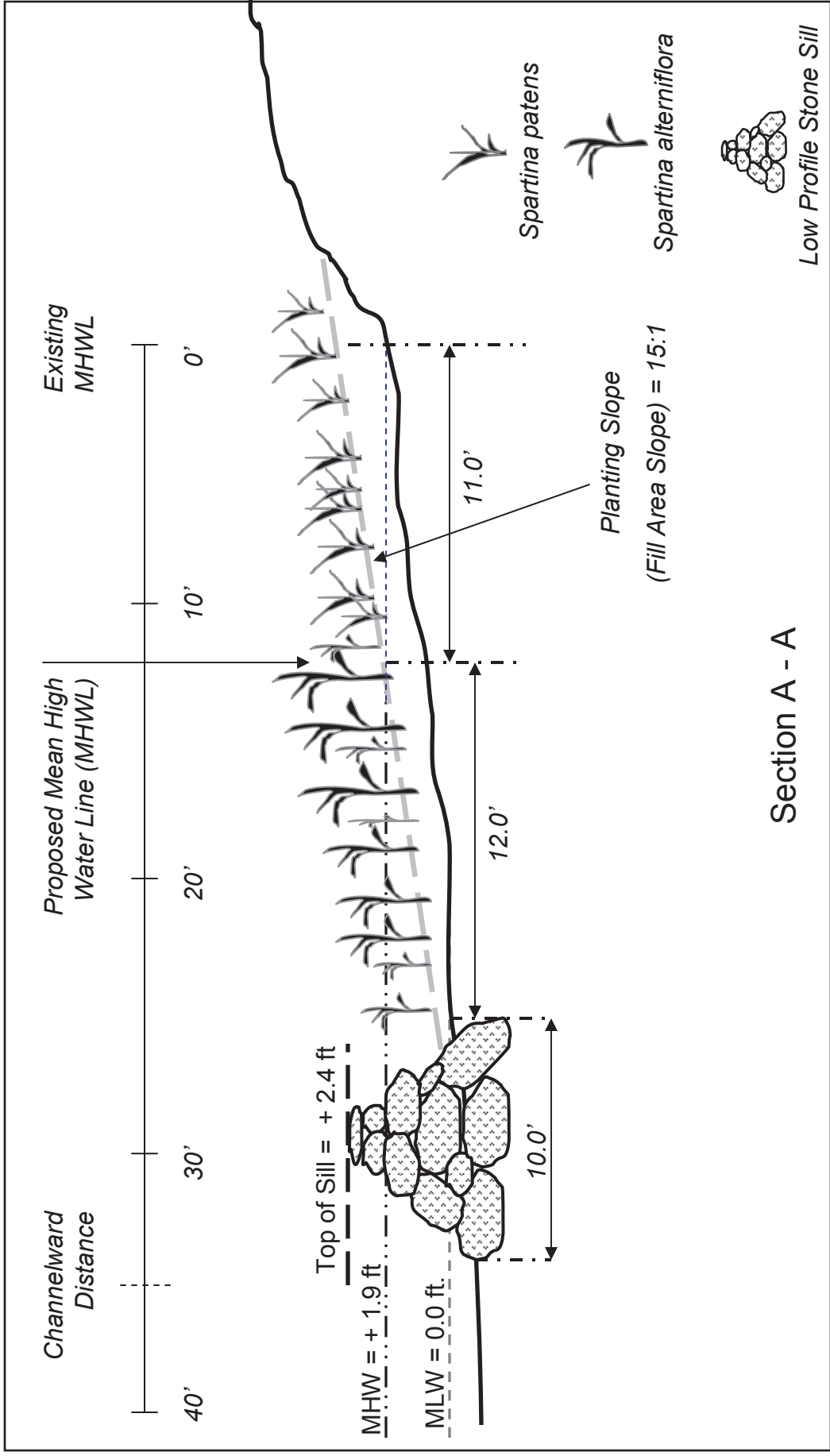


1 inch = 50 feet

PROJECT NOTES

-  Existing Structure
-  Proposed Structure

DATE, Page X of Y



Project: Living Shoreline

Notes:
Maximum Channelward Distance; Amount of Clean Sand Fill (cubic yds.), Amount of Planting Area (Sq Ft.) for both low marsh (*S. alterniflora*) and high marsh (*S. patens*), Slope of planting area; number of plants; Marsh maintenance plan (draft)

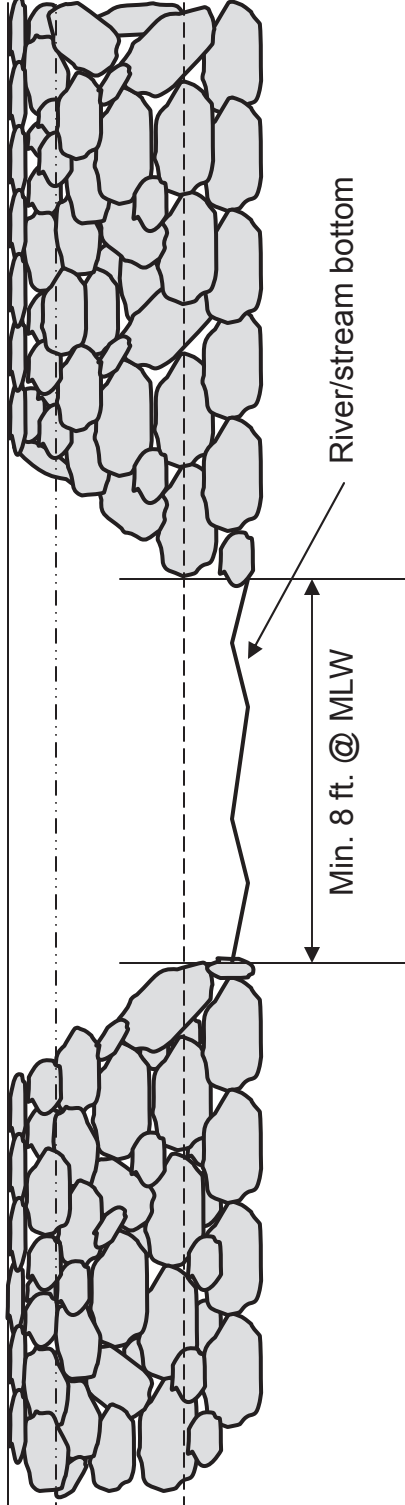
Proposed Project Cross-section for:
Applicant Name
Mailing Address, Town, County, State

DATE, Page X of Y

Top of Sill = + 2.4 ft

MHW = + 1.9 ft

MLW = 0.0 ft.



Cross-Section: Typical Sill Opening

Project: Living Shoreline

Proposed Project Cross-section for:
Applicant Name
Mailing Address, Town, County, State

Notes: Bottom of sill opening below the MLWL