SAMPLE ACTIVITY GUIDELINES AND DRAWINGS



Maryland Department of the Environment Wetlands and Waterways Program Tidal Wetlands Division

August 2013

Prepared by:



Edition: 10-2017 MDE

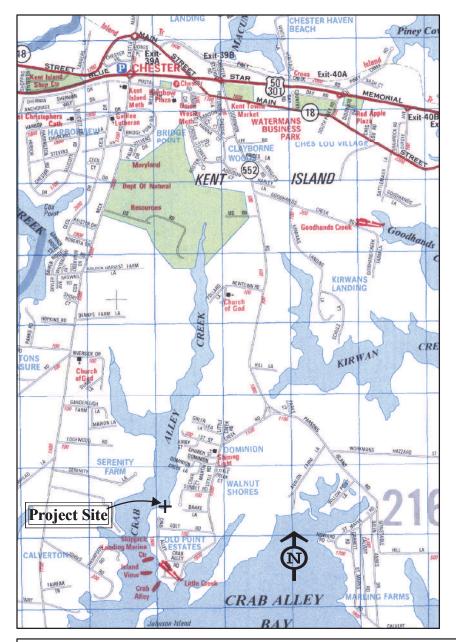
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PROPOSED BOAT LIFT / MOORING PILES / PLATFORM PROJECT

requir pre-ap	ed based on the project and/or the applicant's project site. Applicants are encouraged to schedule a oplication meeting to answer questions, discuss the applicant's site, discuss the proposed project, and nine if any additional information/plan sheets are required due to the uniqueness of the applicant's site.
	Requires application processing fee* (Boat lift with new pilings / new mooring piles / platform)
	Exempt from application processing fee* (Boat lift on existing pilings)
*Refe	rence the fee guidelines and tables to determine appropriate application review fees.
APPL	ICATION GUIDELINES
	ABBREVIATED JOINT FEDERAL / STATE APPLICATION FOR THE ALTERATION OF ANY TIDAL WETLAND AND/OR TIDAL WATERS IN MARYLAND
	Contiguous Property Owner and Appropriate Local Official Notification and Certification Form
	Photographs of project site and any existing structures.
GENE	ERAL 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.
VICIN	NITY MAP & AERIAL PHOTO PLAN SHEET
	Plan sheets should be on 8.5" x 11" paper, black and white, and single sided; 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. boat lift, mooring piles, or platform.
	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 surrounding 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.

VICE	NITY MAD & AEDIAL DHOTO DI AN SHEET (CONTINUED)
VICII	NITY MAP & AERIAL PHOTO PLAN SHEET (CONTINUED) A grief what a graph should set a minimum, show the proposed project site (clearly marked) with
	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.
EXIS	TING AND PROPOSED CONDITION PLAN SHEETS
	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 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. boat lift, mooring piles, or platform.
	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 to the channelward end of the pier or proposed boat lift (whichever is greater).
	Plan view should include the name of the waterway, North arrow, and direction of ebb/flow tide.
	Plan view should include the shoreline from property line to property line.
	Plan view should include the property lines extended channelward and labeled
	Plan view should include the construction restriction set back lines extended channelward and labeled or if distance from the proposed project to the construction restriction set back lines will not fit on the page using the allowable scale the distance to each construction restriction set back line from the proposed project should be indicated. *Check with the county to determine the appropriate required set back distance for tidal
	wetland projects. In counties where no county set back is required, MDE requires a minimum of 10 feet or a variance from the county prior to issuance of a State license.
	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.
	Plan view should depict the location of the proposed boat lift and the existing or proposed associated pilings with the pilings clearly labeled as existing or proposed.
	Plan view should depict proposed boat lift or PWC locations with an X connecting the boat lift piles. *Please provide, as a separate plan sheet, a schematic, plan, or typical photograph showing the type of boat lift or PWC lift that is proposed.
	Plan view should depict the location of the proposed mooring piles clearly labeled as proposed.
	Plan view should depict the location of the proposed platform clearly labeled as proposed and the type i.e. fixed or floating.

TYPICAL BOAT LIFT PLAN SHEET 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. boat lift, mooring piles. or platform. Plan sheet should include the name of the applicant(s) and mailing address including the town/city, county, state, and zip code. Plan sheet should depict a schematic, photograph, or plan of the type of boat lift proposed to be constructed at applicant's pier. CROSS-SECTION PLATFORM PLAN SHEET 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. platform. 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). Example: MLW = 0.0', MHW = +1.9' FIXED PLATFORM - Proposed Cross-Section should depict the distance from the MLW to the bottom of the platform decking (minimum of 4 feet). FLOATING PLATFORM – Proposed Cross-Section should depict the distance from the bottom of the floatation structures to the bottom substrate. Typically floating platforms require a minimum of 2 feet of water depth in the proposed location to receive authorization.

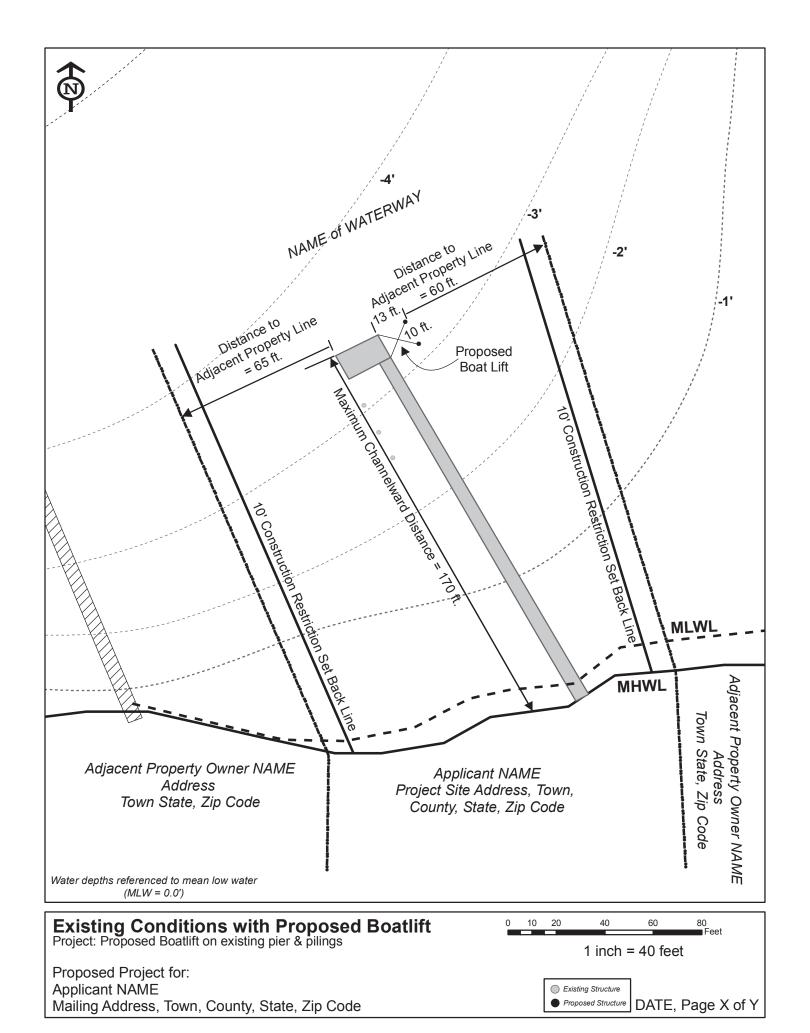


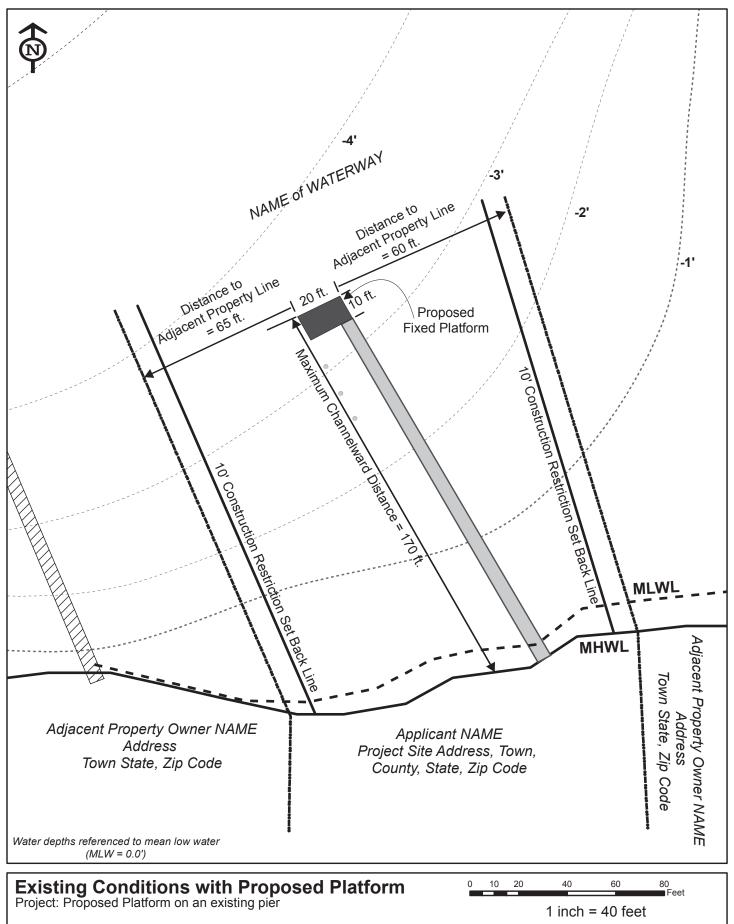


Proposed Project for: Applicant NAME

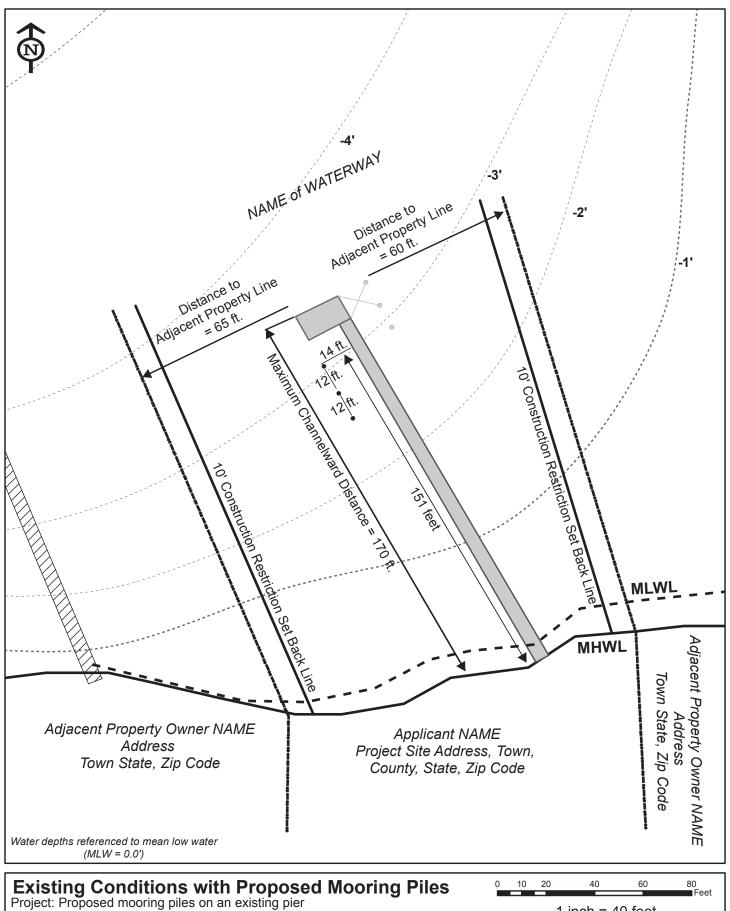
Mailing Address, Town, County, State, Zip Code

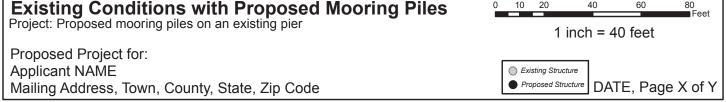
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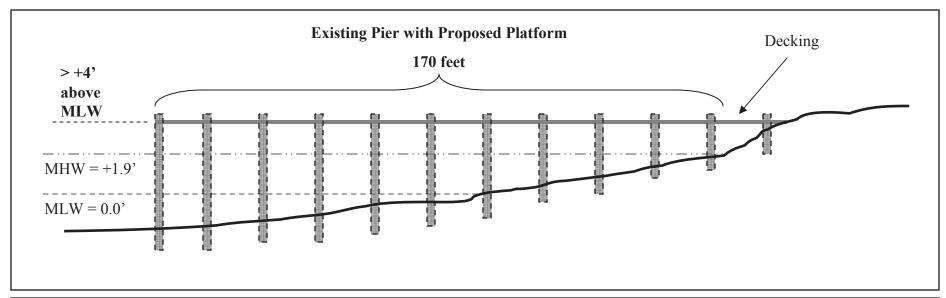


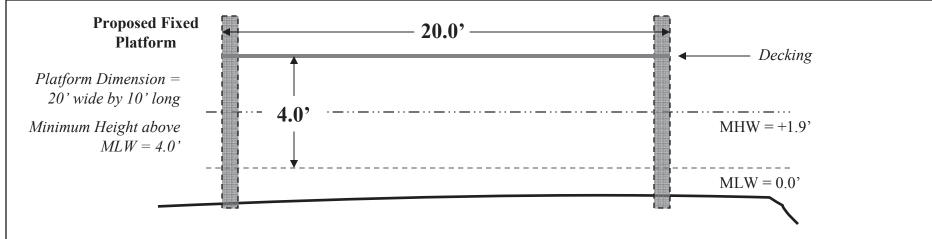












Platform on Existing Pier Project

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

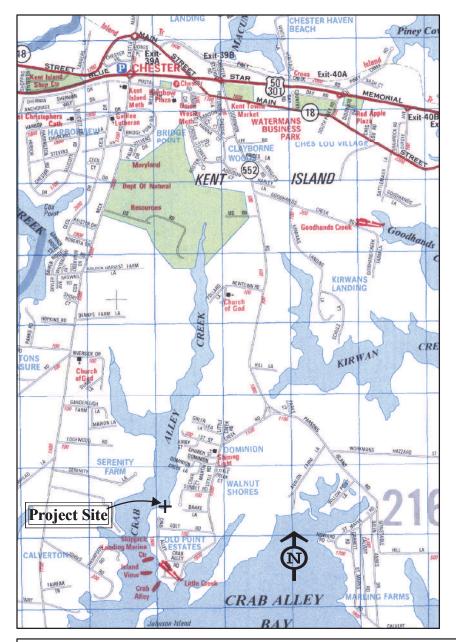
PROPOSED PIER PROJECT

requii pre-aj	k list outlines the minimum required information for a proposed project; additional information may red based on the project and/or the applicant's project site. Applicants are encouraged to schedule a oplication meeting to answer questions, discuss the applicant's site, discuss the proposed project, and mine if any additional information/plan sheets are required due to the uniqueness of the applicant's site.
	Requires application processing fee
	Exempt from application processing fee
*Refe	erence the fee guidelines and tables to determine appropriate application review fees.
GENI	ERAL 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.
VICII	NITY MAP & AERIAL PHOTO PLAN SHEET
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	Plan sheet should include the type of projects proposed by applicant i.e. pier, platform, mooring piles, and boat lift.
	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.

PROJECT VICINITY 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 written or 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. pier, platform, mooring piles, and boat lift. 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) of project's shoreline and the distance to the opposite shoreline. Plan view should include the name of the waterway, North arrow, and direction of ebb/flow tide. Plan view should include water depths marked as either contours or spot depths that extend across the width of the waterway. Plan view should include any marked or unmarked channels within the waterway and distance to the nearest edge of the channel. Plan view should include the property lines (labeled) extended channelward. Plan view should include all vegetated wetlands at the applicant's site. 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. pier, platform, mooring piles, and boat lift. 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 a minimum of 100' channelward from the end of the channelward most proposed work. *Narrow width waterways require water depths across the entire width of the channel. Plan view should include the name of the waterway, North arrow, and direction of ebb/flow tide.

EXIS	ΓING CONDITION PLAN SHEET(S) (CONTINUED)
	Plan view should include the shoreline from property line to property line (property lines extended channelward and labeled) or if distance from the proposed project to property lines will not fit on the page using the allowable scale the distance to each property line from the proposed project should be indicated.
	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.
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	Plan sheet should include the type of projects proposed by applicant i.e. pier, platform, mooring piles, and boat lift.
	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). <i>If the MHWL or the MLWL are to be altered during construction the proposed MHWL and MLWL should also be labeled.</i>
	Plan view should include water depths marked as either contours or spot depths that extend a minimum to the channelward extent of the proposed project.
	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 construction restriction set back lines extended channelward and labeled or if distance from the proposed project to the construction restriction set back lines will not fit on the page using the allowable scale the distance to each construction restriction set back line from the proposed project should be indicated. *Check with the county to determine the appropriate required set back distance for tidal
	wetland projects. In counties where no county set back is required, MDE requires a minimum of 10 feet or a variance from the county prior to issuance of a State license.
	Plan view should depict the proposed pier and all proposed associated structures including the channelward distance from the MHWL to each structure.
	Plan view should depict proposed boat lift or PWC locations with an X connecting the boat lift piles. *Please provide, as a separate plan sheet, a schematic, plan, or typical photograph showing the type of boat lift or PWC lift that is proposed.

CROS	SS-SECTION PLAN SHEET(S)
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	Plan sheet should include the type of projects proposed by applicant i.e. pier, platform, mooring piles, and boat lift.
	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). Example: $MLW = 0.0$, $MHW = + 1.9$
	Existing Cross-Section should depict width of pier decking (maximum 6.0 feet over open water tidal wetlands and a maximum of 3.0 feet over vegetated tidal wetlands).
	Proposed Cross-Section should depict the distance from the MLW to the bottom of the pier decking (minimum of 4 feet over open water tidal wetlands) or the distance from the substrate to the bottom of the pier decking (minimum of 3 feet over vegetated tidal wetlands).
TYPICAL BOAT LIFT 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. 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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	Plan sheet should include the name of the applicant(s) and mailing address including the town/city, county, state, and zip code.
	Plan sheet should depict a schematic, photograph, or plan of the type of boat lift proposed to be constructed at applicant's pier.

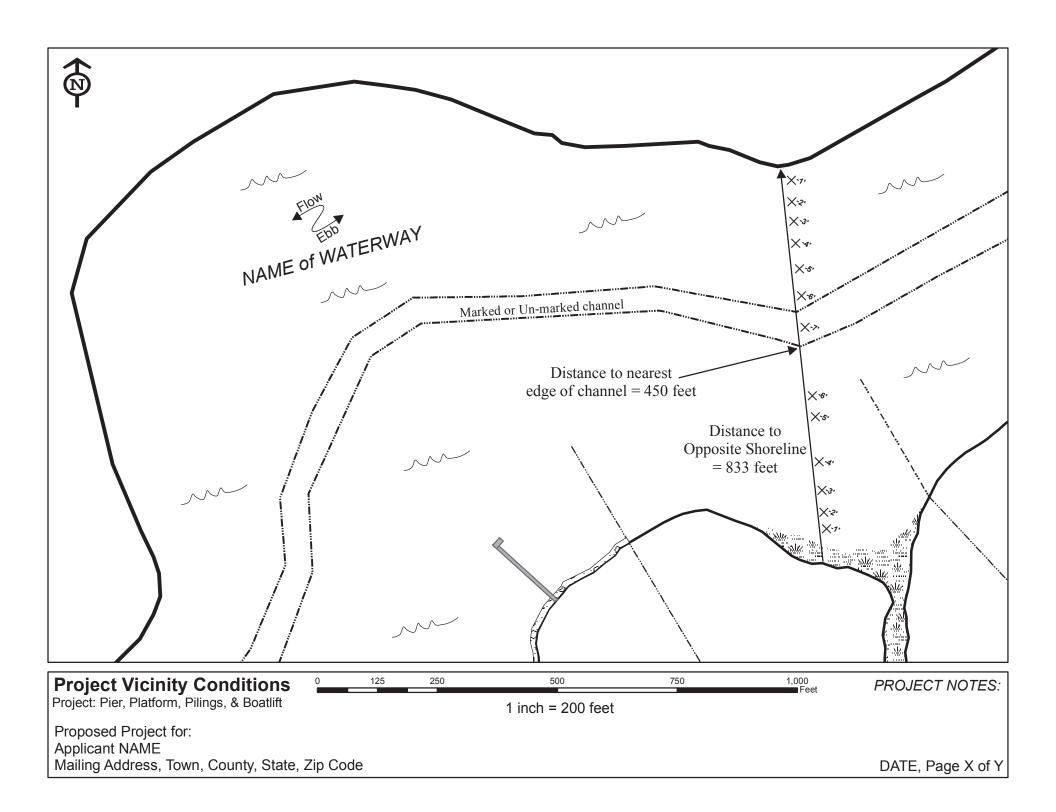


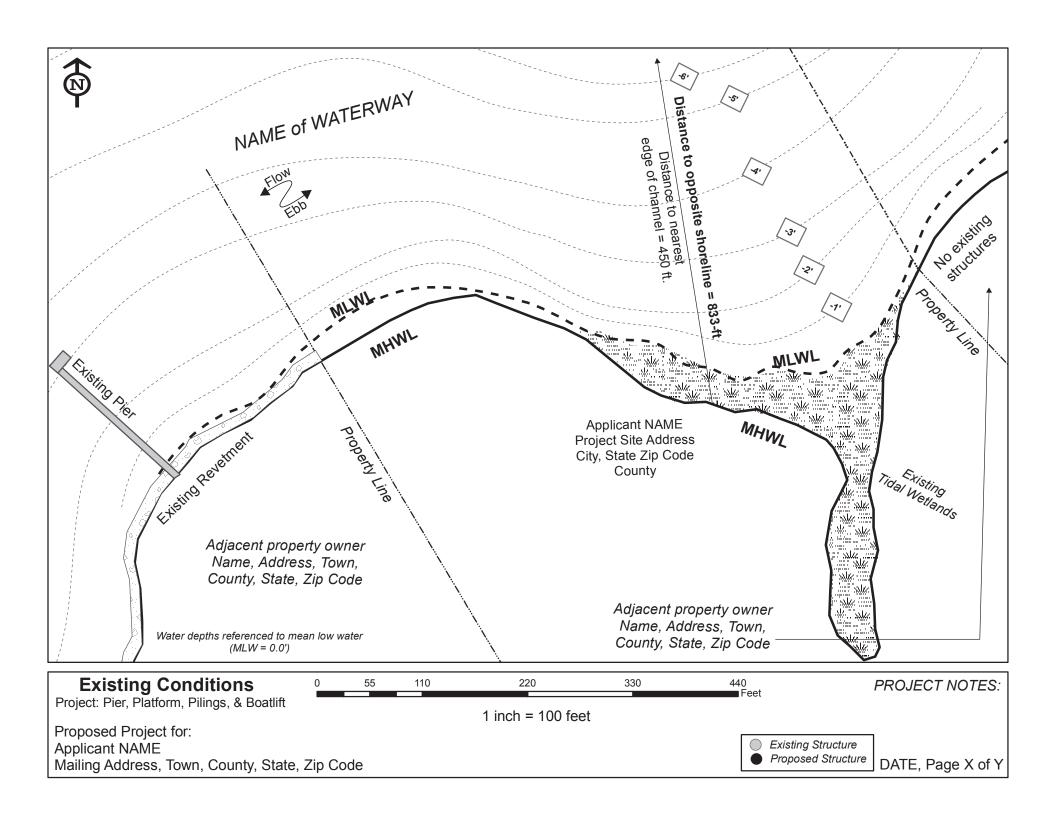


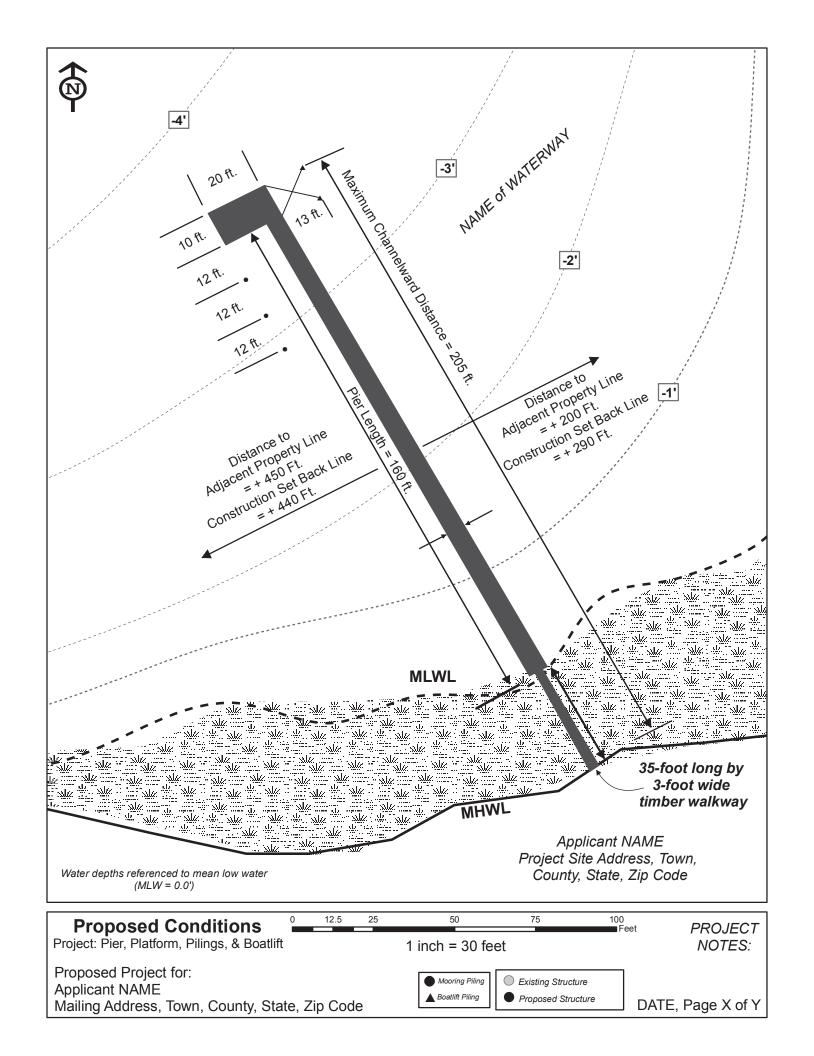
Proposed Project for: Applicant NAME

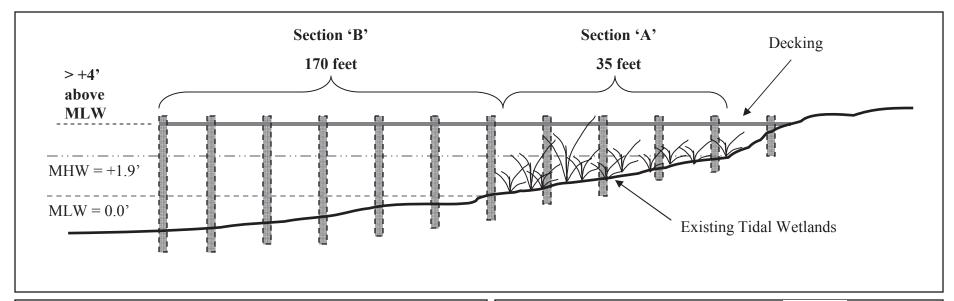
Mailing Address, Town, County, State, Zip Code

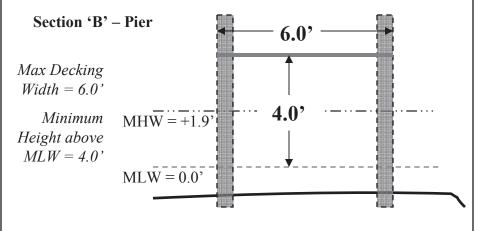
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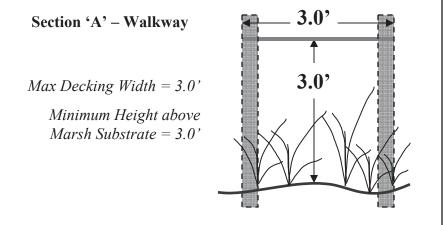






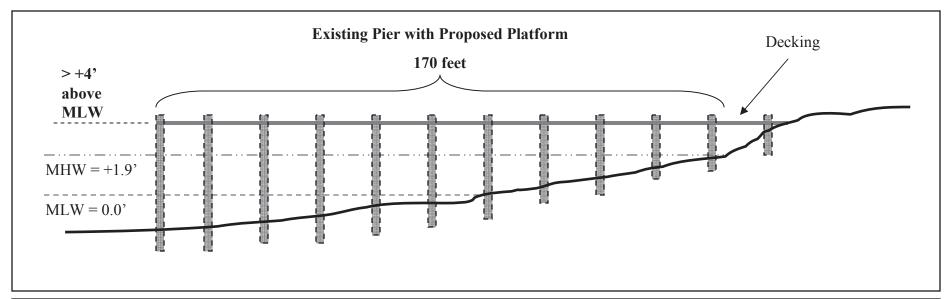


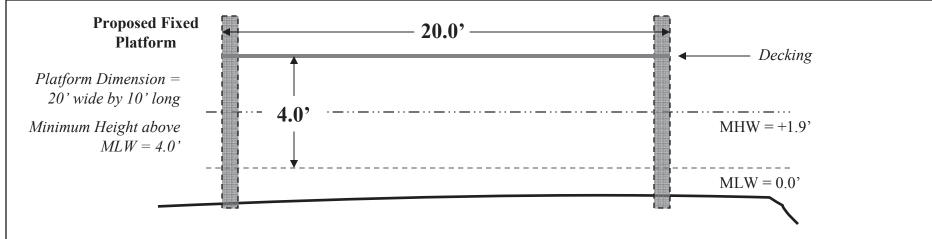




Pier Project

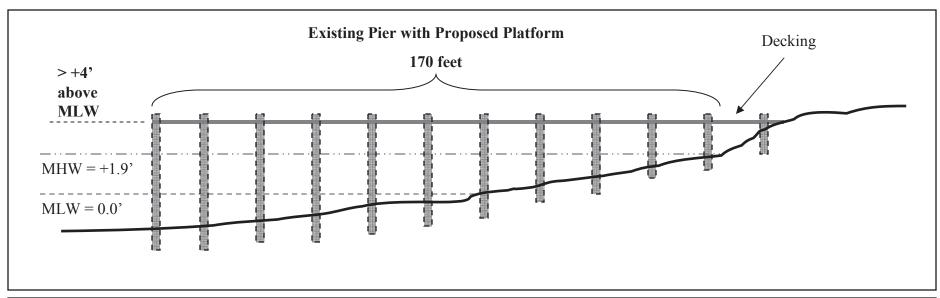
Proposed Project Cross-section for: Applicant Name Mailing Address, Town, County, State

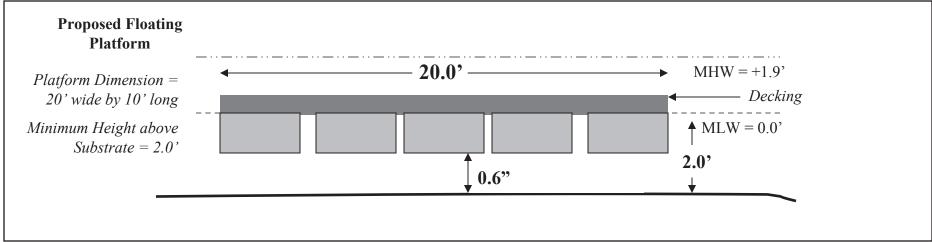




Platform on Existing Pier Project

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





Platform on Existing Pier Project

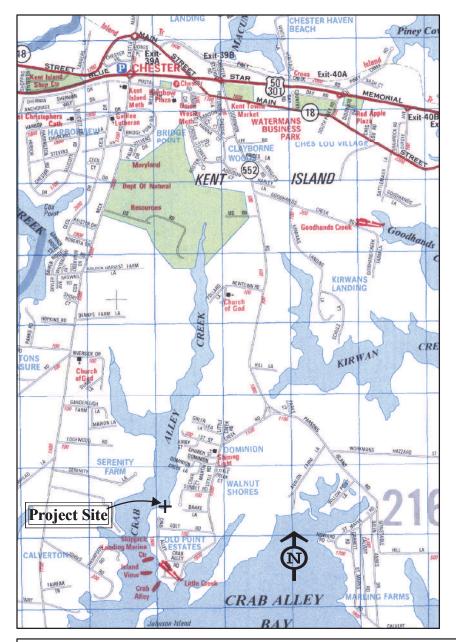
Proposed Project Cross-section for: Applicant Name Mailing Address, Town, County, State

PROPOSED REPLACEMENT BULKHEAD PROJECT

requi pre-a	k list outlines the minimum required information for a proposed project; additional information may red based on the project and/or the applicant's project site. Applicants are encouraged to schedule a pplication meeting to answer questions, discuss the applicant's site, discuss the proposed project, and mine if any additional information/plan sheets are required due to the uniqueness of the applicant's
	Requires application processing fee* (1.5 feet / 18 inches channelward of existing, functional bulkhead)
	Exempt from application processing fee* (in-kind – replacement in the exact same footprint of existing,
4D C	functional bulkhead (NO CHANNELWARD ENCROACHMENT) (In-kind is defined as "replacement of a structure with a structure of similar materials and dimensions" per COMAR 26.24.01.02A(24)and functionality is defined as 85% per COMAR 26.24.01.02A(20))
*Kei	erence the fee guidelines and tables to determine appropriate application review fees.
chani appli guide	E: This guideline and sample plans are for the replacement of a bulkhead 1.5 feet/18 inches nelward of a functional, existing bulkhead. It is recommended that an applicant schedule a precation visit with MDE to determine if the existing bulkhead is functional according to MDE clines. A functional, existing bulkhead may be replaced, otherwise an alternative method of shoreline on control must be proposed.
APP	LICATION GUIDELINE
	ABBREVIATED JOINT FEDERAL / STATE APPLICATION FOR THE ALTERATION OF ANY TIDAL WETLAND AND/OR TIDAL WATERS IN MARYLAND
	Plans
	Photographs of existing bulkhead
GEN	ERAL 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.
VICI	NITY MAP & AERIAL PHOTO PLAN SHEET
	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. replacement bulkhead.

VICINIT	Y MAP & AERIAL PHOTO PLAN SHEET (CONTINUED)
	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.
EXISTIN	G CONDITION PLAN SHEET(S)
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Pla	n sheet should include the type of projects proposed by applicant i.e. replacement bulkhead
	n sheet should include the name of the applicant(s) and mailing address including the vn/city, county, state, and zip code.
	n view should include the Mean High Water Line (MHWL) and the Mean Low Water Line LWL; referenced to 0.0 feet).
Pla	n view should include water depths marked as either contours or spot depths.
Pla	n view should include the name of the waterway, North arrow, and direction of ebb/flow tide.
Pla	n view should include the property lines (labeled) extended channelward.
	n view should depict the existing bulkhead and include the linear feet of shoreline proposed to impacted by construction of the replacement bulkhead.
	n view should include the applicant's property and directly adjacent riparian properties clearly eled with their name, site address, town/city, county, state, and zip code.
	n view should include all existing structures, including vegetated wetlands and SAV, on the blicant's property and adjacent riparian properties.
PROPOSI	ED CONDITION PLAN SHEET(S)
Pla leg she she	n sheets should be on 8.5" x 11" paper, black and white, and single sided; Plans are to be ible and not cluttered; usable written or visual scale no smaller than 1" = 50' on proposed plan ets. All plan notes should be placed at the bottom of the page or on a separate page. The plan ets should be numbered to reference the plan sheet in relation to the total number of plan ets i.e. Page 1 of 3, Page 2 of 3, etc.
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PROI	POSED CONDITION PLAN SHEET(S) (CONTINUED)
	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). <i>If the MHWL or the MLWL are to be altered during construction the proposed MHWL and MLWL should also be labeled.</i>
	Plan view should include water depths marked as either contours or spot depths.
	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 existing bulkhead and the proposed replacement bulkhead along the shoreline and accurately depict the maximum channelward encroachment, from the existing bulkhead, along the entire project (1.5 feet/ 18 inches).
	Plan view should include the applicant's property and any erosion control structures on adjacent riparian properties that will be abutted by the replacement bulkhead.
CRO	SS-SECTION 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. 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. replacement bulkhead.
	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 bank. Example: MLW = 0.0', MHW = + 1.9', + 4.0' Top of Bank.
	Cross-Section should depict existing bank, existing bulkhead (depict sheathing & pilings), proposed bulkhead (depict sheathing & pilings), maximum channelward extent of 1.5 feet/18 inches from existing bulkhead (1.5 feet/18 inches is measured from the outboard edge of the pilings of the existing bulkhead to the inboard edge of the sheathing of the proposed bulkhead), any proposed fill landward of the existing and proposed bulkhead, and proposed

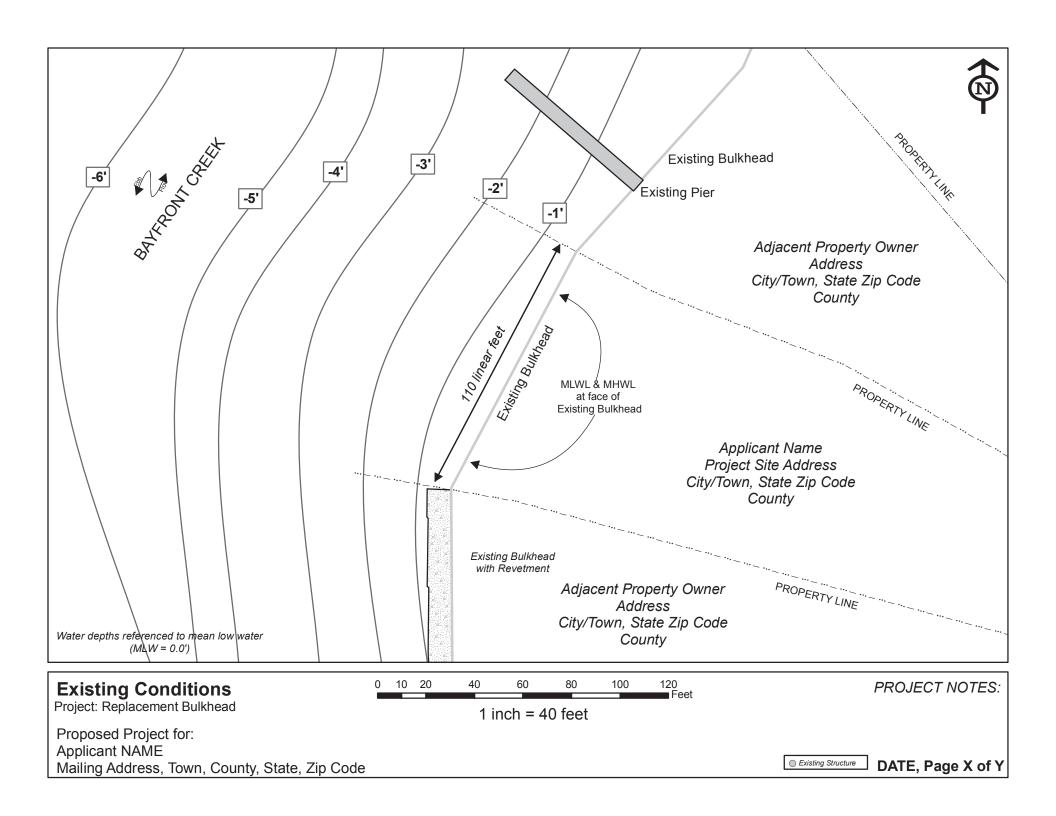


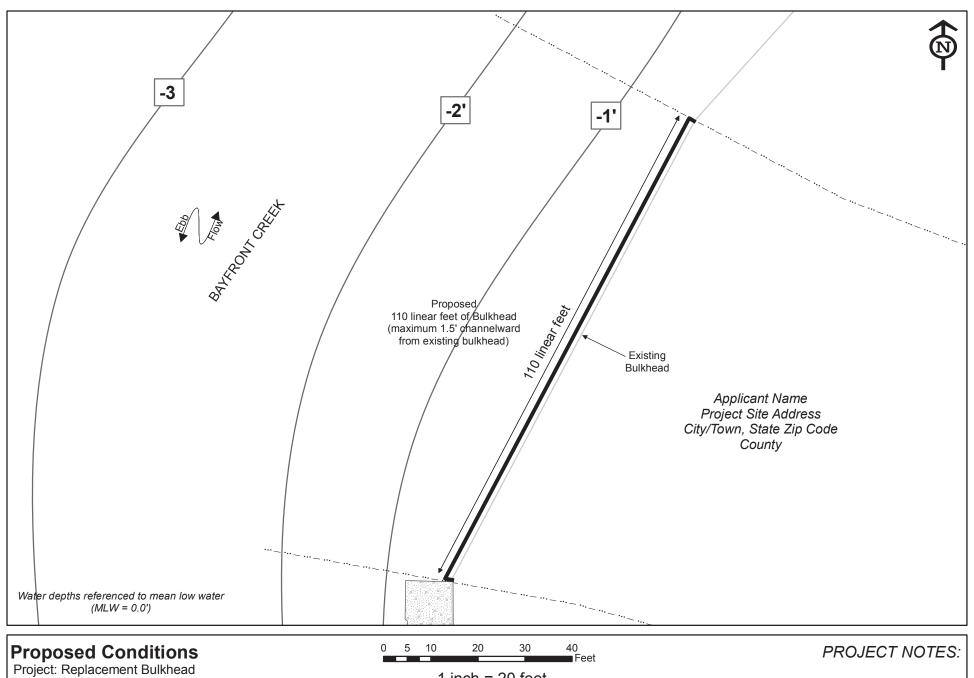


Proposed Project for: Applicant NAME

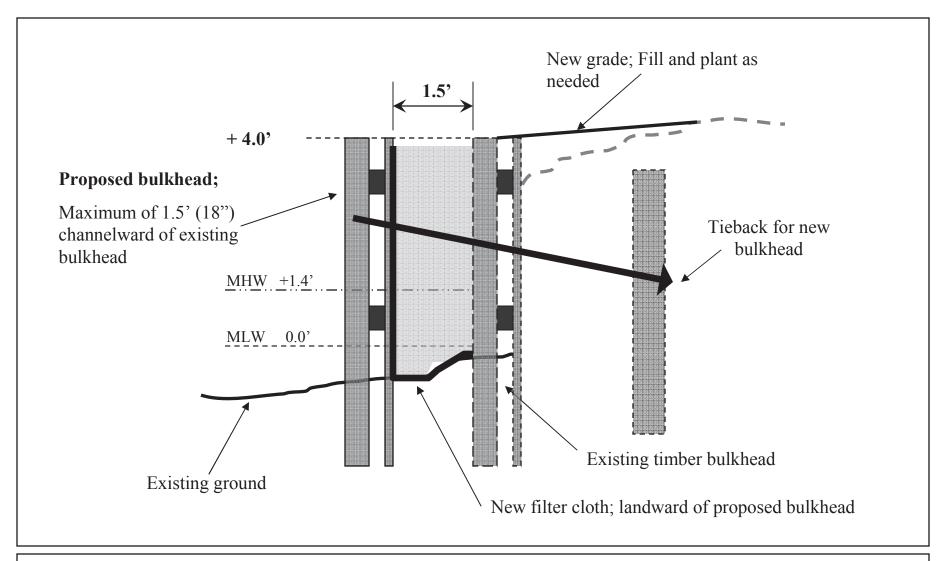
Mailing Address, Town, County, State, Zip Code

NOTES





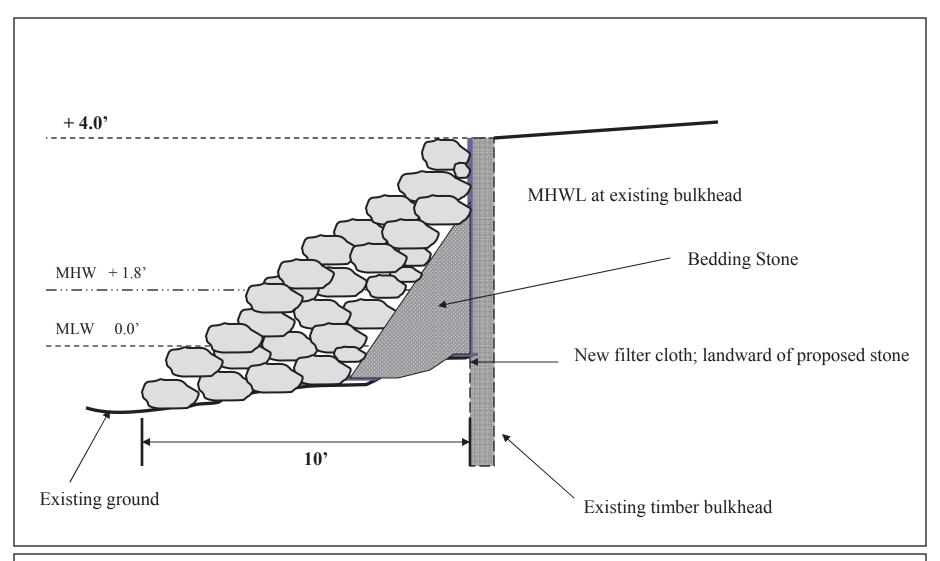
Proposed Conditions Project: Replacement Bulkhead 1 inch = 20 feet Proposed Project for: Applicant NAME Mailing Address, Town, County, State, Zip Code Proposed Structure Proposed Structure



Project: Replacement Bulkhead

PROJECT NOTES:

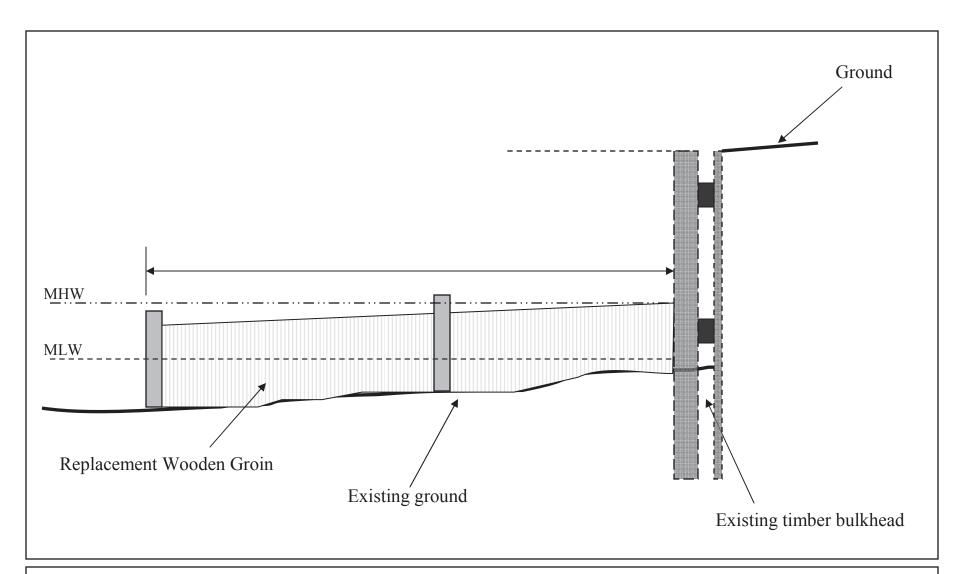
Proposed Project Cross-section for: Applicant Name Mailing Address, Town, County, State 110 Linear Feet of Replacement Bulkhead, constructed no more than 1.5-feet (18") channelward of existing structure.



Project: Stone Revetment Channelward of Existing Bulkhead

Proposed Project:

Proposed Project Applicant: Applicant Name Mailing Address, Town, County, State NOTES: XXX Linear Feet of Stone Revetment extending X feet channelward of an existing Bulkhead



Project: Replacement Wooden Groin

on Existing Bulkhead

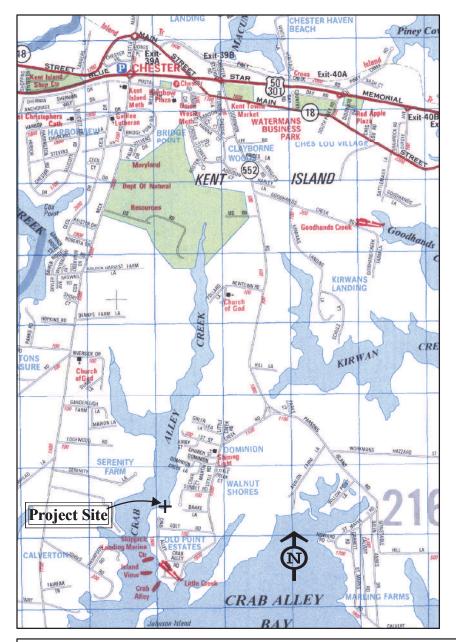
Proposed Project Cross-section for: Applicant Name Address, City, Zipcode

PROPOSED REVETMENT PROJECT

Check list outlines the minimum required information for a proposed project; additional information may 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. Requires application processing fee Exempt from application processing fee *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. VICINITY MAP & AERIAL PHOTO PLAN SHEET 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. revetment. 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. 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. revetment.

EXIS'	TING CONDITION PLAN SHEET(S) (CONTINUED)
	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.
	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 revetment.
	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.
PROF	POSED 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. revetment.
	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). <i>If the MHWL or the MLWL are to be altered during construction the proposed MHWL and MLWL should also be labeled.</i>
	Plan view should include water depths marked as either contours or spot depths that extend across the width of the waterway.
	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 proposed revetment along 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 will be abutted by the revetment.

CROSS-SECTION 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. 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. revetment.
	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 bank. Example: MLW = 0.0', MHW = +1.9', +4.0' Top of Bank.
	Existing Cross-Section should depict existing bank and slope.
	Proposed Cross-Section should depict the proposed revetment, any grading and fill necessary for construction, maximum channelward encroachment from the Mean High Water (MHW), the material used to prevent the loss of fill material to the waters of the State i.e. filter cloth, and the slope of revetment.

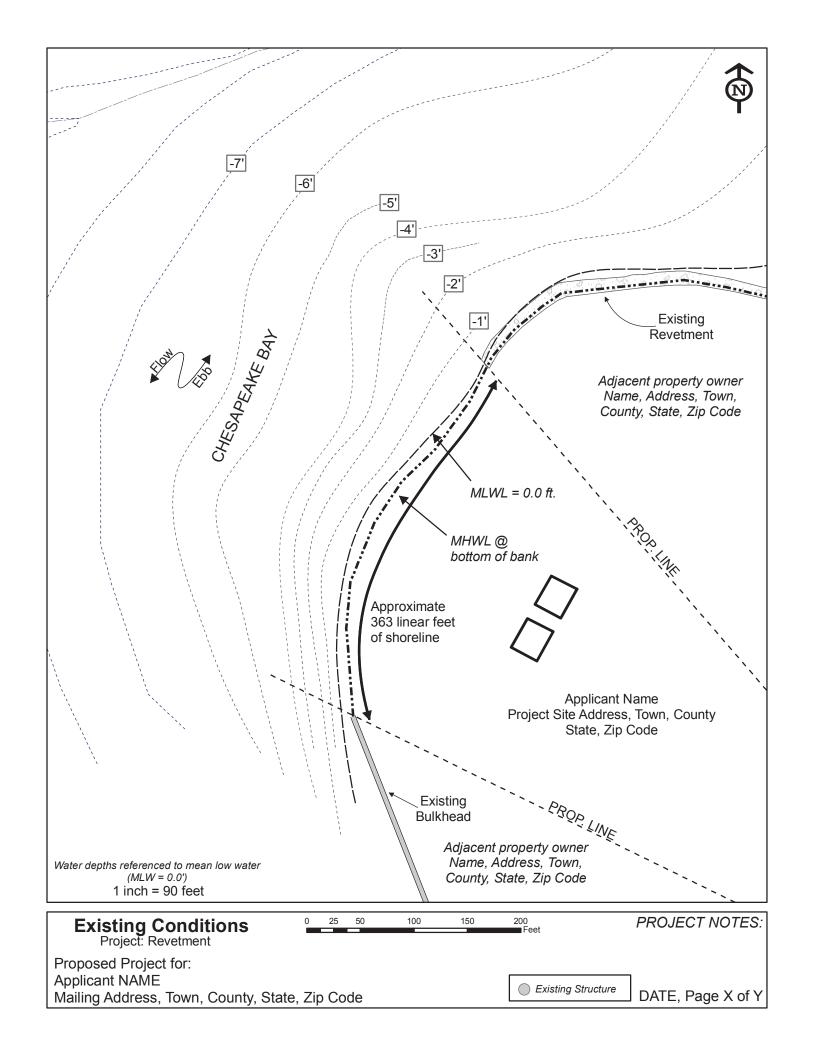


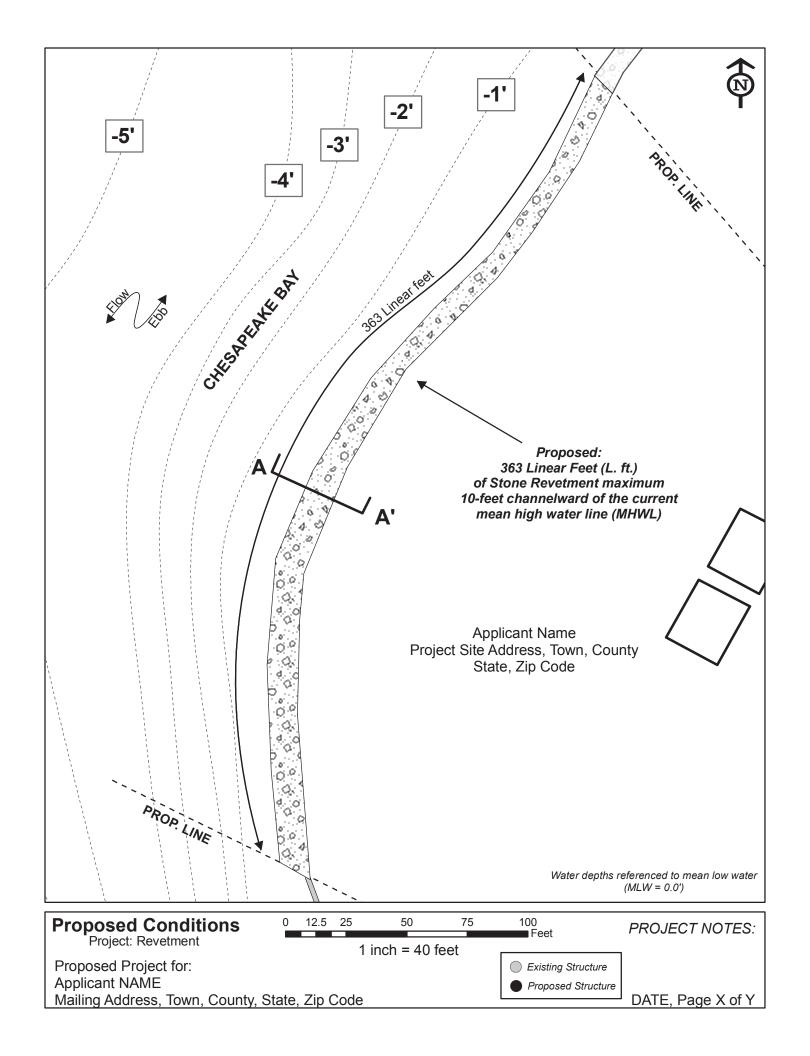


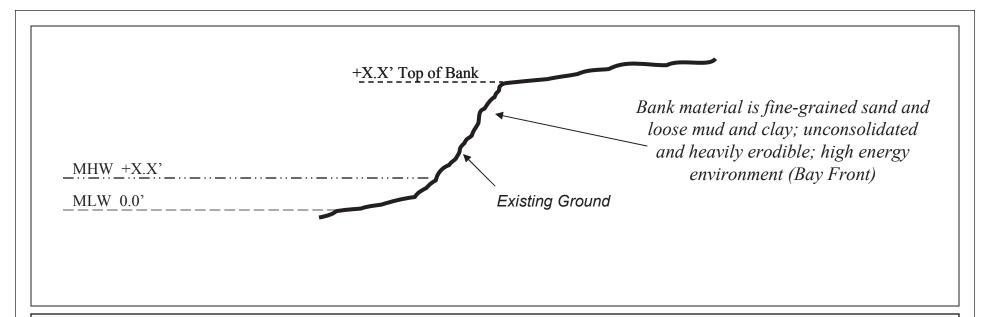
Proposed Project for: Applicant NAME

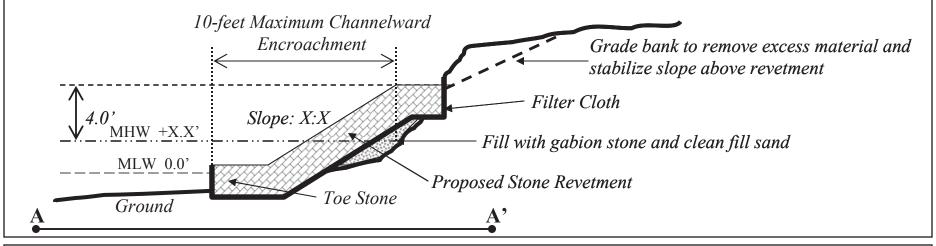
Mailing Address, Town, County, State, Zip Code

NOTES





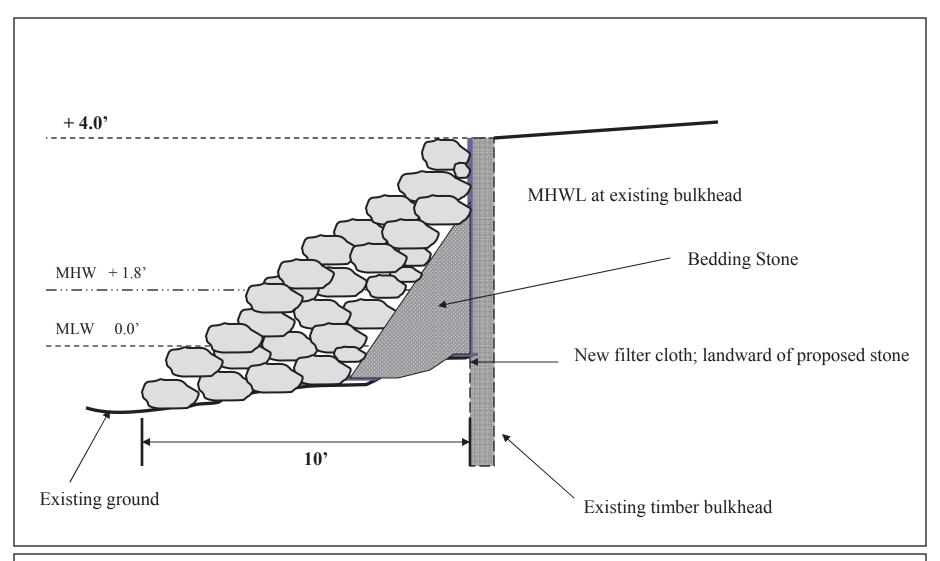




Project: Revetment

NOTES: Class of stone used, clean fill

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



Project: Stone Revetment Channelward of Existing Bulkhead

Proposed Project:

Proposed Project Applicant: Applicant Name Mailing Address, Town, County, State NOTES: XXX Linear Feet of Stone Revetment extending X feet channelward of an existing Bulkhead

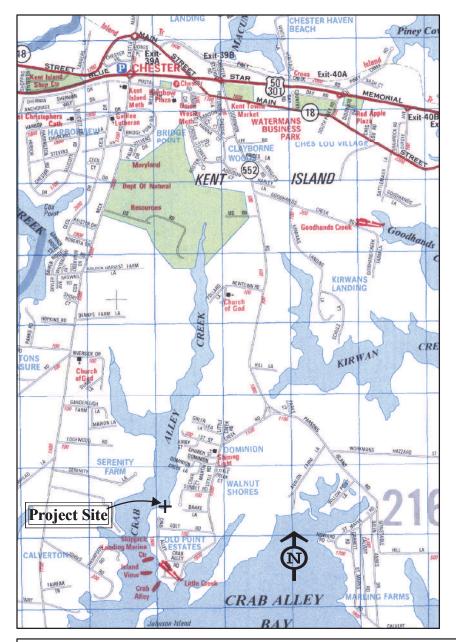
WETLANDS AND WATERWAYS PROGRAM TIDAL WETLAND APPLICATION GUIDELINES

PROPOSED LIVING SHORELINE PROJECT

Check list outlines the minimum required information for a proposed project; additional information may 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. 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. 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) 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. CROSS-SECTION 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. 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.



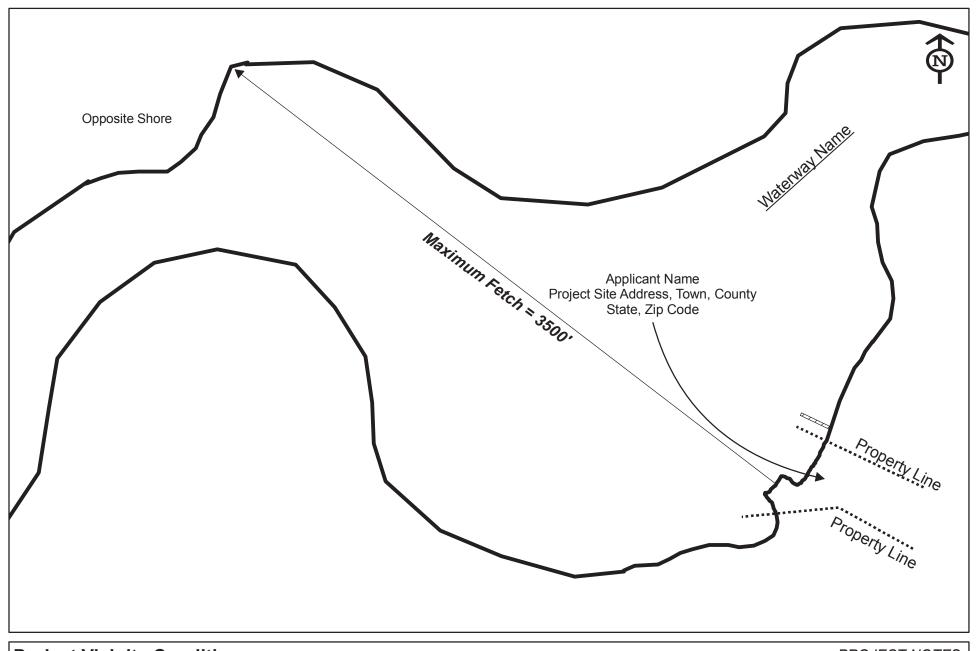


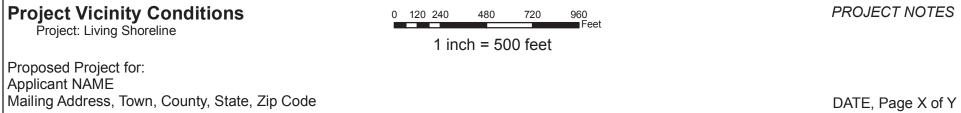
Vicinity Map & Aerial Photo Project: [INSERT TYPE OF PROJECT]

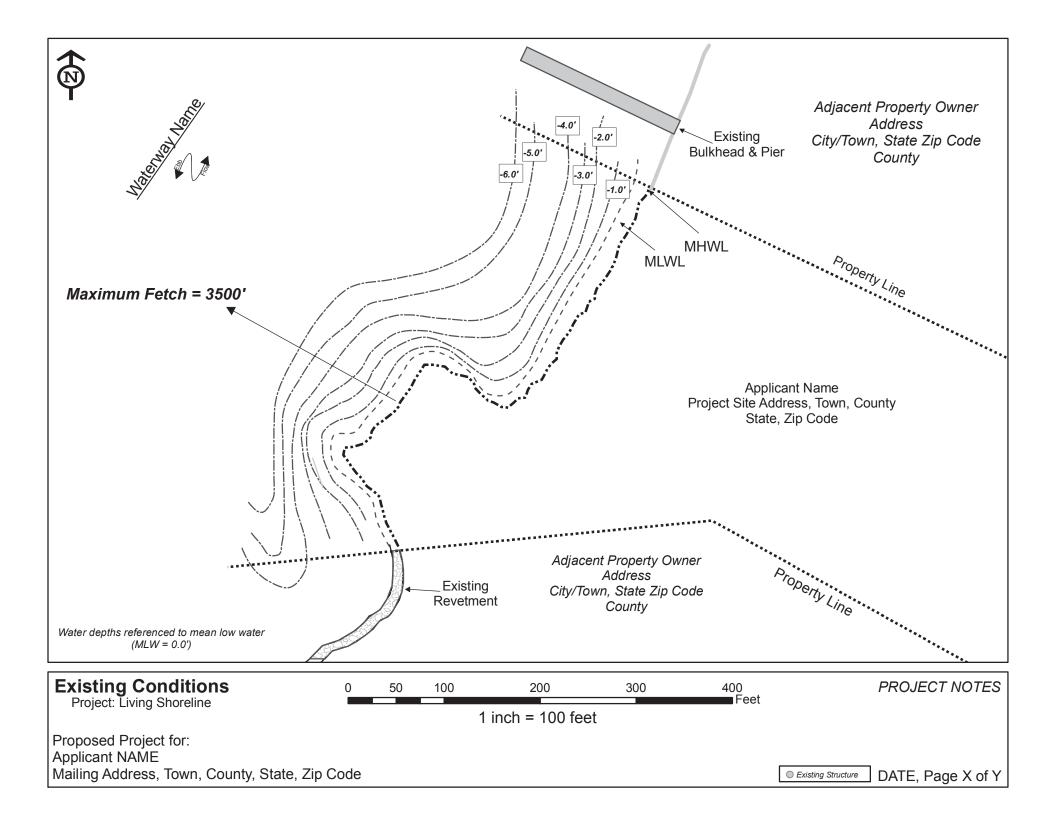
Proposed Project for: Applicant NAME

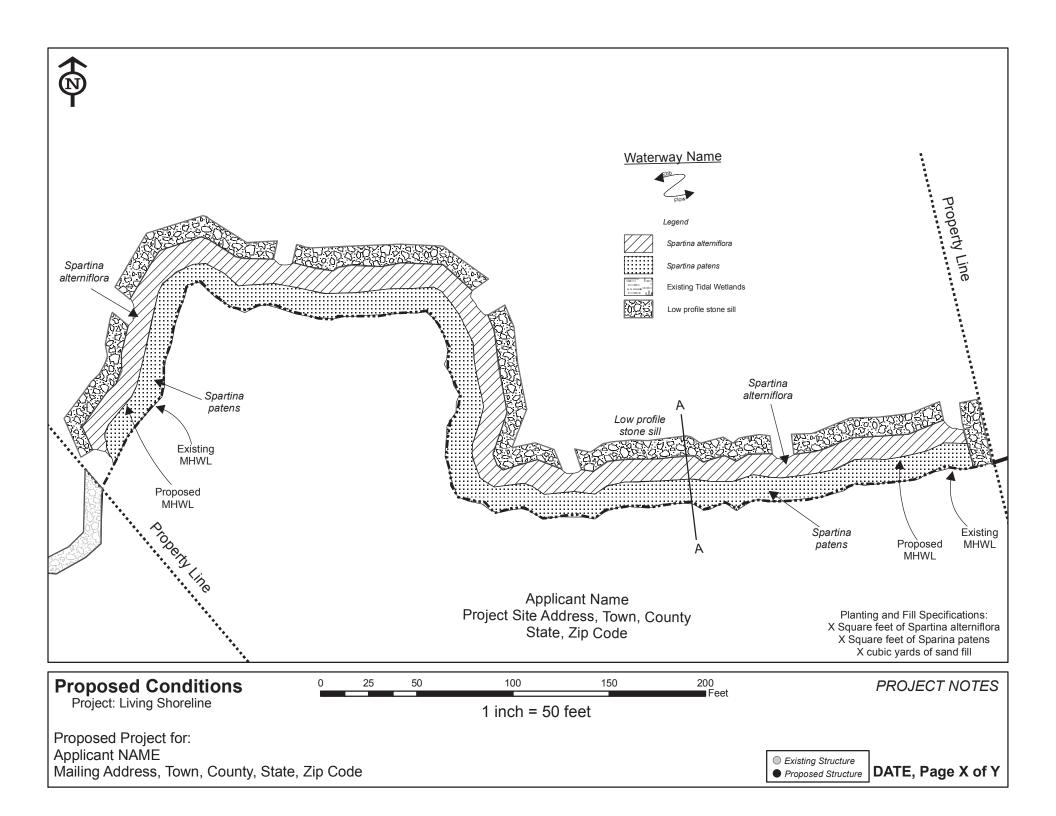
Mailing Address, Town, County, State, Zip Code

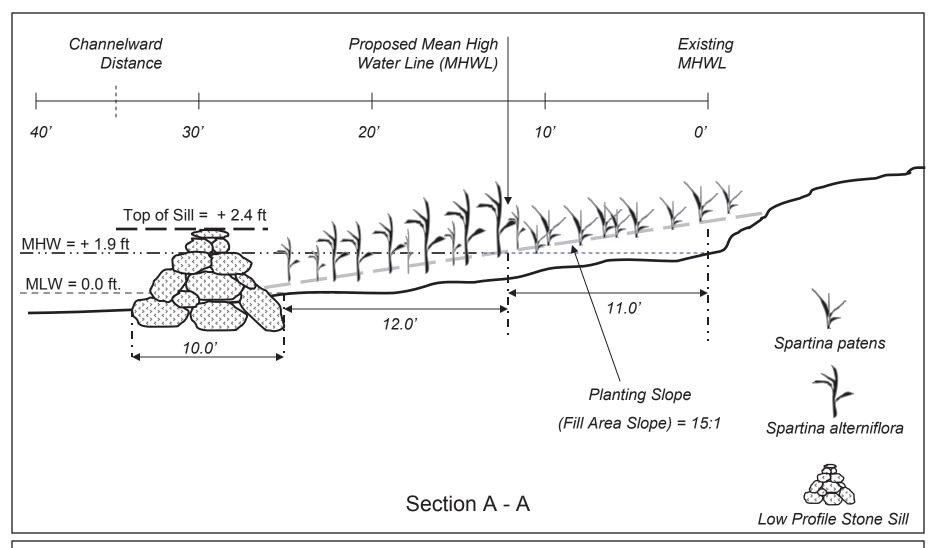
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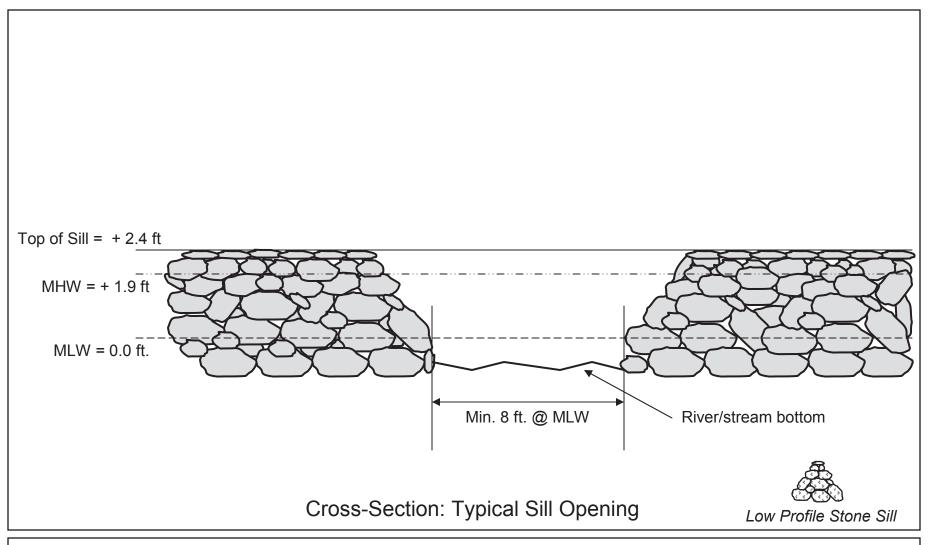


Project: Living Shoreline

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

Notes:

Maximum Channelward Distance; Amount of Clean Sand Fill (cubic yrds.), 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)



Project: Living Shoreline

Notes: Bottom of sill opening below the MLWL

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

WETLANDS AND WATERWAYS PROGRAM TIDAL WETLAND APPLICATION GUIDELINES

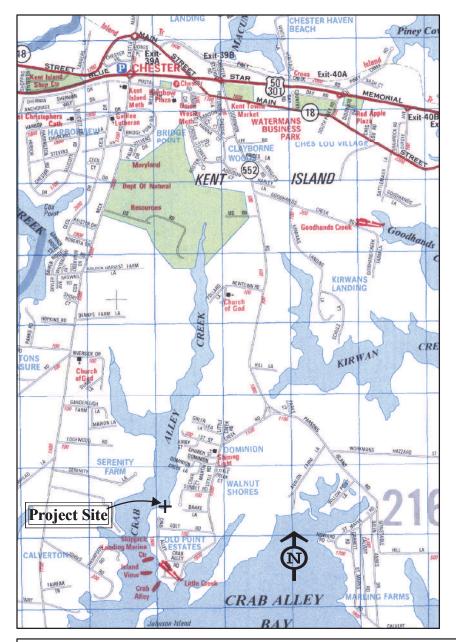
PROPOSED DREDGING PROJECT

*These plan guidelines should only be used for private homeowner dredging projects which only require the ABBREVIATED JOINT FEDERAL / STATE APPLICATION FOR THE ALTERATION OF ANY TIDAL WETLAND AND/OR TIDAL WATERS IN MARYLAND

Check list outlines the minimum required information for a proposed project; additional information may 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.			
_	Requires application processing fee erence the fee guidelines and tables to determine appropriate application review fees.		
GENI	ERAL 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.		
VICII	NITY MAP & AERIAL PHOTO PLAN SHEET		
	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. dredging.		
	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.		

EXIS	TING 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. dredging.	
	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 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 any marked or unmarked channels within the waterway and distance to the nearest edge of the channel.	
	Plan view should include water depths marked as either contours or spot depths extending to the edge of the marked or unmarked channel.	
	Plan view should depict all existing structures channelward of the Mean High Water Line (MHWL), including shoreline erosion control structures, located at the applicant's project site.	
	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 depict all existing structures channelward of the Mean High Water Line (MHWL), including shoreline erosion control structures, on the 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. dredging.	
	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). <i>If the MHWL or the MLWL are to be altered during construction the proposed MHWL and MLWL should also be labeled.</i>	
	Plan view should include water depths marked as either contours or spot depths.	

PROPOSED CONDITION PLAN SHEET(S) (CONTINUED)			
	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 where dredging will occur close to the property lines.		
	Plan view should depict the measurements (width and length) of the proposed dredge area.		
	Plan notes should detail the total square footage of the proposed dredge area, the maximum proposed dredging depth, and the total cubic yards of material proposed to be removed.		
CROSS-SECTION 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. 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. dredging.		
	Plan sheet should include the name of the applicant(s) and mailing address including the town/city, county, state, and zip code.		
	Cross-section(s) should depict the entire area to be dredged and accurately show the existing bottom elevation and the proposed bottom elevation.		
	Cross-section(s) should depict Mean Low Water (MLWL; referenced to 0.0 feet) and corresponding water depths to the proposed dredging depth.		
	Plan notes should detail the total square footage of the proposed dredge area, the maximum proposed dredging depth, and the total cubic yards of material proposed to be removed.		
	Plan notes should list the name and address of the MDE approved dredge disposal site. The method of transport to be used for the material i.e. water tight trucks, barge, etc.		
	Cross-Section views should include the Mean High Water (MHW), the Mean Low Water (MLW; referenced to 0.0 feet), and top of bank. Example: MLW = 0.0', MHW = + 1.9', + 4.0' Top of		



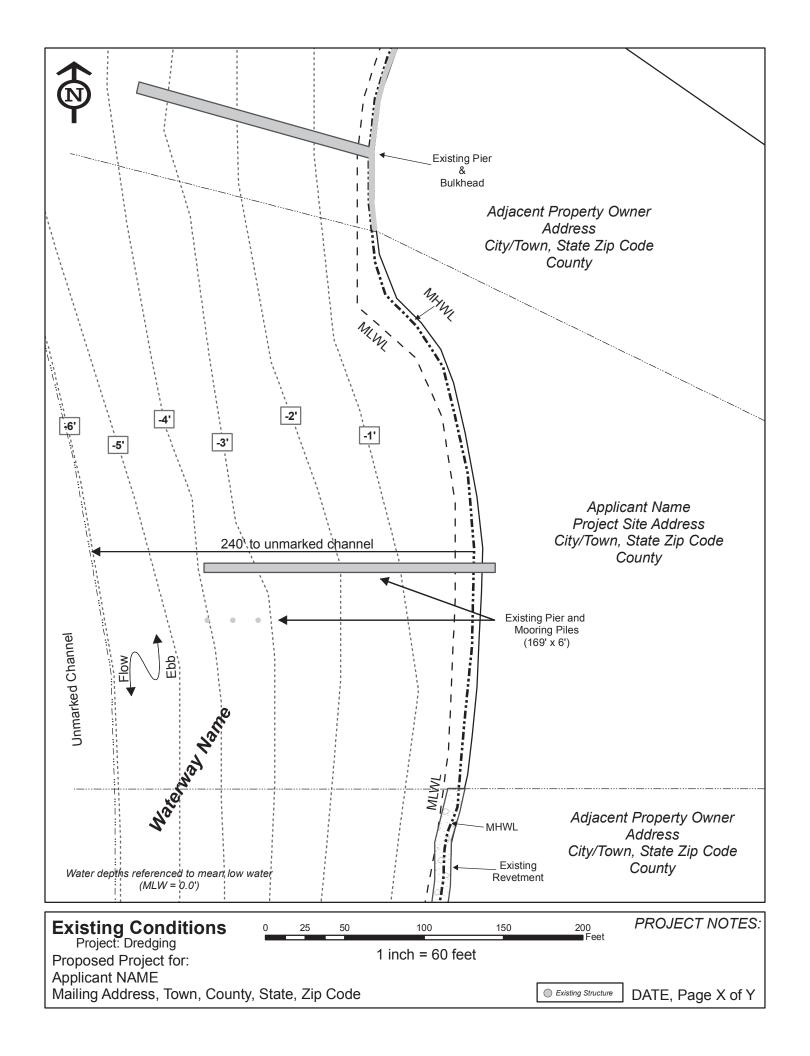


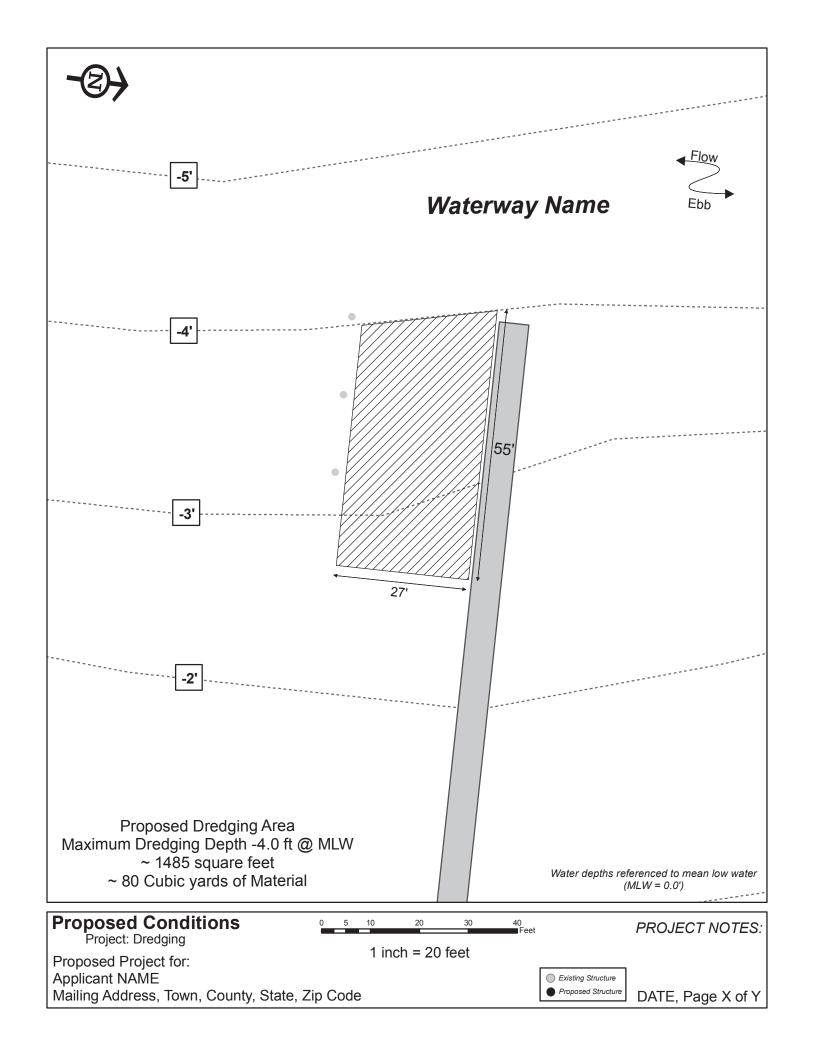
Vicinity Map & Aerial Photo Project: [INSERT TYPE OF PROJECT]

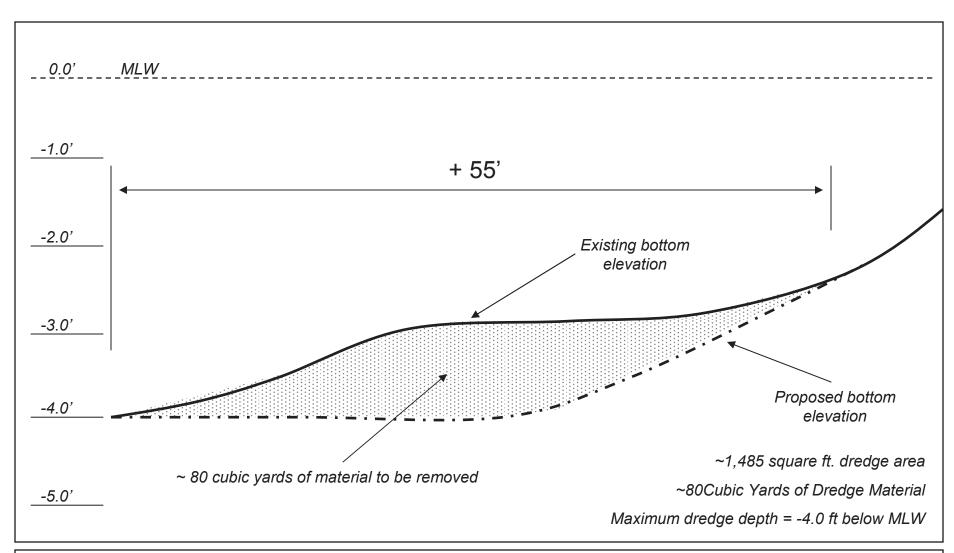
Proposed Project for: Applicant NAME

Mailing Address, Town, County, State, Zip Code

NOTES







Project: Minor Dredging

PROJECT NOTES:
Method of transport
Address of Dredge Disposal Site

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