

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

**PROPOSED REPLACEMENT BULKHEAD 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.

- 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, 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))**)

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

NOTE: This guideline and sample plans are for the replacement of a bulkhead 1.5 feet/18 inches channelward of a functional, existing bulkhead. It is recommended that an applicant schedule a pre-application visit with MDE to determine if the existing bulkhead is functional according to MDE guidelines. A functional, existing bulkhead may be replaced, otherwise an alternative method of shoreline erosion control must be proposed.

**APPLICATION GUIDELINE**

---

- ABBREVIATED JOINT FEDERAL / STATE APPLICATION FOR THE ALTERATION OF ANY TIDAL WETLAND AND/OR TIDAL WATERS IN MARYLAND
  - Plans
  - Photographs of existing bulkhead
- 

**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. replacement bulkhead.
-

---

## VICINITY 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.
- 

## 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. replacement bulkhead
  - 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 depict the existing bulkhead and include the linear feet of shoreline proposed to be impacted by construction of the replacement bulkhead.
  - 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. replacement bulkhead.
-

---

## PROPOSED CONDITION PLAN SHEET(S) (CONTINUED)

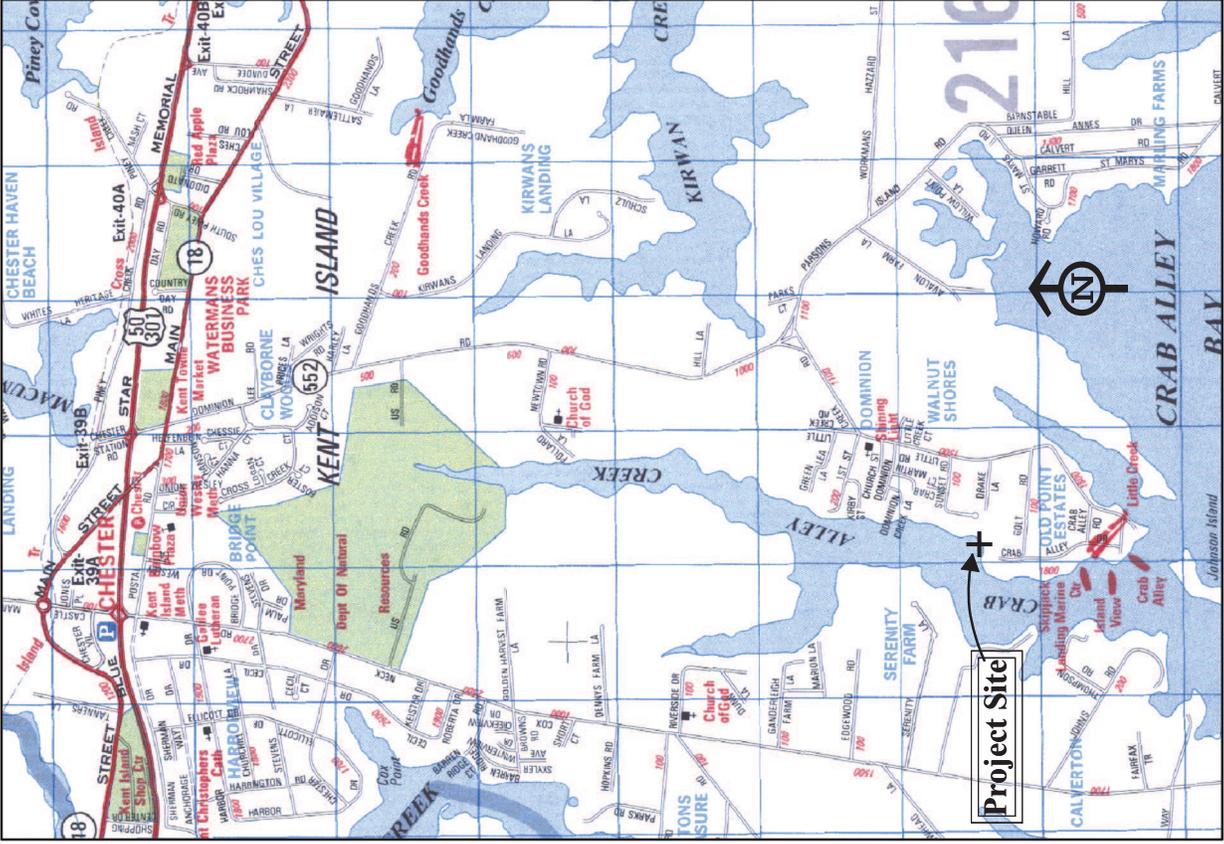
---

- 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). *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 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.
- 

## 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. 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 method to prevent loss of fill material to the waters of the State (i.e. filter cloth).
-



**Vicinity Map & Aerial Photo**

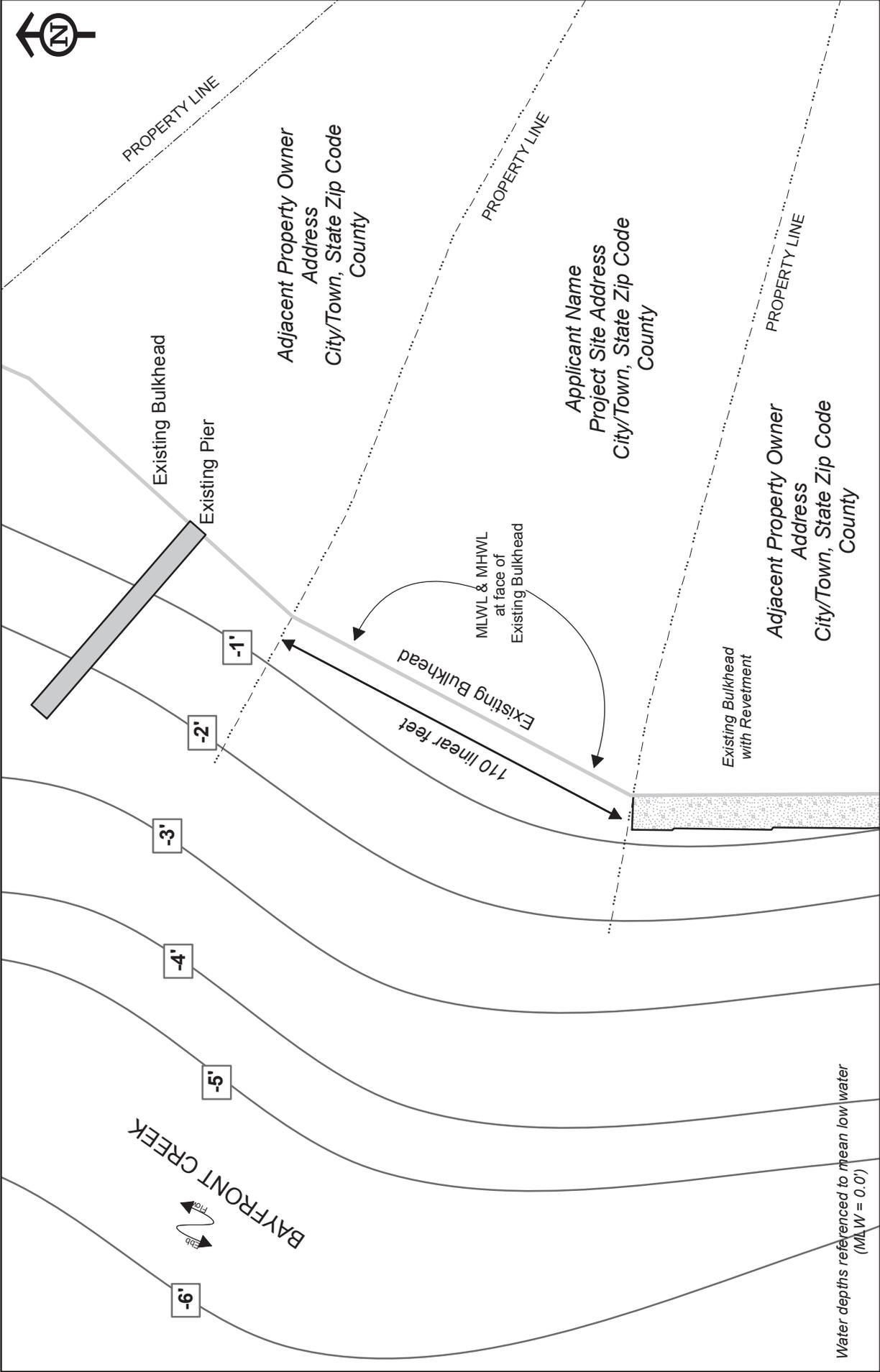
Project: [INSERT TYPE OF PROJECT]

Proposed Project for:  
Applicant NAME

Mailing Address, Town, County, State, Zip Code

NOTES

DATE, Page X of Y



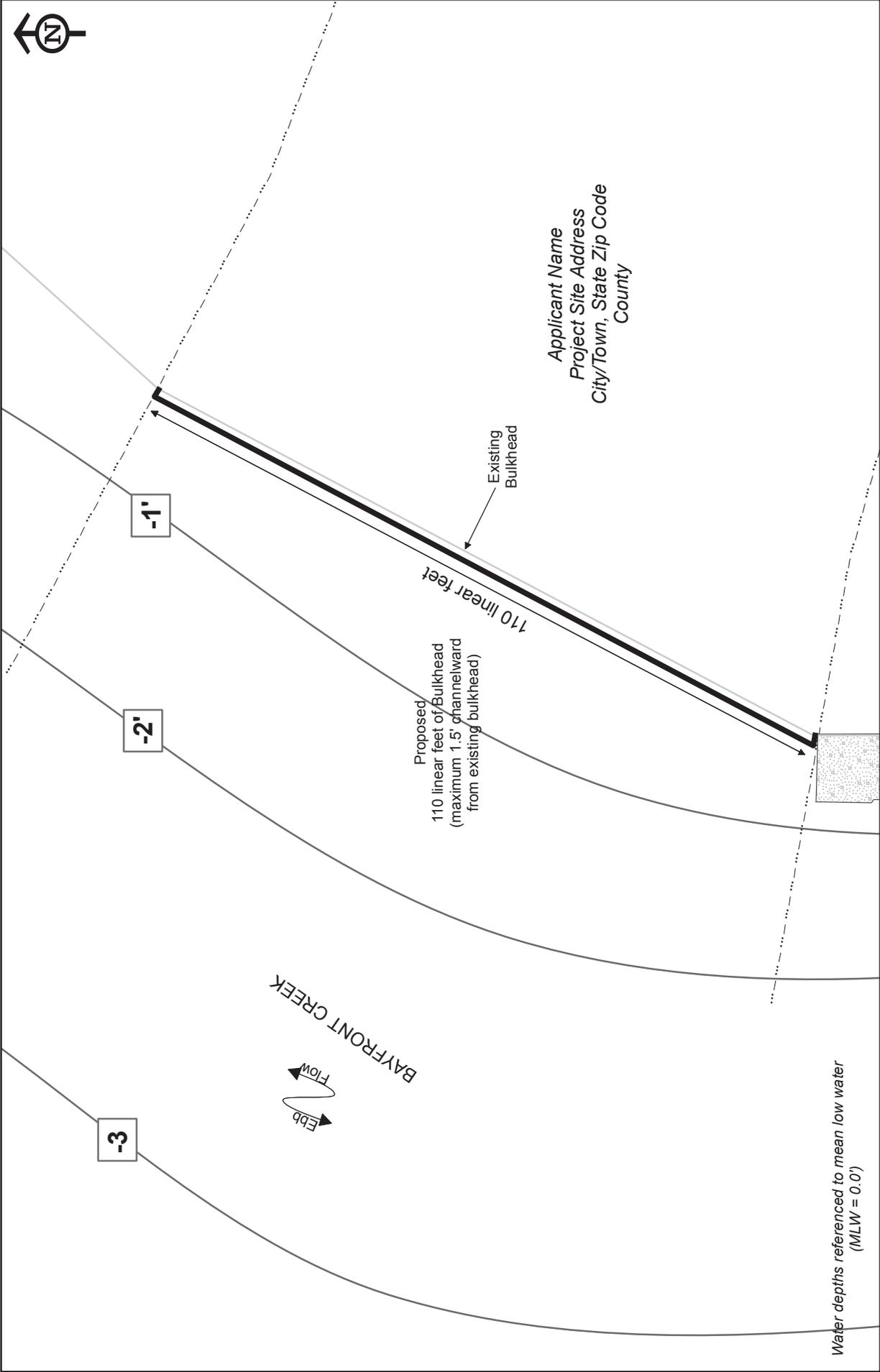
**Existing Conditions**  
 Project: Replacement Bulkhead

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

**PROJECT NOTES:**

0 10 20 40 60 80 100 120 Feet  
 1 inch = 40 feet

DATE, Page X of Y



**Proposed Conditions**  
 Project: Replacement Bulkhead

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

**PROJECT NOTES:**

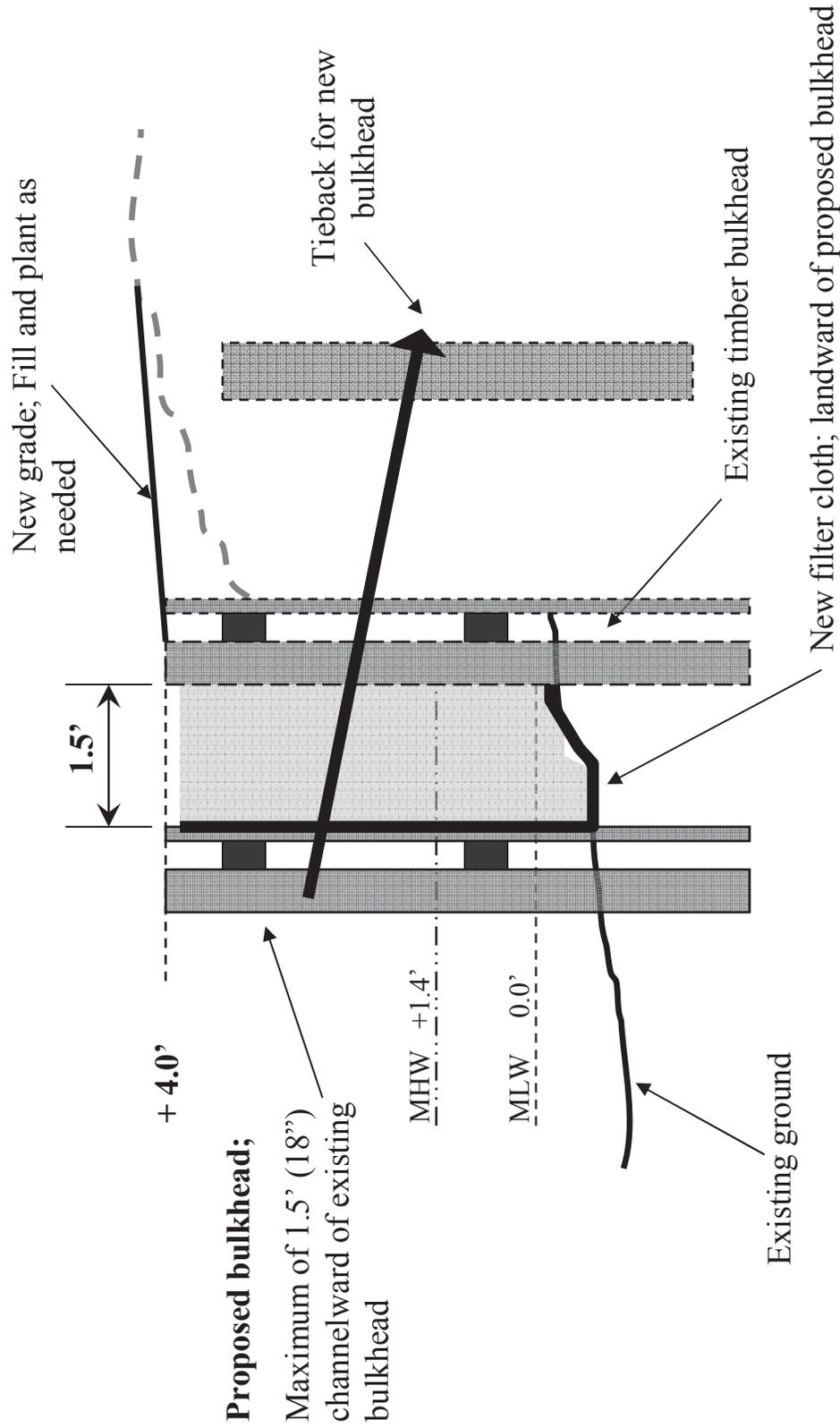
1 inch = 20 feet

0 5 10 20 30 40 Feet

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

● Existing Structure  
 ● Proposed Structure

DATE, Page X of Y



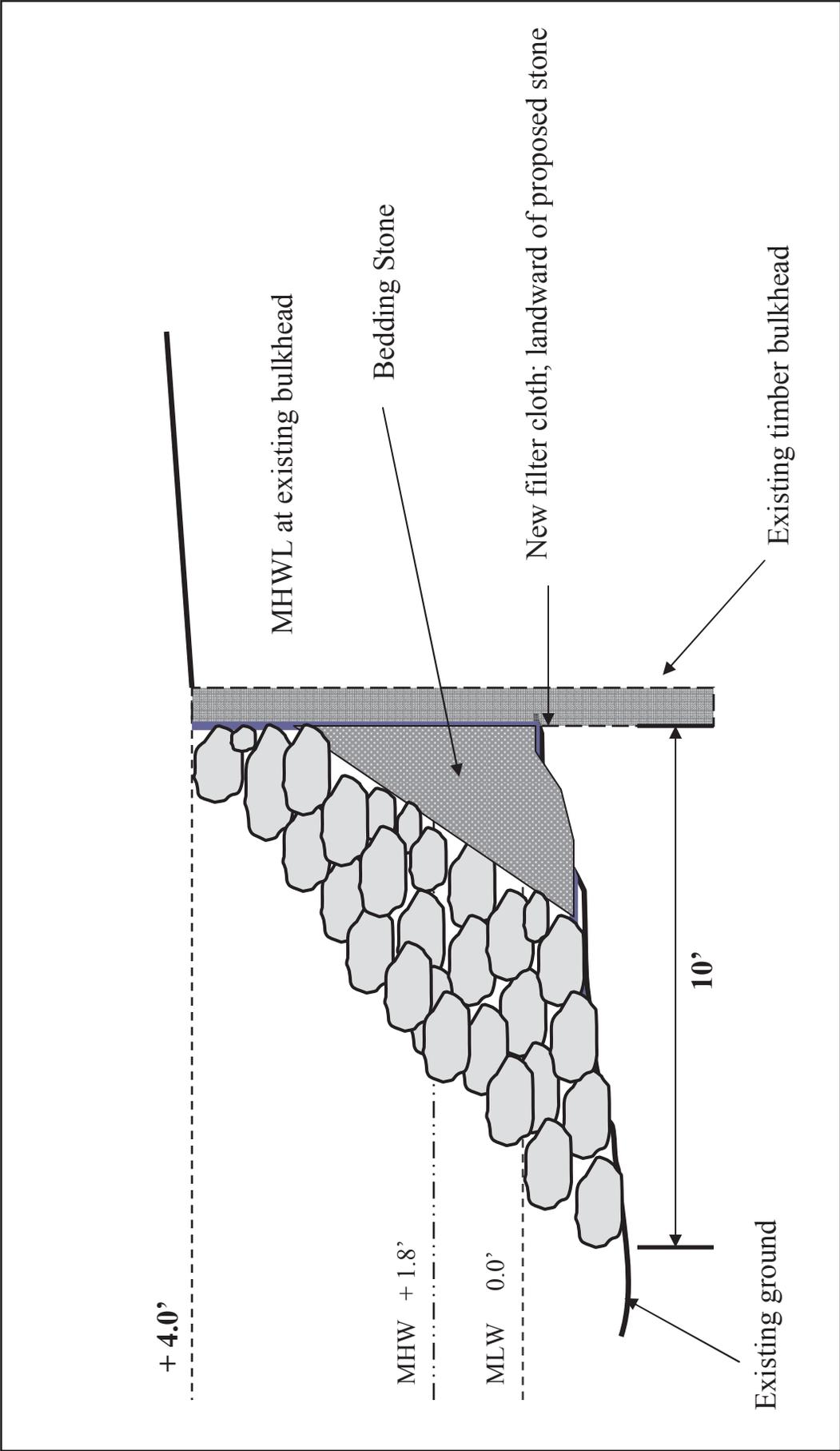
**Project: Replacement Bulkhead**

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

**PROJECT NOTES:**

110 Linear Feet of Replacement Bulkhead,  
 constructed no more than 1.5-feet (18")  
 channelward of existing structure.

DATE, Page X of Y

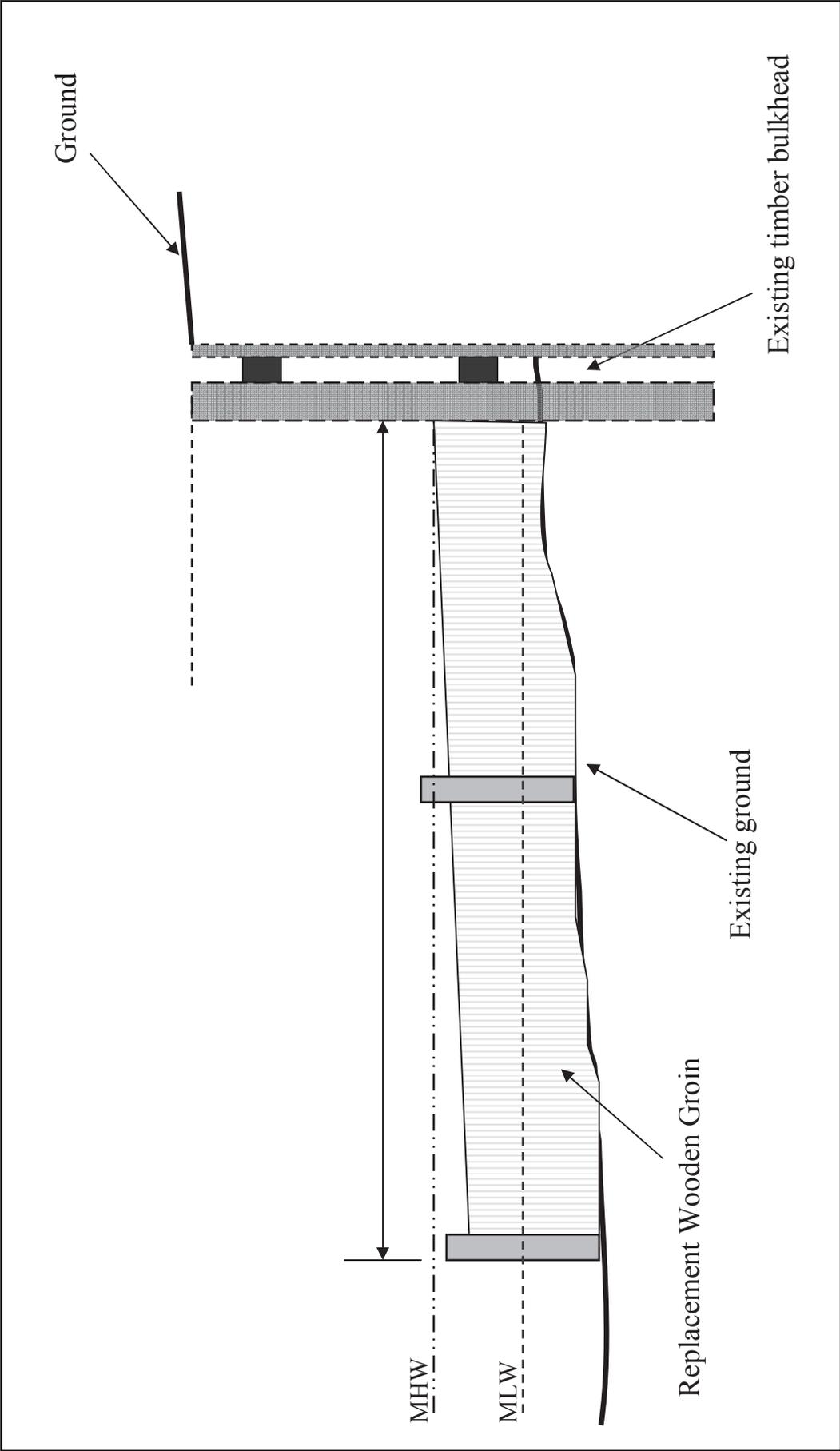


**Project: Stone Revetment Channelward of Existing Bulkhead**

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