

**Project Drawing Recommendations
For U. S. Army, Corps of Engineers Honolulu District
Section 404 (Clean Water Act)
Permit Applications**

Section 404 of the Clean Water Act requires a permit for discharge of dredged or fill material into all waters of the United States, including wetlands.

The drawings submitted with your application should show general project details in such a manner that evaluators (project managers) and the general public can obtain a full understanding of what is proposed. Avoid cluttering the drawing with too much information that causes the drawing to be difficult to read and understand. Drawings designed for other uses may not be suitable for application purposes. For example, engineering and construction drawings, while showing project details well, often do not include the information the Corps' evaluators need to assess a project's impacts. The general rule is to keep drawings as simple as possible while still providing the necessary information.

Clean drawings are essential to prompt evaluation of your application. The ultimate objective is a set of drawings that allows someone who is unfamiliar with the project to get a clear and accurate understanding of the project, its location, and the details of how streams, wetlands or shorelines will be affected. **Failure to provide adequate drawings can result in a delay of your application's review by the Corps.** Typical drawing sets include a vicinity map (or maps), cross-section (elevation) views and plan (top) views.

All drawings must be submitted on 8 ½ by 11 sheets of paper. Because drawings are copied, scanned, and sent to multiple parties, this size is necessary. If drawings are reduced, please make sure that the text and labels are legible at the smaller size and that the scale is adjusted to the reduction (include a bar scale that indicates correct dimensions). Drawings must be numbered consecutively (i.e. Sheet 1 of 6, Sheet 2 of 6, etc) beginning with the vicinity map and include a title block.

The title block should include the applicant's name, location, waterway, date, brief (2-4 word) description of the proposed project and the sheet number of total number in the set (e.g., 1 of 5). Below is an example:

PURPOSE: DATUM: ADJACENT PROPERTY OWNERS: 1. 2.	APPLICANT REFERENCE: POH-200*-**** LOCATION ADDRESS TAX MAP KEY	PROPOSED: IN: NEAR/AT: COUNTY: STATE: SHEET * OF * DATE:
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The vicinity, or location map must show the general and specific areas where the project is located. A topographic (quad) map is useful as is a street map. Include street address (if any) and longitude/latitude. Major roads, identifiable landmarks, existing structures and adjacent property uses need to be identified. The permit evaluator should be able to go directly to the site based on the vicinity maps. In summary, ensure the vicinity map is zoomed out far enough so one who is unfamiliar with the area can easily place him/herself in the landscape.

For plan views, provide the following information:

- A north arrow. Use the top of the page as “north”.
- The name of the waterbody (include name of waterbody adjacent to project wetlands, if any).
- The direction of flow for fresh waters streams, rivers, etc.
- The location of the existing shoreline and water elevation (level) –
 - Show the Ordinary High Water (OHW) line for fresh waters or the Mean Higher High Water (MHHW), also called the high tide line, for tidal waters when applying for a permit under Section 404 of the Clean Water Act.
 - Show the delineated wetland boundary.

Note: Be sure to indicate the source of your water datum. For example, a common reference elevation for non-tidal areas is the National Geodetic Vertical Datum (NGVD) – informally called “mean sea level”.

- The dimensions of the activity or structure, the distance from property lines, and the distance it extends into the waterbody beyond the Ordinary High or Mean Higher High Water Line, and/or wetland boundaries, as appropriate.
- Show existing structures on subject and adjoining properties and indicate adjoining property ownership.
- If fill material is to be placed, identify the type of material, amount of material (cubic yards), and area to be filled (acres).
- If the project involves dredging (or excavating), identify the type of material to be removed, the amount of material (in cubic yards), the area to be dredged, the method of dredging, and the location of disposal site.
- Identify any part of the activity that has been completed.

- Indicate types and location of wetland and/or riparian vegetation.
- Show erosion control measures, stormwater runoff control, stabilization of disturbed areas, etc.

For Cross-Sectional Views, provide the following information:

- The location of the existing shoreline (or wetland boundary) and water elevation as described above.
- The water depth at the waterward face of project.
- The dimensions of the activity or structure, and the distance it extends into the waterbody as described above.
- Indicate dredge and/or fill grades as appropriate.
- Indicate existing and proposed contours and elevations.
- Indicate types and location of wetland and riparian vegetation present on site.
- Indicate type and location of material used in construction and method of construction.
- Indicate height of structure.

If a site includes a wetland, submit a wetland delineation with a map showing data reference points and wetland boundaries. It is useful to overlay a copy of the proposed work drawings on the wetland boundary drawings to show areas of fill, etc.

Please review the sample drawing(s) included with this package. They are provided to ensure that you submit all the information needed on each drawing.

For assistance in developing project drawings, contact the Corps of Engineers Honolulu District Regulatory Office at:

Phone: (808) 438-9258

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