



Jurisdictional Determination (JD) Information Checklist

U.S. Army Corps of Engineers
Baltimore District

This checklist is to assist applicants in submitting complete and proper information. This is not a comprehensive list, nor are all items mandatory for all projects. However, this list contains general information typically necessary for this office to confirm jurisdictional and/or wetland delineations as part of the permit process. Please consult with the Corps Regulatory Project Manager assigned to your project to determine the appropriate information for your project.

1. ____ **Written request** for a wetland determination and/or delineation verification. This request should include written permission from the property owner or the owner's legal representative for Corps personnel to access the property.
2. ____ **Name, address, and phone number** of the current property owner(s), applicant (if different), and agent, if applicable.
3. ____ **Completed Approved Jurisdictional Determination Form(s)**. This form is available on the Corps website at:
http://www.usace.army.mil/CECW/Documents/cecwo/reg/cwa_guide/app_b_approved_jd_form.pdf
4. ____ **Directions** to the site from the nearest interstate highway.
5. ____ **Center coordinates of site** (latitude/longitude in degree decimal format). For linear projects, coordinates of each wetland and stream channel in the jurisdictional determination review area.
6. ____ **Vicinity map** including the exact location of the proposed project. It should include the nearest intersection of two state highways, identifiable reference points, and concise directions to the site. A U.S. Geological Survey quadrangle map (at original 1:24,000 scale) and/or street atlas is preferred.
7. ____ **Property boundaries or jurisdictional determination review area** (if different from property boundary) including bearing and distances of property line. On linear projects, start and terminus points are required along with bearings at any major directional change. The Corps evaluator will only determine jurisdiction for the review area(s) on the property that the proponent requests. Omission of other areas on the property does not constitute a "no jurisdiction" determination for those areas
8. ____ **Name of nearest waterbody**. If the stream is unnamed, identify the receiving waters (e.g., unnamed tributary to Cattail Creek).
9. ____ **Site map** showing the following information:
 - a. ____ **Scale** appropriate for evaluation (no greater than 1"=200'; 1"=50' or 1"=100' is preferred). On large or linear projects, multiple sheets of useful scale may be submitted provided an overview map is also provided;
 - b. ____ **Location of all "potential" waters of the U.S.** including, but not limited to, streams (perennial, intermittent, ephemeral), wetlands, ponds, watercourses, and/or drainage ditches, etc.;
 - c. ____ **Jurisdictional boundary line** (wetland/upland) staked or flagged in the field with corresponding flag number to points on map. Wetland boundaries shall be delineated in accordance with the 1987 Corps Wetland Delineation Manual. Show sampling points and transect(s) locations. Location of the Ordinary High Water (OHW), Mean High Water (MHW), and High Tide Line (HTL) should also be shown;
 - d. ____ **Include** north arrow, title block with date, property name, drawing number/preparer, revision dates, roads and waterway names;
 - e. ____ **Mapping grade (Differential Global Positioning System)**. Sub-meter (< 1m) accuracy GPS will be acceptable for preliminary field work only. DGPS will be acceptable final survey method provided horizontal positional accuracy is +/- 15 cm (0.5 feet). QA/QC documentation or certification by a Professional Land Surveyor is required for DGPS submissions. Physical survey of the site shall be to current standards and specifications.



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10. ____ **Wetland Determination Data Forms for both upland and wetland points** (wetland points for each unique community type) along the delineated boundary. Data forms should be complete and legible. Specify the location of the data collected, the methodology used, and the rationale for the choice of methodology (i.e., routine, comprehensive, atypical, etc.). Blank wetland determination data forms are provided at <http://www.nab.usace.army.mil/Regulatory/JD/DataForm.pdf>
11. ____ **Reference information** from as many of the following sources as are available (NOTE: all information should have source, data, and a scale):
- ____ Aerial photographs (from multiple years where available) on sites greater than 5 acres;
 - ____ National Wetland Inventory (NWI) and/or State Wetland maps;
 - ____ Soil surveys from the most recent soil survey effort (data available from SSURGO or other source) including series descriptions. ;
 - ____ FEMA 100-year floodplain boundary, and/or local FEMA approved Flood Plain studies;
 - ____ USGS Quadrangle map;
 - ____ Infrared aerial photography if available;
12. ____ **Size of waters of the U.S.** (acreage of each wetland; linear feet and width of each stream) in the jurisdictional determination review area.
13. ____ **Identify site safety** issues by checking with the Environmental Protection Agency (EPA), State (DEP in Pennsylvania or MDE in Maryland), or other local environmental protection information sources. Ensure site is free of contaminants that are considered hazardous and note any potential “Risk” areas on the site map.
- Nationwide EPA Overview: <http://www.epa.gov/reg3hwmd/>*
In MD: <http://www.depweb.state.pa.us/landrecwaste/cwp/view.asp>
14. ____ **Site Access Permission verification.** On large or linear projects that cross multiple property boundaries, contact the individual property owners within 48 hours of the site visit to confirm permission for site access by all parties. Signed site access permission forms (or other USACE accepted notification forms) should be brought to the site visit along with a tracking log containing the most recent efforts to contact and verify site permissions with individual property owners. USACE employees are not allowed to access a site for jurisdiction verification unless explicit permission is granted by the property owner or his designee.
15. ____ **Optional items** can be supplied that will assist in the Jurisdictional Determination review and subsequent permit evaluations:
- ____ Note the general **climatological condition** of the site at the time of evaluation;
 - ____ Onsite, ground level **photographs** from representative locations with photo index map identifying photograph location and direction;
 - ____ **Cowardin Classification** of wetland areas.
 - ____ **Current and historic land uses** (i.e., agricultural, industrial, residential, cropland, lawn, forested, etc.);
 - ____ **Total acreage of wetlands** to be affected by the project (if known);
 - ____ **Rate of average annual flow** in CFS for streams;
 - ____ **General geologic and topographic conditions;**



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Pre-application Checklist

Note: While a pre-application meeting is not a required component of a Jurisdictional Determination, the Corps highly recommends using the JD field visit and JD review process as an opportune time to discuss possible impacts to regulated areas. Providing the Corps with as many of these items as is reasonably available generally will enhance the permit review process.

1. ___ **Site development plans** (separate sheet(s); if available);
2. ___ **Environmental Assessment** of aquatic resources on site;
3. ___ **Adjacent property owner(s)** including names, addresses (mailbox number), and reference points (e.g. along the west side of Cattail Creek);
4. ___ **Proposed and existing structures** clearly defined as such;
5. ___ **Location, dimensions, and type** of sewage/septic system proposed;
6. ___ **Dimensions of proposed structures** such as driveway, house, garage, and other;
7. ___ **Structures** which are proposed in wetlands or other potential aquatic resources;
8. ___ List of all **approvals and certifications** required and/or received from other Federal, Interstate, State, or local agencies for the development of the project site.