

New York State Department of Environmental Conservation

Region 2 Drawing Checklist: Pier Projects



A. COVERSHEET

DEC Region 2 recommends providing a project drawing coversheet for moderate to large projects with multiple drawings to include information as indicated below.

1. Project Identification

Label the map with the following information:

- a. Submission title
- b. Project name
- c. Site/facility street address
- d. Tax lot – block & lot number
- e. Drawing date
- f. Consultants

2. Drawing Index

Provide the following information for each drawing:

- a. Drawing number
- b. Drawing title
- c. Initial drawing date
- d. Latest revision date

3. Site Location Map

- a. Insert the image of the Site Location Map as listed in the section below.



B. SITE LOCATION MAP

Provide a map showing the precise location of the project site as indicated below.

1. Site Location Map Information

- a. Scale map to legibly show the project site and surrounding streets within a ¼ mile radius of the site.
- b. Provide a call out label showing the precise location of the project site, including tax lot identification numbers; see [NYC Dept of Finance](#).
- c. Label major streets.



C. SITE PHOTOS AND PHOTO LOCATION MAP

Provide site photos and mapping information as indicated below.

1. Site Photos

Label the map with the following information:

- a. Provide recent, clear photos of the project site as it relates to the waterbody and/or wetland.
- b. Label the photos with a reference number, the date taken and the direction of the view.

2. Photo Location Map (for large projects with three or more photos)

Provide the following information for each drawing:

- a. Scale map to legibly show existing features of the project site.
- b. Label the map with the photo locations using the reference number and view direction.



D. EXISTING SITE CONDITIONS MAP

Provide a map of existing site conditions as indicated below.

1. Property and Title Information

- a. Show property boundary line and any internal lot lines.
- b. Show any easement or deed restriction lines.
- c. [Label tax block and lot number\(s\).](#)
- d. Show adjoining property lot lines and label current ownership and block and lot number(s).

2. Existing Natural/Environmental Site Features

- a. All drawings must be in NAVD88 and labeled as such.
- b. Show elevation contours in 2' intervals and label the 10' contours
- c. Show and label tidal wetlands boundary line; reference [NYSDEC map](#) or flagging date and entity (DEC staff or applicant's consultant) who conducted flagging.
- d. [Show mean high water \(MHW\) line and mean low water line \(MLW\).](#)
- e. Show water depths at mean low low water.
- f. [Show and label CEHA line,](#) if applicable.
- g. If relevant, show and label tidal wetland vegetation.

D. EXISTING SITE CONDITIONS MAP CONTINUED

3. Existing Built/Developed Site Features

- a. If applicable, show and label:
 - i. Existing bulkheads or shoreline stabilization structures
 - ii. Existing docks, catwalks, ramps and/or floats
- b. Existing bulkheads or shoreline stabilization structures.
- c. Show a label with description and dimensions of any existing dock features (e.g. sheeting, whalers, piles, anchor systems).

4. Measurements and Labels

- a. Mark and label the dimension of the closest distance between the tidal wetland boundary and the seaward face of an existing structure to remain.
- b. Mark and label the dimension between the seaward face of any existing dock and the seaward face of an existing structure to remain.

5. Cross Section Cut Lines

- a. Show and label reference cut lines for an existing site cross-section (to be shown on the Cross-Sections and Details drawing).
- b. The location of the cut line(s) shown on this map shall match the location of cut lines to be shown on the Proposed Site/Project Plan.



E. PROPOSED SITE/PROJECT PLAN

Provide a detailed plan of the area where the regulated action (within the tidal wetland adjacent area) is proposed to occur as indicated below. The Proposed Site/Project Plan shall be the same scale as the Existing Conditions Map. Site and construction details may be shown on this drawing, or on a separate drawing(s) if more space is needed.

1. Property and Title Information

- a. Show all property and title information included on the Existing Site Conditions Map.

2. Existing and Proposed Project Information

Use the Existing Site Conditions Map or a simplified version of it as the base for this drawing:

- a. Show the existing site condition information in a gray tone or thinner line, and the proposed project information in a black tone or thicker/bolder line. If combining the existing and proposed information makes the drawing difficult to read, eliminate some of the less relevant detailed existing site feature information.
- b. Show location and label dimension of proposed dock and other associated proposed structures.

E. PROPOSED SITE/PROJECT PLAN CONTINUED

- c. Show and label proposed design materials and features (e.g. decking, floats, lifts, etc.)
- d. Show proposed grade/elevation contours and spot elevations where needed.
- e. If float is greater than 200 square feet, provide boat registration information.
- f. Indicate project limit lines (i.e. areas of disturbance, including construction access and staging and storage areas).
- g. Indicate and label location of erosion/sediment controls, if applicable (e.g. silt fence, straw bales, turbidity curtain).

3. Measurements and Labels

- a. Using the same location as on the Existing Conditions Map, mark and label the dimension between the seaward face of the proposed dock and the seaward face of an existing structure to remain.

4. Cross Section Cut Lines

- a. Show and label reference cut lines for the proposed cross-section(s) to be shown on the Cross-Sections and Details drawing.
- b. A cutline shall be drawn perpendicular to the shoreline, and extend from the water (beyond where the dock is proposed to end, through the central length of the dock and any existing shoreline structures, and up to and including any adjacent upland areas involved with the project.
- c. Additional cross section cut lines may be needed in locations where additional floats, finger piers or other in-water structures are proposed.

5. Site and Construction Details

Referenced/related details may be added to this drawing.



F. CROSS-SECTIONS AND DETAILS

Provide drawing(s) showing legible cross-section(s) per referenced cut lines shown on the Existing Conditions Map and Proposed Site/Project Plan. Site and construction details may be shown on this drawing, or on a separate drawing(s) if more space is needed.

1. Cross-Sections

Provide cross-section(s) showing existing and proposed information as indicated below.

- a. Both the existing and proposed cross-sections must be drawn at the same scale.
- b. Number label the cross-section(s) to reference the cut-lines indicated on the Existing Conditions Map and Proposed Site/Project Plan.

F. CROSS-SECTIONS AND DETAILS CONTINUED

2. Existing Cross–Sections

Include all existing condition information listed below, as applicable (some of these items apply to the cross–section parallel to the shoreline, some to the cross–section perpendicular to the shoreline, some to both):

- a. Location of any existing docks, bulkhead or other shoreline structures
- b. Location and dimension of existing decking, piles, floats, boat lifts, etc., for docks and other shoreline structures
- c. Show and label tidal wetlands boundary line.
- d. Indicate mean high water (MHW) line and mean low water (MLW) line.
- e. Existing grade (upland and underwater)
- f. Water depth at mean low low water
- g. Deed restriction/easement lines
- h. Existing grade
- i. Property line

3. Proposed Cross–Sections

Using the Existing Cross–Section as a base, overlay the following proposed design information, as applicable (some of these items apply to the cross–section parallel to the shoreline, some to the cross–section perpendicular to the shoreline, some to both):

- a. Show the existing site condition information in a gray tone or thinner line, and the proposed project information in a black tone or thicker/bolder line. If the combined existing and proposed information makes the drawing difficult to read, eliminate some of the detailed existing site condition information.
- b. Location and dimension of proposed dock and catwalk
- c. Type of dock to be installed (fixed or floating) and material (ie. steel, wood, plastic)
- d. Dimensions and locations of proposed design materials and features (e.g. decking, floats and lifts, etc.)
- e. Distance from bottom of float to mudline
- f. Distance from catwalk to mean high water and mudline
- g. Water depth at mean low low water, if different from existing water depth
- h. Proposed grade
- i. Location of erosion/sediment controls (e.g. silt fence, straw bales, turbidity curtain)

4. Project Fill Table

Include a small table with project fill information - if applicable; type(s), volume(s) and sources of fill to be used.

5. Details (if applicable)

Provide additional sections or details on the same or separate drawing(s).

- a. Erosion and sediment control details
- b. Enlarged/special feature details (e.g. tidal pools)
- c. Additionally proposed shoreline structures or stabilization (bulkheads, riprap, docks, etc.)