

## Waters Report/Wetland Delineation Checklist | 2018

INDOT Environmental Services, Ecology and Waterway Permitting Office

Last revised: 5/2/2018

## Project Route/Type INDOT DES Number County RFC Date Project Manager Designer/Consultant Firm Field Investigation Date(s)

Review columns are abbreviated as follows: Sufficient (S), Deficient (D), and Not Applicable (NA). All items marked deficient require resolution from the consultant prior to INDOT acceptance of the report.

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2. V	VAT	ERS	REPORT/WETLAND DELINEATION VERIFICATION
S	D	NA	Waters Report/Wetland Delineation Requirements
			A) The road number, DES #, Asset ID #, County, dates and specific project information matches
			SPMS and within the document and all attachments
			Reviewer Notes:
			B) The narrative:
			☐ If revision, the report reflects the revised date on front page
			☐ Township, section, and range are correct
			Lists all soil types in the investigated area and their hydric range
			☐ Lists all NWI mapped wetlands in investigated area and surrounding
			☐ Identifies the number of Waters of the U.S. and each one is described in narrative
			☐ If wetlands are not present, the report discusses why there are no wetlands (including why NWI wetlands within the project limits were not wetlands)
			☐ If wetlands are present, plot data and the 3 wetland criteria are discussed and upland and wetland data points are taken. Designation as a waters of the U.S. or waters of the state is included
			☐ Mentions absence or presence of side ditches, as well as their jurisdictional status
			☐ Jurisdictional roadside ditches are listed as streams (UNTs), not ditches or RSDs.
			☐ Unusual circumstances are identified
			Standard statements about mitigation and Corps jurisdiction are included
			☐ Includes an acknowledgement section that is signed and dated by preparer. *If revision make sure
			date is updated.
			Reviewer Notes:
		·	C) Boxes in the Stream, Wetland, and/or Data Point Summary Table(s) are filled in correctly:
			☐ Data Point Table: All data points are included and match the data sheets.
			☐ Water feature name or ID is consistent in report and Pre-JD
			☐ Latitude and longitude of features are consistent with pre-JD and in decimal degrees
			☐ Photo numbers reference correct features

☐ For streams, the OHWM width is consistent with the report
☐ For wetlands and open water, the acreage is consistent with the report
☐ USGS blue-line and riffles or pools are indicated and lists the substrate type for each stream
☐ The quality (poor, average or excellent) is listed and Waters of the U.S. status is indicated <i>Reviewer Notes:</i>
D) Map requirements:
☐ There are location, aerial, NWI, soils, topographic, floodplain (FEMA/FIRM), photo orientation maps, LiDAR map (if applicable), and karst (for karst regions).
☐ Maps are clear and in focus, have titles, a north arrow, scale bar and appropriate legend
Sources/citations are provided at the bottom, including author and date of the maps
Project location/review area is shown correctly and features (waters, ditches, datapoints, photopoints) are labeled
☐ Direction of water flow is noted
Reviewer Notes:
E) Photo requirements:
☐ The photos are clear and properly labeled with date, direction and subject matter
☐ The cardinal directions mentioned in the photos match those on the orientation map
☐ The quality and quantity (typically 4 per structure/waterway, 2 per wetland/datapoint, and 2 per non-jurisdictional feature) of photos are sufficient to make a good determination in the office
☐ Photos show all aspects of the investigated area (including pictures of the ROW)
Reviewer Notes:
F) Wetland Data Form requirements ( <b>if applicable</b> ):
☐ The most current data forms are included of correct region
☐ The project data at top is filled in correctly and is complete
☐ The Summary of Findings match the data in the form and the conclusions stated in the report
☐ Plant information is correct per current guidance and vegetation data results have been checked
☐ Soils information is provided and indicator(s) are noted if hydric soils are present
☐ Soil pits were dug at least 16-20 inches deep unless there was a restrictive layer
☐ Hydrology indicators and/or observations are provided
☐ Field investigation dates match the text in the report
Reviewer Notes:

	☐ HHEI or QHEI sheets used correctly based on watershed size
	in the of Questions used correctly based on watershed size
	☐ The data sheets are filled out correctly
	☐ The numbers in the data sheets match what is in the report
	Reviewer Notes:
Pre- JD R	equirements
D NA	Verification
	A) Pre-JD requirements:
	Background Information and Sections A, B, & D are filled in correctly and the data matches the
	report. Make sure the DES and a short project description are included in section D.
+ + -	At least four blank lines in Section C for USACE to add their information
1	Office and field determination is blank in Section E
	☐ Supporting data boxes are checked for all supplemental information submitted with the report
	☐ In the final version, the Pre-JD is signed and dated by the preparer *If revision make sure date is
	updated
	The Pre-JD Summary Table information matches the data in the Wetland and/or Stream Summary Table (s) in the report and in Section D of the Pre-JD **Note: Only weters of the U.S. should be
	Table(s) in the report and in Section D of the Pre-JD. **Note: Only waters of the U.S. should be included on the Pre-JD; DO NOT include waters of the state/isolated wetlands.
	Louisville District ONLY: If isolated wetlands are present, check to see if an official JD form is
	needed. If so, is an official JD form included in the report?
	Reviewer Notes:
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