

**GUIDANCE FOR:
WATERS AND WETLANDS EVALUATION REPORT**

For

County		JP Number		Project Number	
Road Number		Water Body Name			
ROW Date		Let Date		Project Length	
Project General Location					
Project Statement					

The information in this report must match the Biological Assessment Report.

Specifics for aquatic delineations are in the last sections of this Guidance document.

Prepared for:
Oklahoma Department of Transportation
Environmental Programs Division
200 NE 21st Street
Oklahoma City, OK 73105

Prepared by:

Biologist Name	
Company/Agency Name	
Address	
City, State Zip	

Report Date:	
Field Date:	

PROJECT OVERVIEW

Project Type (Choose one)	Check <input type="checkbox"/>
Bridge and Approaches or bridge widening/structure extension	
Grade, Drain, Surface and Bridge	
Grade, Drain and Surface	
Asphalt Overlay Resurfacing	
Widen and Resurface existing lanes	
Pavement Reconstruction or rehabilitation	
Bridge Rehabilitation	
Safety Improvements (Cable Barrier, Guardrail, signage)	
Intersection Modifications	
Safe Routes to School (Describe)	
Enhancements (Describe)	
Other (Describe)	

Description of the **existing** bridge/roadway

Description of **proposed** improvements **SPECIFIC TO THIS PROJECT**

Project Footprint General Description and Vegetation Present

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WATERS AND WETLANDS EVALUATION

Data Sources Reviewed (list)

USGS 7.5 minute Quad	NWI Map	USACE Wetland Regional Supplement	Additional Resources Reviewed

Streams and Drainage Features Summary Table

Individual Feature #	Stream Name	Mapped on 7.5 Minute USGS	Feature Type Based on Field Data	Potential Jurisdictional Status	Acres within Project Footprint
E.g. S1, S2	If unnamed, tributary to what named stream	Yes or No	E.g. perennial, intermittent, ephemeral	Likely or Unlikely	
E.g. DF1, DF2			E.g. ditch, swale, gully, wash	Likely or Unlikely	

Note: Include each delineated feature in this table, one feature per row and do not group features. Organize features by types (such as all the Streams in order, then all the Drainage Features)

Wetlands and Open Waters Summary Table

Individual Feature #	Type of Wetland or Pond	Cowardin Classification	Potential Jurisdictional Status	Acres within Project Footprint
E.g. W1, W2	E.g. emergent, scrub-shrub, forested		Likely or Unlikely	
E.g. OW1, OW2	E.g. pond, lake		Likely or Unlikely	

Note: Include each delineated feature in this table, one feature per row and do not group features. Organize features by types (such as all the Wetlands in order, then all the Open Water Features)

- **All features mapped on the USGS Topographic Map for the Project Footprint MUST be described in this report, regardless of condition.**
 - **EXAMPLES:**
 - **Intermittent blue line streams no longer displaying an OHWM or bed and bank – Describe the feature as such and conditions that may have led to that.**
 - **Intermittent blue line streams altered by human activity – Describe if channel redirected, if impounded and now a wetland, etc.**
- **What you see in the field is what should be stated in the field site description along with any pertinent information – your field investigations are our eyes in the field and detailed information is very helpful in the permitting process.**
- **Make you jurisdictional calls based on the current guidance, such as under Rapanos or under the most current Waters rule.**

Streams and Drainage Features Descriptions

Info about streams and other linear aquatic features:

- Delineate the OHWM on both sides of every stream and drainage features with GPS. If OHWM width is less than 3 ft. in width, then you can delineate one line along the center. If a feature does not have an OHWM, just delineate the defined feature as a line along the center of it. Don't delineate the OHWM through a box (RCB) or pipe, only delineate on either side. Linear aquatic features should be named as the appropriate type, either Stream if there is an OHWM or Drainage Feature if there is not an OHWM (use label S# or DF#). Streams should be further identified by their type, such as perennial, intermittent, ephemeral. All stream types will have the same label, but the type of stream needs to be described in the feature description and table in the report, and shown as different shades of blue or different hatching or line type on Figure 5. Stream types also need to be in the attributes of the shapefiles. If it is determined that an ephemeral stream is unlikely jurisdictional, use yellow on Figure 5. Types of features to be included in the Drainage Feature type are ditches, swales, and erosional features (including gullies and washes). All Drainage Feature types will have the same label, but the type of Drainage Feature needs to be described in the feature description and table in the report. All Drainage Feature types should be shown as yellow on Figure 5. It is not necessary to differentiate between the types of Drainage Features by special line types or hatching. Drainage Feature types also need to be in the attributes of the shapefiles. Features without an OHWM are to be shown as a line and to determine acreage, use 1 ft. for width. For streams that have been relocated into ditches (such as roadside ditches that are blue lines on the USGS topo), classify that feature as a stream instead of a drainage feature.

Include the following information in a paragraph for each feature:

1. State the water body's USGS name (if known) or identify as tributary to what named stream.
2. Describe whether the feature is mapped or not on the USGS topo.
3. Describe the feature by type based on field conditions of the feature, not by the USGS Topo classification (although you can use the USGS topo type to help aid in your determination). For streams, the types will be perennial, intermittent, or ephemeral. For drainage features, the types will be ditches, swales, and erosional features (including gullies and washes).
4. Record acres and linear feet of the feature within the Project Footprint.
5. Record the average stream width within the Project Footprint, OR if the stream width is variable, provide the maximum, minimum, and average stream width within the Project Footprint.
6. Describe hydrology and channel characteristics – which direction the feature is flowing, the depth of water, whether fed by groundwater, channel substrate such as cobble, sand, mud, etc. Also briefly describe where the feature is located in its drainage area.
7. List the dominant riparian plant species present and where occurs (banks, bed, etc.).
8. Describe jurisdictional status (likely or unlikely jurisdictional) and the reasons for why the feature is likely jurisdictional or not.

Wetlands and Open Water Descriptions

Delineate the boundary of every wetland and open water features with GPS. Delineation of onsite wetlands shall be according to the 1987 U.S. Army Corps of Engineers (USACE) Wetlands Delineation Manual and the applicable Regional Supplement, and associated policy documents. Wetland and Open Water features should be named as the appropriate type, either Wetland or Open Water (use label W# or OW#). Wetlands should be further identified by their type, such as emergent, scrub-shrub, or forested. All wetland types will have the same label, but the types of wetlands needs to be described in the feature description and table in the report, shown as different shades of green or different hatching or line type on Figure 5. Wetland types also need to be in the attributes of the shapefiles. If it is determined that wetland is unlikely jurisdictional, use yellow on Figure 5. Types of features to be included in the Open Water feature type are ponds, lake, reservoirs, etc. (any type of open water or deep water feature). All Open Water feature types will have the same label, but the type of Open Water feature needs to be described in the feature description and table in the report. All Open Water features should be shown as shades of blue on Figure 5. It is not necessary to differentiate between the types of Open Water features by special line types or hatching. Open Water feature types also need to be in the attributes of the shapefiles. If it is determined that an Open Water feature is unlikely jurisdictional, use yellow on Figure 5. For Wetland data points, take at least one per wetland. The exception can be if one wetland data point and wetland data form (and description) can be used for multiple wetland features that are compositionally the same and in close proximity to one another. In this situation, label each wetland uniquely such as W2a, W2b, W2c, etc. Generally, take a corresponding non-wetland data point for each wetland data point. However, one non-wetland data point can serve as a contrast for multiple wetland features and data points in close proximity.

Include the following information in a paragraph for each feature:

1. List the Cowardin classification abbreviations based on field characteristics.
2. Describe whether the wetland is illustrated on the NWI map or not.
3. Describe the field indicators used for the wetland determination.
4. Record the number of acres within the Project Footprint for that feature.
5. List dominant vegetation within wetland.
6. Describe hydrology of a wetland – where the feature receives its source of hydrology (groundwater,

surface runoff, over bank flooding, etc.), and does the feature have hydrology long enough to be considered a wetland. Also mention if the wetland or open water feature is in a floodplain of a large river or flood control pool of a USACE reservoir.

7. Describe jurisdictional status (likely or unlikely jurisdictional) and the reasons for why the feature is likely jurisdictional or not. Such as, describe if the wetland is abutting a jurisdictional feature, adjacent to, or if it has a significant nexus to a jurisdictional water.
8. ALL field delineated wetlands MUST have an accompanying data sheet filled out completely and correctly.

Naming Key:

- Streams – S1, S2, S3 ...
- Drainage Features – DF1, DF2, DF3 ...
- Wetlands – W1, W2, W3 ...
- Open Water Features – OW1, OW2, OW3 ...

FIGURES

- **Include the following figures and attachments, but do not list here.**
- **North should always point to the top of the paper.**
- **If need multiple pages for each figure, use letters as subset (ie. 3a, 3b...).**
- **Make sure multiple maps for a single figure progress in the order that design plans do!! Which is south to north and west to east. For example, Figure 4a would be the southern-most portion of the project, progressing north from there. For horizontal projects, Figure 4a would be the western-most portion of the project, progressing east from there.**
- **Optimize attachments before submitting to ODOT, to minimize file size.**

Figure 1. Project Location: Show the proposed project location within the county on a county highway map so that it can be easily located by just looking at the map.

Figure 2. USGS 7.5” Quad: Show the proposed Project Footprint on the USGS 7.5 minute quad and make sure you identify the name of the quad.

Figure 3. NRCS Soils: Show the NRCS Soil Survey with Project Footprint overlaid on top of a current high quality aerial photo

Figure 4. NWI Map: Show the NWI with the Project Footprint overlaid (if available digitally) on top of a current high quality aerial photo, OR delineate the Project Footprint on a hard copy of the NWI map (if not available digitally).

Figure 5. Delineated Features: Show each aquatic resource identified with the Project Footprint delineated on top of a current high quality aerial photo. Identify feature numbers on this figure to correspond with the text in the charts and the text in the descriptions of the features. Also, show wetland and non-wetland data points, and photo points. If multiple pages needed, use letters as subset (ie. 5a, 5b, 5c...)

For each feature number, **label** to include name (S1, DF1, W1, OW1, etc.) and acreage of feature within Project Footprint. Also, in the **legend**, include the different shades of colors/hatching/line types to differentiate the different types of streams and wetlands visually on

this figure. Use yellow for all features that are unlikely jurisdictional (as determined by delineator).

Site photographs

- Take photos of each aquatic feature identified and any other pertinent features within the Project Footprint.
- Label all photo point locations on Figure 5 and include photo points as shapefiles.
- Include a caption for each photo which describes the feature being photographed and what direction the photo is facing.

Completed Wetland Determination Data Forms

- Fill out completely and according to procedures set forth in 1987 U.S. Army Corps of Engineers (USACE) Wetlands Delineation Manual and the applicable Regional Supplement, and associated policy documents.
- On wetland data forms, label the form (the Sampling Point) the same as the wetland number (W1, W2, ...).
- On non-wetland data forms, you can use whatever numbering format you see appropriate, just label the points and numbers on Figure 5.
- Flatten forms so they do not over-write each other when combined.

Shapefiles

- For naming the various waters and wetlands shapefiles, include County and JP in name, but also name each of the individual shapefiles by the above described names. Such as streams, drainage features, wetlands, and open waters, wetland data points, non-wetland data points.
- Group shapefiles of all the same type; do not combine different types into a single shapefile. For example, all the wetland shapefiles are in one shapefile together, all streams are in one shapefile together, and so on.
- Make sure the following attributes are included in the field delineated shapefiles attribute tables:
 - Name/label (e.g. W1), type (e.g. emergent wetland), jurisdictional status (likely or not likely), area (in acres), mapped or not on USGS topo (for streams and drainage features only), linear feet (for streams and drainage features only), and Station #s from Construction Plans if available.