

## DNR DRILLING MOU CHECKLIST

Created July, 2025

The [2025 WSDOT / DNR Drilling MOU](#) was created to provide a streamlined process to grant WSDOT access to state-owned aquatic lands for the purpose of conducting geotechnical field explorations while ensuring environmental protection of state-owned aquatic lands. This process should be used when geotechnical data is needed within tidelands, shorelands, harbor areas, the beds of navigable waters and other waterways owned by the State and administered by DNR.

Consult with the applicable DNR District Project Coordinator as early as possible – preferably, prior to submittal of the work description and site plan. Be sure to account for the timelines referenced below, in order to provide ample time to prepare quality plans and project details. (Information must be provided to DNR at least 30 days in advance of any planned drilling.)

- ☐ Review the [2025 WSDOT / DNR Drilling MOU](#). Applies to all: Region Environmental Managers (REM) or delegated staff, Region Project Engineering Office (PEO) and State Geotechnical Office (SGO).
- ☐ Define the project: Identify the work area(s), proposed boring location(s), test methods, equipment and anticipated duration of the work (The PEO leads this task with coordination from the SGO). If the proposed work area contains eelgrass or other potentially sensitive features, DNR may require a separate use authorization before work commences. Remember: Early and frequent communication with the DNR Project Coordinator is essential, in order to avoid unexpected delays in obtaining authorization.
- ☐ Provide the following information to the DNR Project Coordinator (see MOU *Exhibit C* for contact information) at least thirty (30) calendar days prior to placing equipment (REM permitting staff leads this task):
  - Description and anticipated duration of the work
  - Vicinity map, scaled site plan depicting section, Range, and Township and accompanying GPS coordinates. See MOU *Exhibit B*, for examples. Additional information that should be provided on the site plan includes a legend, scale, North arrow and a figure label in the title block. Note: Since boring locations may be added, deleted, or relocated during the planning phase or at the time of drilling, it may be appropriate to depict *areas* of drilling, in addition to the proposed individual boring locations along with a note on the plans indicating that individual boring locations may vary based on site conditions or other factors, but specifying that all boring will be done within the defined work area.

- ☐ DNR will review the proposal and provide written notification to WSDOT granting or denying the proposed work activities within fifteen (15) working days of receipt. (DNR leads this task and replies to the REM, who notifies the PEO and SGO.) If a separate use authorization is needed due to the presence of eelgrass beds or other issues, the DNR Project Coordinator will communicate next steps to WSDOT.
- ☐ Identify and acquire all required local, state and federal permits prior to proceeding with any work. (REM leads this task with support from the PEO.)
- ☐ Follow the Habitat Stewardship Measures and Best Management Practices listed in MOU *Exhibit A* – “Approved Work Activities of the MOU”. (SGO leads this task.)
- ☐ Maintain communication with DNR regarding marine and freshwater sediment, soil, and bedrock test drilling results and provide all quality tests, data, conclusions, and findings obtained under this MOU to DNR, if requested. (The PEO leads this task with support from the SGO and REM.)

For questions or assistance with the DNR Drilling MOU or this checklist, please contact:

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