

SHORE FISHERY DIAGRAM PREPARATION INSTRUCTIONS

Department of Natural Resources/Division of Mining, Land and Water

Shore Fishery Leasing Program

550 W 7th Avenue, Suite 900C, Anchorage, AK 99501-3577

Fax: (907) 269-8913

- The diagram submitted shall be free of tape, repairs, sticky-back or other appliques.
- All line work and lettering on the diagram must be in black drafting ink, all signatures shall be in black ink.
- Use a 24" x 36" mylar sheet for master copy of Shore Fishery Diagram (SFDI).

(Letters and numbers of these instructions are referenced on the sample diagram.)

A. VICINITY MAP - Compiled by reproducing a pertinent portion of a U.S.G.S. map (1 inch = 1 mile). Map shows general location of proposed lease tracts.

1. List U.S.G.S. Quadrangle map used to compile vicinity map; always use 1 inch = 1 mile scale, and 1:63,360; list compilation date of map (always use revised date, if applicable).
2. Show all section, township and range numbers and draw section, range, and township lines correctly and completely. Section lines should be dashed according to the sample diagram. Do not show section lines over water.
3. Place names of land and water bodies as shown on quadrangle map.
4. Indicate the general location of the SFDI on the vicinity map (label "This SFDI"). Show general location of proposed lease tracts using solid geometric figures.

B. TITLE BLOCK

1. The scale of the diagram must be between 1 inch = 200 and 1 inch = 500 feet; 1 inch = 300 feet is preferred. If possible, the SFDI should be drawn to the same scale any as adjacent SFDIs.
2. An SFDI number will be assigned by the Shore Fishery Leasing Program (SFLP) when the preliminary diagram is submitted for review. The SFDI number assigned will appear in boxes #2 & #3 of the Title Block, and also in the Signature Block (N) box #1 as "SFDI (diagram number assigned)".
3. List all protracted sections, townships, and ranges containing any portion of the shore fishery tracts depicted on this diagram.
4. Fill in these blocks only if a survey was done; otherwise, print "N/A".
5. Draftsperson should place initials here with the date the diagram was completed.
6. Signature block with signature line and date line for acceptance by the SFLP.

C. SCALE BAR - Draw scale in feet referring to item B. 1

D. NOTES

1. In the notes section add full name and address of firm or person who compiled diagram.
2. Print this statement verbatim: The State of Alaska assumes no responsibility for the accuracy of the location of the tracts and the lines of mean high water (MHW) and mean low water (MLW).

3. Print this statement verbatim if no field survey has been completed: “No field survey has been executed on these tract(s) to date.” If a field survey has been completed, substitute the following statement verbatim: “This diagram was compiled from a field survey conducted by: _____(surveyors or surveying firm's name and address).”
4. Print this statement verbatim: This lease is subject to all valid existing rights, including easements, rights-of-way, reservations, or other interests in land in existence on the date of execution of this lease.
5. Provide the name of the applicable Recording District.
6. Add any notes required by the SFLP as a result of the preliminary review.

E. LAND AND WATERBODY OUTLINES

1. Construct MHW and MLW lines from the most recent source available, e.g. U.S.G.S. Quadrangle Maps (1 inch = 1 mile), nautical charts and/or aerial photographs, and/or photographs/images. Source should be listed.
2. Enlarge MHW and MLW lines and section lines to the appropriate scale using any accurate method of enlargement.
3. Outlines of land bodies must represent MHW; show MLW where possible and/or necessary. Show pertinent details such as rivers, large rocks, shoals, mud flats, or any features that affect the placement and location of a shore fishery tract. MHW and MLW should be labeled approximate unless a survey was conducted. See 11 AAC 53.120 Technical Survey Standards for field survey procedure to determine the line of mean high water.

F. SECTION, TOWNSHIP AND RANGE DATA

1. a. If the land and water body outline is taken from a U.S.G.S. Quadrangle Map (1 inch = 1 mile), the section, township and range lines should be transferred to the diagram on the enlarged reproduction.
b. If nautical charts or aerial photographs are used to construct the land and water body outlines, section, township, and range lines must be protracted on the diagram.
2. Show and label section intersections and township and range lines on land bodies. Show and label protracted intersections of sections covering tide and submerged lands.
3. Label all townships and ranges within the area covered by this SFDI.

G. LEASE TRACTS

1. Locate the shoreward net anchor.
2. Show lead or running line and net as a straight line, direction (azimuth) from shoreward anchor to end of net, and respective lengths of lead or running line and net.
3. Draw border of tract around net. Wherever possible the border should be perpendicular to the ends and parallel to the sides of the net at 1/2 the minimum Alaska Department of Fish and Game (ADF&G) setnet separation distance.
4. Where the minimum ADF&G setnet separation distance to another net can not be measured in a straight line over water, the distance is measured along the line of mean high water. Distance from a net to another net of a tract is never measured over uplands.
5. When two or more nets are within the same tract, the distance between nets must be shown. (See Tract F, G, & H of the sample diagram.)
 - a. Nets must be numbered (1), (2) and (3).

- b. Distance between nets must be no greater than twice ADF&G minimum separation distance, minus one foot.
6. All tracts must be labeled “Tract A”, “B”, etc. High and low water tracts must be labeled “Tract A-HW”, “Tract A-LW”, etc.
7. No “Alternate Nets” should be depicted.

H. DIRECTION (Azimuth)

1. Orient map north.
2. Locate and show a suitable reference point such as a state or federal survey monument.
3. Give the latitude and longitude of the reference point.
 - a. For survey monuments of any type, use the latitude and longitude established for that monument during the survey; include the monument's name or corner number and the date it was established.
 - b. Please include the datum of the latitude and longitude coordinates of monuments using the most current datum.
4. Draw a line from the reference point to the shoreward-end of the net. Show the distance and direction (azimuth) from the reference point to the shoreward-end of the net.

I. NEIGHBORING TIDELAND ACTIVITY AND INTEREST

1. Show pertinent Alaska Tideland Surveys (ATS); if surveys describe tideland patents or tideland leases, show patent number, Alaska Division of Lands (ADL) numbers, and current names and addresses (see contact information on top of p.1 for location and description of a state tideland survey, lease or patent).
2. Show neighboring shore fishery diagram or plat numbers, label leased tracts with appropriate ADL number and tract letter.
3. Show any pertinent ADF&G closure lines and/or seaward limits and list the source of these lines.

J. UPLAND ACTIVITY AND OWNERSHIP

1. Show the name and address of any upland property owners to only the applicants shore fishery tracts.
2. Show all pertinent divisions of the uplands such as General Land Office (GLO) Lots, US Surveys, Alaska State Land Surveys, and private subdivisions.

K. LABELING AND LETTERING

1. All lettering must be done in a professional manner. (No free hand lettering will be accepted.)
2. Lettering size and use should be patterned after the sample diagram; 0.08” is the minimum text height using all capital lettering with 0.1” lettering recommended.

L. LEGEND

1. Where applicable, show the following using line styles and monument symbols from the legend on the sample diagram:
 - Lead line
 - Tract border
 - Private tideland and upland ownership
 - Net in tract
 - Azimuth lines
 - Neighboring, shore fishery lease border(s)

- U.S. G.S survey triangulation monument
- Primary monument for ASLS
- MHW and MLW lines

M. NORTH ARROW

1. Show true north.
2. Show magnetic north as part of the same symbol, indicate the amount of magnetic declination, and label the source and date of the magnetic declination (see sample diagram).

N. SIGNATURE BLOCK

1. Include the following statement (Use singular or plural as applicable):

“I (We) have reviewed Shore Fishery Diagram No. ____ and have found it to be an accurate depiction of my (our) shore fishery tract(s).”

2. List the applicant's tract letter and ADL number.
3. Include a signature and date line for each applicant and label appropriately.
4. List the full names (including trusteeships) of the applicants, and their mailing address above the signature line.
5. Enclose this "signature block" with a rectangular border and place it along the right-hand margin.
6. The mylar copy of the diagram requires original signatures in black ink.
7. Submit **one full size paper copy or electronic copy** of the diagram for the preliminary review.

O. REVISION BLOCK

1. Include a Revision Block as shown on the sample diagram next to the Title Block.



For more information contact one of the Shore Fishery Leasing Program representatives below:

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or consult the following websites:

Shore Fishery Website: <http://dnr.alaska.gov/mlw/shore/index.cfm>
 Alaska Mapper (Program): <http://dnr.alaska.gov/mapper>
 Shore Fishery Lease Records: <http://dnr.alaska.gov/projects/las/lasmenu.cfm>
 DNR Diagrams: <http://dnr.alaska.gov/Landrecords/>
 DNR Main Website: <http://dnr.alaska.gov/>