



Acworth Public Works  
4402 Acworth Industrial Drive  
Acworth, Georgia 30101

Office: 770 -979-0679  
Fax: 770-975-0346

***The City of Acworth's  
Land Disturbing Activities  
Informational Packet***

**Application for Land Disturbing Activity Permit**

**The City of Acworth**

**Issued by the**

**Public Works Department**

4402 Acworth Industrial Drive • Acworth, Ga 30101

Office (770) 975-0679 • Fax (770) 975-0346

Date of Application: \_\_\_\_\_

Name of Development: \_\_\_\_\_

Address of Development: \_\_\_\_\_

**LEGAL DESCRIPTION**

District: \_\_\_\_\_ Land Lot: \_\_\_\_\_ Lot Number: \_\_\_\_\_ Zoning: \_\_\_\_\_

Total Acreage: \_\_\_\_\_ Disturbed Acreage: \_\_\_\_\_ # of Res. Lots: \_\_\_\_\_

**1. PRIMARY PERMITTEE/OWNER:**

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

**2. SECONDARY PERMITTEE/SUPERVISOR (ON SITE):**

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

**24 Hour/On site Contact Georgia Soil and Water Conservation Commission Certification**

**Name:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Certification Number:** \_\_\_\_\_ **Expiration Date:** \_\_\_\_\_

## Checklist for a Land Disturbing Activity Permit

Issued by

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**The following approvals are required (if applicable) for the issuance of a Land Disturbance Activity Permit (LDA):**

- ☐ City Engineer
- ☐ Cobb County Water/Sewer
- ☐ Cobb County- Marietta Water Authority
- ☐ Cobb Department of Transportation
- ☐ Georgia Department of Transportation
- ☐ Fire Marshall (site only)
- ☐ Corp. of Engineers/FEMA
- ☐ Please attach any approval letters, forms, etc.

### Required Submissions:

- ☐ Two sets of construction plans with the above referenced required stamped approvals
- ☐ A performance bond/letter of credit of 110% of the total costs of soil erosion control and infrastructure improvements to be dedicated to the City; (Example: roads, curb/gutter, storm sewer, sidewalks, stormwater management control structures, and soil erosion control measures.) **For property that will not be dedicated to the City, bond is 110% of erosion control measures.**
- ☐ Copy of Level IA Certified Personnel Card issued by the Georgia Soil and Water Conservation Commission
- ☐ A signed letter from a certified land surveyor stating that all tree save areas and buffers have been properly flagged with continuous tree save fencing
- ☐ Copy of NPDES Notice of Intent (NOI) and fees (\$40 per disturbed acre)  
Please provide a copy of the form and check sent to Georgia Environmental Protection Division
- ☐ LDA Permit Fee: Commercial = \$100.00 per acre, rounded up  
Residential = \$10.00 per lot  
All Checks payable to the City of Acworth.  
Please submit two separate checks for the permit fee and the NPDES fee.
- ☐ Stormwater Management/ BMP Facilities Covenant
- ☐ Estimated quantities of infrastructure to be dedicated to the City (Refer to the Maintenance Bond Form)
- ☐ Any other requirement(s) stipulated by the City.





## **Procedures for Subdivision/Infrastructure Dedication Bonding Requirements**

### **Prior to Development**

- A. Provide a Performance Bond equal to 110% of the total budgeted cost of erosion and sediment control and all infrastructures to be dedicated to the City (See sample Performance Bond form attached). The bond is to be submitted at time of issuance of the Land Disturbance Activity Permit and is to remain in place for the duration of all construction activities.
- B. Throughout the development process, call the Acworth Public Works Department at 770-975-0679 for inspections of all erosion control, storm drain, street/sidewalk and other infrastructure to be dedicated.

### **After 90% Occupancy CO (Residential), at application of CO (Commercial):**

- C. Final inspections will only be granted when 90% of Certificates of Occupancies (CO) have been issued.
- D. Provide a Maintenance Bond equal to 10% of the total cost of all infrastructures to be dedicated to the City. The maintenance bond is for a one-year period (see City Ordinance Section 82-113). *Performance Bond will be released upon submission of the maintenance bond and approval of final inspection.*
- E. Attach a notarized letter certifying that all dedicated infrastructure is in compliance with City Ordinances, applicable State/Federal laws and meet all requirements of zoning stipulations, final plat, etc...
- F. Any other requirement stipulated by the City.

# Subdivision/Infrastructure Dedication

## Bonding Requirements

Development Name: \_\_\_\_\_

Developer's Name: \_\_\_\_\_

Provide the following breakdown of all dedicated infrastructure and their associated costs upon Performance Bond submission: (categories not inclusive) Changes to these figures must be submitted with an as built upon the signing/approval of the final plat.

Paving (Square Foot): \_\_\_\_\_ SF / \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Curb/Gutter (LF): \_\_\_\_\_ LF / \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Sidewalks (LF): \_\_\_\_\_ LF / \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Storm Water Inlet:

➤ Single Wing Catch	_____ EA / \$ _____	=	\$ _____
➤ Double Wing Catch	_____ EA / \$ _____	=	\$ _____
➤ Grate/Yard inlet	_____ EA / \$ _____	=	\$ _____
➤ Other	_____ EA / \$ _____	=	\$ _____

Storm Water Outlets:

➤ 18":	_____ LF / \$ _____	=	\$ _____
➤ 24":	_____ LF / \$ _____	=	\$ _____
➤ 30":	_____ LF / \$ _____	=	\$ _____
➤ 36":	_____ LF / \$ _____	=	\$ _____
➤ 42"or Greater:	_____ LF / \$ _____	=	\$ _____
➤ Other	_____ LF / \$ _____	=	\$ _____

Storm Drain Piping Size/LF/Cost:

➤ 18":	_____ LF / \$ _____	=	\$ _____
➤ 24":	_____ LF / \$ _____	=	\$ _____
➤ 30":	_____ LF / \$ _____	=	\$ _____
➤ 36":	_____ LF / \$ _____	=	\$ _____
➤ 42"or Greater:	_____ LF / \$ _____	=	\$ _____
➤ Other	_____ LF / \$ _____	=	\$ _____

Detention Facilities Size/CY/Cost: \_\_\_\_\_ CY / \$ \_\_\_\_\_ = \$ \_\_\_\_\_

TOTAL: \_\_\_\_\_ = \$ \_\_\_\_\_

Estimated Erosion & Sediment Control Cost for Development \_\_\_\_\_ = \$ \_\_\_\_\_

PERFORMANCE BOND (110% of Total + E&SC Costs): \$ \_\_\_\_\_

MAINTAINANCE BOND AMOUNT (10% of Total): \$ \_\_\_\_\_



## Land Development Performance Bond

Development Name: \_\_\_\_\_

Principals Address: \_\_\_\_\_

Bond Number: \_\_\_\_\_

Bond Amount: \_\_\_\_\_

City of Acworth

Cobb County, GA

Know all men by these presents:

That we \_\_\_\_\_, as Principal and \_\_\_\_\_, as duly licensed to act as Surety in the State of Georgia, and is held and firmly bound unto the City of Acworth, Georgia, in the just amount of 110% of the construction cost for payment of which, well and truly to be made. We bind our heirs, executors, administrators, and ourselves each and every one of them jointly and severally, firmly by these presents.

It is further understood and agreed that this bond is continuous beginning on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

The condition of the above obligation is such that:

Whereas, the above bound Principal has made application to the City of Acworth for a license as a contractor or developer in accordance with the rules and regulations governing such in the City of Acworth, Georgia; and;

It is a condition of this bond that the said Principal is to comply with all of the requirements and provisions of land disturbance, building, soil erosion and other such construction codes of the City of Acworth and to correct such violations and/or inadequacies discovered during construction and for a period of one (1) year from the date of final Principal requested City inspection: excepting routine maintenance, abuse, and normal wear and tear. A further condition of this obligation is that if the Principal fails to correct any such violations and/or inadequacies in accordance with the City's Ordinances, then the surety shall remedy the default within forty-five (45) days of notification by the City to do so or sooner if required by law or ordinance. It is a further condition of these obligations that the Principal and Surety shall both be subject to suit, jointly and severally, by action by the City of Acworth, if in the discretion of the Public Works Director of the City of Acworth, it has been determined that said Principal has violated the land disturbing or others codes of the City of Acworth, or any provision thereof, for the purpose of



requiring the necessary expenditure of funds to correct said violations and/or inadequacies on the part of said Principal, his agents, employees or subsequent assignees within a development. Said Principal is hereby bound under said bond to faithfully perform all of this duties as such Principal and Contractor in compliance with the Development Code of the City of Acworth, and all other ordinances of the City of Acworth relating to land disturbance activities and development.

Now should he, the said Principal, faithfully perform all and singular his duties as a contractor during the term for which he has been licensed and upon the terms required by the Code of the City of Acworth and by this bond, then the above bond is to be void: else to be of full force and effect. Further, the Principal acknowledges that a separate and distinct Maintenance Bond, as required by City Ordinance, will be issued after the Principal requests final inspection and the City accepts the agreed upon infrastructure.

Provided, further, that regardless of the number of years this bond shall continue or be continued in force and of the number of premiums that shall be payable or paid, Should the amount of the bond be inadequate to pay for the cost of correcting the deficiencies, noncompliance or violation, then the subdivider/owner shall pay any and all costs beyond the bond coverage: and

Provided, further, that if the Surety shall so elect, this bond may be canceled by the Surety as to subsequent liability by giving thirty (30) days notice in writing to said Principal and the Director of Public Works of the City of Acworth.

Signed, Sealed, and dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
(Agent)

\_\_\_\_\_  
(Surety)

By: \_\_\_\_\_  
City of Acworth  
Public Works Department  
4402 Acworth Industrial Dr.  
Acworth, GA 30101

By: \_\_\_\_\_  
\_\_\_\_\_  
(Contractor & Principal)  
By: \_\_\_\_\_

**Instructions  
Notice of Intent - Primary Permittee  
For Storm Water Discharges  
Associated With Construction Activity  
To Be Covered Under The NPDES General Permit  
Who must file a Notice of Intent (NOI) Form**

This Notice of Intent must be typed. Any NOI that contains illegible information will not be accepted, will be returned, and the site will not be granted Permit coverage. All information on this NOI must be submitted to be a valid Notice. Any information requested on the NOI that is not applicable to the owner and operator or to the site must be marked "N/A".

The Owner and Operator of an activity that has a discharge of storm water from a site where construction activities occur must apply for a National Pollutant Discharge Elimination System (NPDES) Permit. The Georgia Environmental Protection Division has issued this General NPDES Permit for storm water discharges from construction activities with an effective date of August 12, 2003. The Permit is available for review at EPD's offices and on EPD's web page at [www.dnr.state.ga.us/dnr/enviro/](http://www.dnr.state.ga.us/dnr/enviro/). It is highly recommended that the permittee read and understand the terms and conditions of the Permit prior to submitting a NOI for coverage under this Permit. Contact EPD at the Regional Office or District Office shown on the next page for assistance in completing this NOI.

**Where to file NOI Forms** — The NOI and attachments must be sent to the Regional Office or District Office shown on the next page. Please submit only the first two pages of this document plus your attachments, if necessary.

**Section I. Site / Primary Permittee Information**

Enter the information required. The site/project name is the physical location of the construction activity. Should the site lack a street address, sufficiently describe the facility location so that it can be found by district personnel. If additional space is needed, attach the description to the notice.

The facility contact is the person who the primary permittee has assigned the responsibility for the daily on-site operational control. Please do not leave any blanks in this section.

**Section II. Site Activity Information**

The start date and completion date are expected for the construction activity for which this NOI is applicable.

Estimated disturbed acreage is the total number of acres, **to the nearest 1/10 acre**, that will be disturbed under this NOI (this includes disturbances by the primary and all secondary permittees.)

**Section III. Receiving Water Information**

If the facility discharges storm water directly or indirectly (but not through a MS4) to the receiving water(s), enter the name(s) of the receiving water(s) and indicate whether the water(s) is a trout stream or a warm water fisheries stream. Attach to this notice a written description and a map of the location of the receiving water(s).

If the storm water discharges to a municipal separate storm sewer system (MS4), enter the name of the operator of the MS4 (e.g., city name or county name) and the name of the receiving water at the point of discharge from the MS4. A MS4 is defined as a conveyance or system of conveyances (including: roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains) that is owned or operated by a city or county which is designed or used for collecting or conveying storm water. It may be necessary to contact the city or county that operates the MS4 to determine the name of the receiving waters. Indicate whether the receiving water(s) is a trout stream or a warm water fisheries stream.

**Section IV. Certifications**

All applicants must sign this certification. Permittees shall initial next to the applicable certification statements on the line provided. Federal and State statutes provide specific requirements as to whom is authorized to sign Notice of Intent. Signing of a Notice of Intent by others is not a valid submittal. Please be aware Federal and State statutes provide severe penalties for submitting false information on this application form. Federal and State regulations require this application to be signed as follows:

- For a corporation: by a responsible corporate officer;
- For a partnership or sole proprietorship: by a general partner or the proprietor; or
- For a municipality, state, Federal or other public facility: by either a principal executive officer or ranking elected official.



## NOTICE OF INTENT

**State of Georgia  
Environmental Protection Division  
For Coverage Under NPDES General Permit  
To Discharge Storm Water Associated With Construction Activity**

### PRIMARY PERMITTEE

**Coverage Desired (Check Only One)**

☐ GAR 100001-Stand Alone    ☐ GAR 100002-Infrastructure    ☐ GAR 100003-Common Development

#### I. SITE/OWNER/OPERATOR INFORMATION

Site Project Name: \_\_\_\_\_

GPS Location of Construction Exit: \_\_\_\_\_

Street Address: \_\_\_\_\_

City(if applicable): \_\_\_\_\_ County: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Operator's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Facility Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

#### II. SITE ACTIVITY INFORMATION

Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_ Estimated Disturbed Acreage: \_\_\_\_\_

Type Construction Activity:    ☐ Commercial    ☐ Industrial    ☐ Municipal    ☐ Linear  
   ☐ Utility            ☐ Residential/Subdivision Development

Number of Secondary Permittees: \_\_\_\_\_

#### III. RECEIVING WATER INFORMATION

A. Name of Initial Receiving Water(s): \_\_\_\_\_

☐ Trout Stream                      ☐ Warm Water Fisheries Stream

B. Name of Municipal Storm Sewer System Owner/Operator: \_\_\_\_\_

Name of Receiving Water(s): \_\_\_\_\_

☐ Trout Stream                      ☐ Warm Water Fisheries Stream

C.    ☐ Sampling of Outfall(s)            ☐ Sampling of Receiving Stream(s)            ☐ Trout Stream

Number of Outfalls: \_\_\_\_\_ Appendix B NTU Value: \_\_\_\_\_ Surface Water Drainage Area: \_\_\_\_\_

**IV. ATTACHMENTS. (Check those that apply.)**

Indicate below the items attached to this Notice of Intent:

- \_\_\_\_\_ Location map showing the receiving stream(s), outfall(s) or combination thereof to be monitored.
- \_\_\_\_\_ Erosion, Sedimentation and Pollution Control Plan (if project is greater than 50 acres or if project in areas without local Issuing Authorities regardless of acreage).
- \_\_\_\_\_ List of known secondary permittees.
- \_\_\_\_\_ Schedule for the timing of the major construction activities.

**V. CERTIFICATIONS. (Owner or Operator or both to initial as applicable.)**

\_\_\_\_\_ I certify that the receiving water(s) or the outfall(s) or a combination of receiving water(s) and outfall(s) will be monitored in accordance with the Erosion, Sedimentation and Pollution Control Plan.

\_\_\_\_\_ I certify that the Erosion, Sedimentation, and Pollution Control Plan (Plan) has been prepared in accordance with Part IV of the General NPDES Permit GAR100001, GAR 100002 or GAR 100003, the Plan will be implemented, and that such Plan will provide for compliance with this permit.

\_\_\_\_\_ I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based upon my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Owner's Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Operator's Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



## GEORGIA EPD DISTRICT OFFICES

All Notice of Intents, Notice of Terminations, Erosion, Sedimentation and Pollution Control Plans, Comprehensive Monitoring Programs, certifications, reports, and any other information shall be sent to the following District offices of EPD:

**A. For facilities/sites located in the following counties:** Bibb, Bleckley, Chattahoochee, Crawford, Dooly, Harris, Houston, Jones, Lamar, Macon, Marion, Meriwether, Monroe, Muscogee, Peach, Pike, Pulaski, Schley, Talbot, Taylor, Troup, Twiggs, Upson

Information shall be submitted to: West Central District Office  
Georgia Environmental Protection Division  
2640 Shurling Drive  
Macon, GA 31211-3576  
(478) 751-6612

**B. For facilities/sites located in the following counties:** Burke, Columbia, Emanuel, Glascock, Jefferson, Jenkins, Johnson, Laurens, McDuffie, Montgomery, Richmond, Screven, Treutlen, Warren, Washington, Wheeler, Wilkinson

Information shall be submitted to: East Central District Office  
Georgia Environmental Protection Division  
1885-A Tobacco Road  
Augusta, GA 30906-8825  
(706) 792-7744

**C. For facilities/sites located in the following counties:** Baldwin, Banks, Barrow, Butts, Clarke, Elbert, Franklin, Greene, Hall, Hancock, Hart, Jackson, Jasper, Lincoln, Madison, Morgan, Newton, Oconee, Oglethorpe, Putnam, Stephens, Taliaferro, Walton, Wilkes

Information shall be submitted to: Northeast District Office  
Georgia Environmental Protection Division  
745 Gaines School Road  
Athens, GA 30605-3129  
(706) 369-6376

**D. For facilities/sites located in the following counties:** Clayton, Coweta, DeKalb, Fayette, Gwinnett, Heard, Henry, Rockdale, Spalding

Information shall be submitted to: Mountain District - Atlanta Satellite  
Georgia Environmental Protection Division  
4244 International Parkway, Suite 114  
Atlanta, GA 30354-3906  
(404) 362-2671

**E. For facilities/sites located in the following counties:** Bartow, Carroll, Catoosa, Chattooga, Cherokee, Cobb, Dade, Dawson, Douglas, Fannin, Floyd, Forsyth, Fulton, Gilmer, Gordon, Habersham, Haralson, Lumpkin, Murray, Paulding, Pickens, Polk, Rabun, Towns, Union, Walker, White, Whitfield

Information shall be submitted to: Mountain District - Cartersville Office  
Georgia Environmental Protection Division  
P.O. Box 3250  
Cartersville, GA 30120-1705  
(770) 387-4900

**F. For facilities/sites located in the following counties:** Appling, Atkinson, Bacon, Brantley, Bryan, Bulloch, Camden, Candler, Charlton, Chatham, Clinch, Coffee, Effingham, Evans, Glynn, Jeff Davis, Liberty, Long, McIntosh, Pierce, Tattnall, Toombs, Ware, Wayne

Information shall be submitted to: Coastal District- Brunswick Office  
Georgia Environmental Protection Division  
One Conservation Way  
Brunswick, GA 31520-8687  
(912) 264-7284

**G. For facilities/sites located in the following counties:** Baker, Ben Hill, Berrien, Brooks, Calhoun, Clay, Colquitt, Cook, Crisp, Decatur, Dodge, Dougherty, Early, Echols, Grady, Irwin, Lanier, Lee, Lowndes, Miller, Mitchell, Quitman, Randolph, Seminole, Stewart, Sumter, Telfair, Terrell, Thomas, Tift, Turner, Webster, Wilcox, Worth

Information shall be submitted to:

Southwest District Office  
Georgia Environmental Protection Division  
2024 Newton Road  
Albany, GA 31701-3576  
(229) 430-4144



National Pollutant Discharge Elimination System  
General Permit Fee Form  
Georgia Dept. of Natural Resources  
Environmental Protection Division



Please print or type this form.  
Submit original and payment to:

**EPD-Construction Land Disturbance Fees**  
**P. O. Box 932858**  
**Atlanta, Georgia 31193-2858**

**Make check payable to:**  
**Department of Natural Resources – EPD (DO NOT MAIL CASH)**

*(Complete the following information)*

Primary Permittee \_\_\_\_\_  
Permittee Address \_\_\_\_\_

Project Name \_\_\_\_\_  
Location / Address \_\_\_\_\_

Contact Telephone \_\_\_\_\_

County \_\_\_\_\_  
City \_\_\_\_\_

➔ Acres Disturbed in an area with a local issuing authority \_\_\_\_\_ x \$40 per acre = \_\_\_\_\_  
*Do not include fees payable to local issuing authorities.*

Acres Disturbed in an area with no local issuing authority \_\_\_\_\_ x \$80 per acre = \_\_\_\_\_

Acres Disturbed by an entity exempt from local issuing  
authority regulation pursuant to statute \_\_\_\_\_ x \$80 per acre = \_\_\_\_\_

**TOTAL FEE SUBMITTED = \_\_\_\_\_**

**Check Number \_\_\_\_\_**

**Submitted By:**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

**ATTACH CHECK HERE**

**VOID IF SUBMITTED WITHOUT PAYMENT**