

PRE-CONSTRUCTION NOTIFICATION (PCN) CHECKLIST  
FOR NATIONWIDE PERMITS

1.  **A completed Pre-Construction Notification Form**, which should include the following information:

- a.  **Use of NWP #'s** (out of NWPs 1-50, which permits are being requested at this time?)
- b.  **Applicant's** complete contact information.
- c.  **Agent/Consultant's** complete contact information.
- d.  **Project location information** (coordinate information should be provided in degrees-minutes-seconds or decimal degrees format).
- e.  **Project description** (Describe current site conditions; types of waters of the US; proposed plans; type(s) of equipment utilized; type(s) of fill material being used; methods/techniques to perform proposed work; compensatory mitigation plan; restoration plan (for temporary impacts); alternative site plans; avoidance/minimization measures; use and types of culverts; etc. Use additional pages, if necessary.)
- f.  **Information on project area and impacts to waters of the US:**

	(SAMPLE) PROJECT AREA		(SAMPLE) IMPACTS TO US WATERS	
	ACRES	LINEAR FEET	ACRES	LINEAR FEET
<b>TOTAL PROJECT AREA</b>	75	N/A	N/A	N/A
<b>UPLAND</b>	70	N/A	N/A	N/A
<b>WETLAND</b>	3.5	N/A	0.5	N/A
<b>OPEN WATER</b>	0.53	N/A	0	N/A
<b>PERENNIAL STREAM</b>	0.57	250	0.17	75
<b>INTERMITTENT STREAM</b>	0.23	100	0.05	25
<b>EPHEMERAL STREAM</b>	0.11	50	0	0
<b>MAN-MADE DITCHES</b>	0.06	25	0	0

- g.  **Wetland/Stream Impact Avoidance/Minimization** (A discussion of why further measures to avoid/minimize impacts to the aquatic ecosystem are not practicable.)
- h.  **Water Quality Management Plan Statement** (A statement regarding whether the city, county or state requires a water quality management plan for the project site prior to construction.)
- i.  **Floodplain Management Statement** (A statement that the project would comply with any applicable Federal Emergency Management Administration-approved state or local floodplain management requirements. Information regarding this floodplain management can be found at: [www.fema.gov/](http://www.fema.gov/).)
- j.  **Maps, Drawings and Other Supplemental Information Regarding the Proposed Project** (Maps/Drawings of the project site, which should clearly identify the limits of the property and/or project boundaries. At a minimum, the application should include the following supplemental information.)

- Location map**, depicting nearby major landmarks (i.e., intersection or roadway)
- Map of wetlands or other waters on the subject property**
- Impacts to waters of the US map**. Impact areas should be annotated in sequential order to simplify the identification of specific waters (for example: Wetlands 1, 2, 3, etc.; or Stream A, Wetland B, Stream C, etc.). Impact amounts should also be provided on this map, with wetlands in acreages & streams in linear feet. Temporary vs. permanent impacts should be specified on the drawings.
- USDA/NRCS County soils map**
- USGS 7.5-minute topographic map**

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- j. \_\_\_\_ **Continued:**
- \_\_\_\_ **National wetlands inventory map**
  - \_\_\_\_ **Aerial photography**
  - \_\_\_\_ **Plan-view drawings & cross-section drawings of the proposed work**
  - \_\_\_\_ **Conceptual site plans, showing proposed placement of fill material and associated infrastructure**
  - \_\_\_\_ **Information regarding proposed temporary impacts & a restoration plan, discussing timeframes for replacement of fill material**
  - \_\_\_\_ **Request for Jurisdictional Determination Form, if applicable, and a jurisdictional delineation of on-site waters for NWPs 7, 12, 14, 18, 21, 27, 29, 31, 34, 38, 39, 41, 42, and 43**
- k. \_\_\_\_ **A completed copy of the State of Georgia Revocable License Request.** A revocable license is required if the project would be located within State-regulated tidal waters. Otherwise, our office should be provided with confirmation from the Georgia Department of Natural Resources, Coastal Resources Division (Georgia CRD) that a revocable license is not required.
2. \_\_\_\_ **Is a Georgia Stream Buffer Variance required for this project?** Attach a copy of your Stream Buffer Variance application or a copy of your cover letter being sent to the Georgia Department of Natural Resources, Environmental Protection Division (Georgia EPD).
3. \_\_\_\_ **Are federally protected species present on the project area?** A statement regarding the presence of endangered species should be included with your PCN Form (your narrative should include the name of the website checked, a website printout, and/or a survey report). Information regarding federally protected species can be reviewed at the following website:  
[http://athens.fws.gov/endangered/counties\\_endangered.html](http://athens.fws.gov/endangered/counties_endangered.html).
4. \_\_\_\_ **Are cultural resources located on or near the project area?** A statement regarding the presence of cultural resources should be included with your PCN Form (your narrative should include the name of the website checked, a website printout, and/or a survey report). Information regarding cultural resources can be reviewed at the following websites: <http://www.nr.nps.gov/>, <http://www.nationalregisterofhistoricplaces.com/state.html>, or <https://www.itos.uga.edu/nahrgis/>.
5. \_\_\_\_ **Is compensatory mitigation required?** If the proposed impacts would result in the loss of greater than 0.10-acre of wetlands and/or 100 linear feet of stream channel, compensatory mitigation would be required. A mitigation plan and/or statement must be included with your application. Information and worksheets regarding compensatory mitigation can be reviewed at the following website:  
<http://www.sas.usace.army.mil/regulatory/compensatory.html>.
6. \_\_\_\_ **Is the project area located in a 303(D) listed stream?** The name of the 303(D) listed stream should be provided. Information regarding 303(D) listed stream channels can be reviewed at the following website: [www.epa.gov/surf/](http://www.epa.gov/surf/).

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7. \_\_\_\_ **Is the project area located in a trout stream?** The name of the trout stream should be provided. Information regarding trout streams can be reviewed at the following website: [www.dnr.state.ga.us](http://www.dnr.state.ga.us).
8. \_\_\_\_ **Are culverts proposed in streams and/or wetlands?** The following information on culverts should be provided in your project description, as well as on all drawings provided. NOTE: For any crossing of a perennial stream where the use of a culvert is proposed, an alternatives analysis must be prepared and submitted with the pre-construction notification form. The analysis must document why the use of an arch-span, bottomless culvert or bridging would not be a practicable alternative. If use of a multi-barrel pipe culvert is proposed, the analysis must also provide an explanation as to why a box culvert cannot be used. At a minimum, please provide the following information with your submittal:
- a. \_\_\_\_ Culvert type;
  - b. \_\_\_\_ Culvert size;
  - c. \_\_\_\_ Depth to which culvert will be embedded;
  - d. \_\_\_\_ Culvert design, if multi-barreled; and
  - e. \_\_\_\_ Floodplain culverting, if required.
9. \_\_\_\_ **Any in-stream/wetland storm water management?** The following information should be provided:
- a. \_\_\_\_ A clear statement of the basic (primary) purpose of the detention/retention facility.
  - b. \_\_\_\_ A description of the upland-based facility/system that will be utilized to pre-treat storm water prior to discharge into the in-stream/wetland detention/retention facility.
  - c. \_\_\_\_ A detailed alternatives analysis pursuant to the Section 404(b)(1) Guidelines of the Clean Water Act. This analysis must demonstrate that all other available stormwater and sediment/erosion treatment controls will be implemented and that in-stream detention/retention is the available practicable alternative available that would meet the basic project purpose. This analysis should also include all project site specific factors that may render other stormwater detention/retention measures impractical, such as: steep slopes; rock substrate; narrow floodplain; and pre-existing development.
10. \_\_\_\_ **Will the project be phased (additional wetland/stream impacts in the future)?**
11. \_\_\_\_ **Have authorized wetland/stream impacts occurred in the project area?**
12. \_\_\_\_ **Have unauthorized wetland/stream impacts occurred in the project area?**
13. \_\_\_\_ **Is a request for waiver of the 300-foot stream impact limit included?**
14. \_\_\_\_ **Is the project area located within 5 miles of the airport?**
15. \_\_\_\_ **Is the project area in a USEPA Priority Watershed?** Information regarding Priority Watersheds can be found at the following website: [www.epa.gov/region4/water/watersheds/priority.htm#FL](http://www.epa.gov/region4/water/watersheds/priority.htm#FL).