

US ARMY CORPS OF ENGINEERS, SAVANNAH DISTRICT  
PRE-CONSTRUCTION NOTIFICATION CHECKLIST  
FOR REGIONAL PERMITS

This checklist is to assist you in submitting complete and proper information. Please keep in mind that this is not an exhaustive list. Each project has unique components and **more or less information may be required** by the project manager to complete the Regional General Permit (RGP) review process on any given project. However, this list contains information typically necessary for this office to process an RGP. We appreciate your cooperation in providing this information at the time of your request. Failure to provide this information may delay our response to you. Please also provide an electronic submittal (Compact Disc) of your application in Microsoft Word format.

1.  **A completed PCN Form**, which should include the following information:
  - a.  **Use of RGP #'s** (which USACE Regional Permit is 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 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, which should support questions 1-13 of this PCN Form:)

- 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**

k.  **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**

1.  **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/).
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:
- \_\_\_\_ Culvert type;
  - \_\_\_\_ Culvert size;
  - \_\_\_\_ Depth to which culvert will be embedded;
  - \_\_\_\_ Culvert design, if multi-barreled; and
  - \_\_\_\_ Floodplain culverting, if required.
9. \_\_\_\_ **Any in-stream/wetland storm water management?** The following information should be provided:
- \_\_\_\_ A clear statement of the basic (primary) purpose of the detention/retention facility.
  - \_\_\_\_ 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.
  - \_\_\_\_ 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).

Questions can be directed to the following offices:

Coastal Branch - (800)-448-2402

Piedmont Branch - (678) 422-2735