Applicable Regulations For Complete Application Requirements

- 33 CFR Part 325.1(d)
- 33 CFR Part 325.3
- 33 CFR Part 332.4(b)(1)
INSTRUCTIONS FOR SUBMITTING APPLICATION:

Every Applicant is Responsible to Complete The Permit Application and Submit as follows: One copy each of application, location map, drawings, copy of deed and any other supporting information to addresses 1, 2, and 3 below. If water quality certification is required, send only application, location map and drawing to address No. 4.

1. For Department of the Army Permit, mail to: Commander, Savannah District, US Army Corps of Engineers, ATTN: CESAS-RD, 100 W. Ogilboorpe Avenue, Savannah, Georgia 31401-3540. Phone (912) 652-5347 and or toll free, Nationwide 1-800-448-2402.

2. For State Permit - State of Georgia (six coastal counties only) mail to: Habitat Management Program, Coastal Resources Division, Georgia Department of Natural Resources, 1 Conservation Way, Brunswick, Georgia 31523. Phone (912) 264-7218.

3. For Revocable License - State of Georgia (six coastal counties plus Effingham, Long, Wayne, Brantley and Charlton counties only) - Request must have State of Georgia's assent or a waiver authorizing the use of State owned lands. All applications for dock permits in the coastal counties or for docks located in tidally influenced waters in the counties listed above need to be submitted to Real Estate Unit. In addition to instructions above, you must send two signed form letters regarding revocable license agreement to: Ecological Services Coastal Resources Division, Georgia Department of Natural Resources, 1 Conservation Way, Brunswick, Georgia 31523. Phone (912) 264-7218.

4. For Water Quality Certification State of Georgia, mail to: Water Protection Branch, Environmental Protection Division, Georgia Department of Natural Resources, 4220 International Parkway, Suite 101, Atlanta, Georgia 30354 (404) 675-1631.

The application must be signed by the person authorized to undertake the proposed activity. The applicant must be the owner of the property or be the lessee or have the authority to perform the activity requested. Evidence of the above may be furnished by copy of the deed or other instrument as may be appropriate. The application may be signed by a duly authorized agent if accompanied by a statement from the applicant designating the agent. See item 6, page 2.

1. Application No. ________
2. Date __________
3. For Official Use Only ________
4. Name and address of applicant ________
5. Location where the proposed activity exists or will occur ________

   Lat. ________  Long. ________

   County ________  Military District ________  In City or Town ________

   Near City or Town ________  Subdivision ________  Lot No. ________

   Lot Size ________  Approximate Elevation of Lot ________

   Name of Waterway ________  Name of Nearest Creek, River, Sound, Bay or Hammock ________

**Include POC!**
33 CFR Part 325.1(d)
Content of Complete Application

- Applicant Contact Information:
  - Name
  - Address
  - Phone Number
  - Email
33 CFR Part 325.1(d)
Content of Complete Application

- Location of proposed project:
  - Accurate Latitude/Longitude (decimal degrees)
  - Physical address location
  - Direction and distance from nearest roadway/intersection
  - Direction and distance from nearest city
6. Name, address and title of applicant's authorized agent for permit application coordination.

**Consultant Contact Info Goes Here!**

Statement of Authorization: I hereby designate and authorize the above named person to act in my behalf as my agent in the processing of this permit application and to furnish, upon request, supplemental information in support of this application.

__________________________________________  _____________________________
Signature of Applicant                        Date

7. Describe the proposed activity, its purpose and intended use, including a description of the type of structures, if any to be erected on fills, piles, of float-supported platforms, and the type, composition and quantity of materials to be discharged or dumped and means of conveyance. If more space is needed, use remarks section on page 4 or add a supplemental sheet. (See Part III of the Guide for additional information required for certain activities.)

8. Proposed use: Private ____  Public ____  Commercial ____  Other ____ (Explain)

9. Names and addresses of adjoining property owners whose property also adjoins the waterway.

10. Date activity is proposed to commence. ________________________________

   Date activity is expected to be completed. ________________________________

11. Is any portion of the activity for which authorization is sought now complete  __Y  __N

   a. If answer is "Yes", give reasons in the remarks in the remarks section.
      Indicate the existing work on the drawings.
6. Name, address and title of applicant's authorized agent for permit application coordination.

Statement of Authorization: I hereby designate and authorize the above named person to act in my behalf as my agent in the processing of this permit application and to furnish, upon request, supplemental information in support of this application.

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Signature of Applicant                  Date

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11. Is any portion of the activity for which authorization is sought now complete  __Y__N

   a. If answer is "Yes", give reasons in the remarks in the remarks section. Indicate the existing work on the drawings.
A brief description of the proposed activity

Purpose and Need
- Information on previously filled waters of the US

Description of the type of structures
- Constructed on fills or piles
- Constructed on floating platforms

Description of dredged or fill material
- Type
- Composition
- Quantity

Include drawings, sketches, and plans
Content of Complete App. (Cont.)

- For proposed dredging/fill activities:
  - Type of material
  - Composition
  - Quantity
  - Method of dredging/fill
  - Site and plans for disposal of dredged and/or fill material
  - Location of disposal site
  - Method of transportation
Construction in filled areas, pile-supported or float-supported platforms, project description must include:

- The proposed use
- Details of the specific structures to be constructed
- Amount of fill
Construction of impoundment structures:

- Demonstrate compliance with dam safety criteria/safe dams program
- Designed and reviewed by qualified persons
Adjacent Property Owners Mailing Addresses

7. Describe the proposed activity, its purpose and intended use, including a description of the type of structures, if any to be erected on fills, piles, of float-supported platforms, and the type, composition and quantity of materials to be discharged or dumped and means of conveyance. If more space is needed, use remarks section on page 4 or add a supplemental sheet. (See Part III of the Guide for additional information required for certain activities.)

8. Proposed use: Private _____ Public _____ Commercial _____ Other _____ (Explain)

9. Names and addresses of adjoining property owners whose property also adjoins the waterway.

10. Date activity is proposed to commence: _______________________
    Date activity is expected to be completed: _______________________

11. Is any portion of the activity for which authorization is sought now complete __Y__ __N
    a. If answer is "Yes", give reasons in the remarks in the remarks section.
       Indicate the existing work on the drawings.
    b. If the fill or work is existing, indicate date of commencement and completion.
    c. If not completed, indicate percentage completed.

12. List of approvals or certifications required by other Federal, State or local agencies for any structures, construction discharges, deposits or other activities described in this application. Please show zoning approval or status of zoning for this project.

<table>
<thead>
<tr>
<th>Issuing Agency</th>
<th>Type Approval</th>
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8. Proposed use: Private ____  Public ____  Commercial ____  Other ____ (Explain)

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Provide Evidence of Other Authorizations / Denials

13. Has any agency denied approval for the activity described herein or for any activity directly related to the activity described herein?  
___Yes ___NO (If "yes", explain).

Note: Items 14 and 15 are to be completed if you want to bulkhead, dredge or fill.

14. Description of operation: (If feasible, this information should be shown on the drawing).

a. Purpose of excavation or fill ______________________________.
A list of other governmental authorizations, either obtained or requested by applicant:

- Georgia EPD - Sect. 401 WQC/SBV
- Coastal Zone Management
- Marine Sanctuaries
- Air Quality
- County Approval/Permits

Statements concerning endangered species (Sect. 7) and cultural resources (Sect. 106)
Note: Items 14 and 15 are to be completed if you want to bulkhead, dredge or fill.

14. Description of operation: (If feasible, this information should be shown on the drawing).
   a. Purpose of excavation or fill ____________________________
      
      1. Access channel length_____ depth_____ width_____
      2. Boat basin length_____ depth_____ width_____
      3. Fill area length_____ depth_____ width_____
      4. Other length_____ depth_____ width_____
         (Note: If channel, give reasons for need of dimensions listed above.)
   b. If bulkhead, give dimensions ____________________________
      -- Type of bulkhead construction (material) ____________________________
         1. Backfill required: Yes _____ No _____ Cubic yards _____
         2. Where obtained ____________________________
   c. Excavated material
      1. Cubic yards ____________________________
      2. Type of material ____________________________

15. Type of construction equipment to be used ____________________________
   a. Does the area to be excavated include any wetland? Yes____ No____
   b. Does the disposal area contain any wetland? Yes____ No____
   c. Location of disposal area ____________________________
   d. Maintenance dredging, estimated amounts, frequency, and disposal sites to be utilized:
      ____________________________
   e. Will dredged material be entrapped or encased? ____________________________
   f. Will wetlands be crossed in transporting equipment to project site? ____________________________
   g. Present rate of shoreline erosion (if known) ____________________________

16. Receive of review, Minimizing Construction Potentially for Erosion by Dredging or Bulkhead Fill.
d. Maintenance dredging, estimated amounts, frequency, and disposal sites to be utilized: ________________________________

e. Will dredged material be entrapped or encased? ________________________________

f. Will wetlands be crossed in transporting equipment to project site? ________________________________

g. Present rate of shoreline erosion (if known) ________________________________

16. Description of Avoidance, Minimization and Compensation: Provide a brief explanation describing how impacts to waters of the United States are being avoided and minimized on the project site. Also, provide a brief description of how impacts to waters of the United States will be compensated for, or a brief statement explaining why compensatory mitigation should not be required for those impacts.
33 CFR Part 325.1(d)
Content of Complete App. (Cont.)

- For Section 404 projects, a mitigation statement must be provided:
  - Can be brief.
  - Describe how impacts are avoided & minimized.
  - Statement describing compensation or why compensatory mitigation should not be required.
A mitigation plan is **NOT** required, but can be submitted to streamline the process
Help Us Help You / Your Client

- Provide supplemental information:
  - In most cases, a delineation of special aquatic sites is required.
  - Aerial photographs, maps, Soil maps, NWI, etc.
  - Proposed Plans.
  - Mitigation Plan.
  - 404(b)(1) Analysis.
REMEMBER!!

- **SIGN** THE APPLICATION!!
- Provide enough info for issuance of JPN
- Pre-apps are GREAT!