

INSTRUCTIONS FOR PREPARING A
DEPARTMENT OF THE ARMY APPLICATION
CESAS FORM 19

CESAS Form 19 is designed to allow the applicant to jointly apply for a Department of the Army permit, Georgia Marshlands Protection Act permit, Georgia Revocable License, and Georgia Water Quality Certification. The information below is provided to assist the applicant in completing the form and preparing any drawings or enclosures to be provided with the application.

GUIDANCE FOR COMPLETION OF CESAS FORM 19.

Blocks 1 & 3. To be completed by the Corps of Engineers

Block 2. Date. The date the application is mailed to the Savannah District.

Block 4. Name and address of applicant. Please provide the full address of the party or parties responsible for the application.

If more space is needed, attach an extra sheet of paper marked **Block 4**. In the space marked **Telephone No.**, please provide the number where you can usually be reached during normal business hours. A FAX number can also be included if available.

Block 5. Location where activity exists or will occur. Please provide all the information requested in this block as well as any other information which will make it easier to locate the project site such as a street address, River Mile, distance from a known point, etc.

Block 6. Name, address, and title of applicant's authorized agent for permit coordination. To be completed only if you choose to have an agent.

Block 7. Describe the proposed activity, its purpose and intended use..... Describe the overall activity or project (identify the materials to be used as well as the methods by which the work will be done). Give appropriate dimensions of structures such as wingwalls, dikes, or excavations (length, width, and height or depth). Indicate whether a discharge of dredged or fill material is involved. Also identify any structure to be constructed on a fill, piles, or float supported platforms. **The written description and illustrations are an important part of the application. Please describe, in detail, what you wish to do. If more space is needed, attach an extra sheet of paper marked Block 7.**

Block 8. Proposed Use. You must check the appropriate category of use and then describe the basic purpose and proposed use of the proposed project. Basically, what will it be used for and why?

Block 9. Names and addresses of adjoining property owners. List complete names and full mailing addresses of the adjacent property owners (public or private) lessees, etc., whose property adjoins the waterbody or aquatic site where the work is being proposed so that they may be notified of the proposed activity (usually by public notice). If more space is needed, attach an extra sheet of paper marked Block 9. **Information concerning adjacent landowners is usually available through the office of the tax assessor in the County where the project is to be developed.**

Block 10. Dates activity is to commence and end. These dates should indicate when you plan to begin the work and how long it will take to complete it once started.

Block 11. Is any portion of the work already complete? Provide any background on any part of the proposed project already completed. Describe the area already developed, structures completed, any dredged or fill material already discharged, any clearing of wetlands performed, the type of material, volume in cubic yards, acres of wetlands or waters of the United States filled. If work was done under an existing Corps permit, identify the authorization if possible. **If more space is needed, attach an extra sheet of paper marked Block 11.**

Blocks 12 and 13. Information about approvals or denials by other agencies. You may need the approval of other Federal, State, or local agencies for your project. Identify any applications you have submitted and the status, if any of each application. You need not have obtained all other permits before applying for a Corps permit.

Blocks 14 and 15. Description of operation and type construction equipment. These blocks are self explanatory. However, they do not specifically identify a category for clearing of wetlands. This activity is now considered a discharge of dredged or fill material. The "other" category can be used for such projects. **The term marshland in Block 15 means vegetated wetlands.**

Block 16. Water quality Certification. This information is always required for activities involving discharges of dredged or fill material, dredging or mining operations, and commercial marinas. It is not normally required for construction of non-commercial structures which not result in a discharge of dredged or fill material (i.e. private docks, piers, etc.)

Block 17. Signature of applicant. The application must be signed by the owner or authorized agent. This authorization shall be an affirmation that the party applying for the permit possesses the requisite property rights to undertake the activity applied for (including compliance with special conditions, mitigation, etc.).