

LAND DISTURBANCE/GRADING PERMITTING PACKET



Date Received: _____
Staff Initials: _____

**COMMUNITY DEVELOPMENT
BUILDING SERVICES DEPARTMENT
PHONE: (770) 429-4554 FAX: (770) 429-4548
2529 J.O. Stephenson Avenue, Kennesaw, GA 30144**

Project Name/Site Address _____
Contact Name/Phone _____

I, _____ hereby certify that I fully understand the provisions of the City Ordinance responsibility for carrying out the Erosion and Sediment Control Plan for the above referenced project as approved by the City of Kennesaw. I further grant the right-of-entry onto this property, as described above, to the designated personnel of the City of Kennesaw for the purpose of inspecting and monitoring for compliance with the aforesaid Ordinance.

NOTE:

- **NOI and NOT requirements were revised September 2013 - Forms and instructions can be obtained at: <http://gaswcc.georgia.gov>**
- **An inspection must be called for and approved prior to request for a grading permit.**
- **UPON COMPLETING INSTALLATION OF SOIL/EROSION MEASURES UNDER YOUR LAND DISTURBANCE PERMIT, CALL 770-421-8582 TO SCHEDULE AN INSPECTION WITH THE ENVIORNMENTAL SPECIALIST (OR HIS DESIGNEE). NO GRADING IS ALLOWED UNDER LAND DISTURBANCE PERMIT (LDP)! A SEPARATE PERMIT NUMBER WILL BE ISSUED FOR GRADING AFTER YOUR SOIL/EROSION MEASURES ARE APPROVED.**

Property Owner's/Agent's Signature

Date

OFFICE USE ONLY

Items needed prior to issuance of LDP:

- Preliminary Plat approved by Mayor and Council (*if required*)
- Plan approval by all agencies as required.
- Proof of Current Ad Valorem Tax on property paid.
- Copy of current Business License **of contractor doing work.**
- \$50.00 LDP fee + \$10 Technology fee** Paid: Cash, Credit or Check # _____
- An Erosion Bond of \$1000 min to \$3000 max. Acre (*To be determined by Environmental Specialist*), which will remain in effect until 1 year after final C.O. for project is issued. (Form attached)
Amount of bond \$ _____ Cash { } Government Security { } ILC { }
- If project is 1 acre or more, proof that Notice of Intent (**form can be obtained at: <http://gaswcc.georgia.gov>**) has been sent to the EPD 14 days prior to LDP approval (copy of NOI and copy of certified mailing) plus proof of matching fee sent. (**\$40 per acre**)
- NOI Matching fee to the City of Kennesaw (*if applicable*) [Amt. Rec. _____ Check # _____.]

LDP#:
DATE ISSUED
GP#
DATE ISSUED

Items need for issuance of Grading Permit:

- Notification of approval of soil and erosion measures by Environmental Specialist (or his designee)
770-421-8582
- \$50.00 Grading fee + \$10 Technology fee** Paid: Cash, Credit or Check # _____

Permitting Approved By:

Building Official

Zoning Administrator

Public Works Designee



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LDP/GRADING PERMIT APPLICATION

1. APPLICANT (Please check if applicant is the landowner or designated agent*)

Name <input type="checkbox"/> Landowner <input type="checkbox"/> Designated Agent			
Address			
City	State	Zip Code	Area Code/Telephone Number

2. LOCATION

Section	Town	Range	Township	City/Village	County
Subdivision		Lot No.	Property Tax ID Number		Street Address

3. PROPOSED EARTH CHANGE

Project Type <input type="checkbox"/> Residential <input type="checkbox"/> Multi-family <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Land Balancing	
Describe Project	Size of Earth Change (acres or square feet)
Name of and Distance to Nearest Lake, Stream, or Drain	Date Project to Start Date Project to be Completed

4. SOIL EROSION AND SEDIMENTATION CONTROL PLAN

Note: _____ complete sets of plans must be attached	Estimated Cost of Erosion and Sediment Control
	Plan Preparer's Name and Telephone Number Area Code ()

5. PARTIES RESPONSIBLE FOR EARTH CHANGE

Name of Landowner (if not provided in Box No. 1 above)			Address
City	State	Zip	Area Code/Telephone Number
Name of Individual "On Site" Responsible for Earth Change			Company Name
City	State	Zip	Area Code/Telephone Number

6. PERFORMANCE DEPOSIT (If required by the permitting agency)

Amount Required \$ _____	<input type="checkbox"/> Cash <input type="checkbox"/> Certified Check <input type="checkbox"/> Irrevocable Letter of Credit <input type="checkbox"/> Surety Bond		
Name of Surety Company			
Address	City	State	Zip Code Area Code/Telephone Number

I (we) affirm that the above information is accurate and that I (we) will conduct the above described earth change in accordance with Part 91, Soil Erosion and Sedimentation Control, of the Natural Resource and Environmental Protection Act, 1994 PA 451, as amended, applicable local ordinances, and the documents accompanying this application.

Landowner's Signature	Print Name	Date
Designated Agent's Signature*	Print Name	Date

* Designated agent must have a written statement from landowner authorizing him/her to secure a permit in the landowner's name.