



Documents Required for the Issuance of an LDA

- Please take care to ensure that all information is provided as required.
- The approval / denial of a permit will be within 45 calendar days of the receipt of completed application with all required documents.
- Please submit completed permit application to lda@stmarysga.gov

- _____ Completed Land Disturbance Activity Permit application (with all fields completed)
- _____ Property Owner’s Authorization Letter (for applicants that are not the property owner)
- _____ **4 printed copies and 1 digital copy** of the site-specific Erosion, Sedimentation and Pollution Control (ESPC) Plan designed by a GSWCC Certified Design Professional (Level II (Tan Card))
- _____ 2 copies of the completed ESPC Plan Checklist
- _____ Proof of certified ESPC responsible on-site personnel (Level 1A (Blue Card))
- _____ Copy of Submittal receipt through Georgia EPD GEOS with Submittal ID number or the NOI
- _____ Copy of NPDES Permit Form
- _____ Payment for Fees (see below for fee breakdown)
- _____ Other: _____

“7 Day” letters must be submitted to lda@stmarysga.gov once all BMPs have been installed and before any building inspections.

Land Disturbance Activity Permit Review Fee due to the City of St. Marys (other fees are due to the state when submitting to EPD GEOS)	
Primary/Stand-Alone Permittee	Secondary/Tertiary Permittee
_____ \$ 50 – Review fee + _____ \$ 40 – Per disturbed acre (ac) _____ disturbed ac * \$ 40 = _____ + \$50 Review Fee = _____ Total Fees	_____ \$ 50 – Single lot, or _____ \$ 100 – Two concurrent lots, or _____ \$ 150 – Three or more concurrent lots



LDA Application

Section A Project Information

Project Name _____ Property Address _____

Number of Lots _____ Lot Numbers or Parcel IDs _____

Total Size of Project (acres) _____ Total Disturbed Area (acres) _____

Blue Card Holder's Name _____

NOI Submittal # _____ NOI Submittal Date ____ / ____ /20 ____ GAR # ____ GAR _____

_____ Single-Family Residence _____ Multi-Family Subdivision _____ Home Addition

_____ Retaining Wall _____ Pool _____ Clearing & Grading Only

_____ Single-Family Subdivision _____ Commercial/Retail _____ Other _____

Section B Applicant Information

Applicant Name _____ (if applicable) Company _____

Mailing Address _____
City State Zip Code

Phone Number _____ Email _____

Applicant Type ___ Property Owner ___ Contractor ___ Authorized Agent ___ Other _____

Section C Property Owner Information

Owner's Name _____ (if applicable) Company _____

Mailing Address _____
City State Zip Code

Phone Number _____ Email _____

Would the property owner like to receive notifications about inspection results? ___ Yes ___ No

Section D Design Professional Information

Designer's Name _____ (if applicable) Company _____

Mailing Address _____
City State Zip Code

Phone Number _____ Email _____

I hereby certify that I am authorized to apply for this permit and all information contained in and attached to this application is true and correct. Furthermore, I certify that I will adhere to the Plans as approved by GSWCC and comply with all requirements of this permit

_____/_____/20
Applicant's Signature Date



Staff Use Only

Date Received _____ / _____ / 20 _____ Time _____

Submittal Complete _____ YES / NO _____

Date Mailed GSWCC _____ / _____ / 20 _____

ES&PC Plan GSWCC Approval _____ / _____ / 20 _____ Located within
a Marsh Buffer Zone _____ YES / NO _____

Amount of Fees Paid \$ _____

Plans Received from GSWCC _____ / _____ / 20 _____

Plans/Permit Picked Up _____ / _____ / 20 _____

7 Day Letter Received Date _____ / _____ / 20 _____

Building Permit Number _____

*This permit is valid for up to one year from the approval date listed below. If within a marsh buffer area, the marsh line will need to be remarked once a year by DNR. The permit is subject to any conditions listed on the plans, plan review, or permit placard. **The permit placard shall be displayed on-site.***

Community Development Department

_____/_____/20_____
Date