September 30, 2014

RE: Tier 1 Land Disturbance Packet

Dear Professional Engineer:

This is the Tier 1 packet, for land disturbance projects, one acre or greater.

Documents for Professional Engineer at Time of Submittal:
These documents are for your use to submit the land disturbance permit application.

- TIER 1 Land disturbance checklist
- TIER 1 Land disturbance certification
- Land disturbance permit application
- Contact Information Sheet

Documents for Contractor Before the Permit can be issued:
A surety is required in accordance with the Storm Water and Flood Management Ordinance for Tier 1 land disturbance projects. The permit will not be issued until the surety requirement is met.

- Contractor letter and bond for security

Documents (if applicable) for Developer/Owner and/or Contractor:
If a Right of Way Permit application is not being submitted simultaneously with the land disturbance permit, the engineer must submit this acknowledgment letter from the developer/owner, and contractor, if identified.

- Right of Way Permit Notification Letter

Documents for Professional Engineer at Time of Project Completion:
To initiate final engineering and right-of-way inspections, for a temporary or permanent Certificate of Occupancy, one of the following documents must be submitted to Central Permitting:

- As-built certification for ROW Work and Subdivisions, and as-built plans
- As-built certification for Commercial and Residential Site Work, and as-built plans

If you have any questions, call the Engineering Department at 251-208-7810 and ask for George Davis, Julia Miller or myself or email land.disturbance@cityofmobile.org with questions.

Sincerely,

Rosemary Ginn Sawyer, PE, CFM
Assistant City Engineer

P.O. Box 1827 • MOBILE, ALABAMA 36633-1827
Land Disturbance Application:
(Required for any increase in impervious area, including building additions)

A Tier 1 Land Disturbance application must include seven (7) complete plan sets. A complete plan set includes the following: site grading & drainage plans, site plan, and landscape and tree plan.

Site grading and Drainage Plan: The plans are to be signed and sealed by a licensed, Alabama professional engineer, showing pre-construction and final grade elevations. The plans should include sufficient storm water calculations, project narrative, erosion control plans, a stormwater retention system maintenance plan, as well as a Land Disturbance Application, with Certification and Checklist.

Site Plan: The site plan should be signed and sealed by an Alabama registered design professional or public land surveyor. The site plan should include the following: scale, north arrow, current zoning of the site and adjacent sites, sidewalks (existing and proposed), legal description, dumpster, parking (with typical dimensions), drives (including dimensions of aisle widths and radii), existing and proposed structures, address, vicinity sketch and the proposed use of the building.

Tree and Landscape Plan: The Landscape Plan must illustrate compliance with the City of Mobile’s Zoning Ordinance, for review by Planning, and be signed by the owner. Plan must also illustrate any existing 24” and larger live oaks.

Land Disturbance Checklist: □ Land Disturbance Application, □ Land Disturbance Certification & Checklist, □ Plan Submission Contact Information Sheet, □ 7 Complete Plan Sets, □ Plan Review Fee (if submitted independently of construction plans).*

Plan Review Status and Plan Revisions: Revisions should be clouded, and send only the affected pages; seven copies of each affected page must be submitted.

Plan Review Fees: If the Land Disturbance application is submitted independently of the building plans, the initial plan review fee is $101; 1st Re-submittal is $201, 2nd Re-submittal is $501, 3rd Re-submittal is $1001, and 4th Re-submittal is $2001.

** Please note that a land disturbance permit only allows site clearing and preparations; it does not permit footings, reinforcement or foundation work. Additionally, a separate building permit and fee is required at the time the building permit is issued.
CITY OF MOBILE, ALABAMA
ENGINEERING DEPARTMENT
LAND DISTURBANCE PERMIT APPLICATION

Application Fee Received by: ____________________________

Permit Number: BLD 20__-__________________________

This permit application must include the applicant's complete plans assembly along with sufficient engineering calculations to verify storm water discharge(s). The plans must be factual and complete and submit SEVEN ENTIRE PLAN SETS along with payment of the appropriate fee to the City of Mobile, Urban Development Department.

Pursuant to the requirements of the City of Mobile City Code Chapter 17, Storm Water Management and Flood Control and its Flood Plain Management Plan, the undersigned hereby applies for a permit for the activity represented on the attached plans.

APPLICANT'S Name ____________________________

APPLICANT'S ADDRESS ____________________________

AUTHORIZED REPRESENTATIVE'S Name ____________________________

AUTHORIZED REPRESENTATIVE'S Address ____________________________

Site Location/Legal Description ____________________________

Signature (Authorized Rep. or Applicant) Date ____________

APPLICANT'S Phone No ____________________________

APPLICANT'S City, State, Zip Code ____________________________

AUTHORIZED REPRESENTATIVE'S Phone No ____________________________

AUTHORIZED REPRESENTATIVE'S City, State, Zip Code ____________________________

Address Assigned by the City Engineer ____________________________

City Engineer ____________________________ Date ____________

Applicant AND Authorized Representative information is required to submit application.

Approval of the Land Disturbance Permit is NOT authority to initiate construction. The applicant is responsible for obtaining the necessary approvals and ensuring compliance with applicable Zoning, Subdivision, Tree, Traffic, and Right-of-Way applicable City Codes and regulations.

Land Use Administration Representative ____________________________ Date ____________

Notes:

1. This permit expires upon completion of the work authorized, or not later than one year from the date of issuance. No work shall be performed after that date without prior written approval from the City of Mobile, Urban Development Department.

2. A permit from the Urban Forester is required for removing, trimming, or relocating heritage trees, including 24 inch or larger live oaks.

3. Any work to be performed in the City of Mobile Right-of-Way will require a Right-of-Way Permit per City of Mobile City Code Chapter 57, Streets and Sidewalks, Article VII, Right of Way Construction and Administration. Any work in ALDOT right of way will require a ROW permit from ALDOT.

4. Construction plans are maintained in the City Engineer's Office and should be in compliance with City Code Chapter 17, Storm Water Management and Flood Control. Prior to granting of a Certificate of Occupancy, an Alabama licensed Professional Engineer must certify to the Urban Development Department that this project has been completed in conjunction with plans approved by the City Engineer.
Plan Submission
Contact Information

Name of Project __________________________________________
Address _________________________________________________

Owner _________________________________________________
Address _________________________________________________
Phone _______________ Fax _______________ E-Mail ____________

Authorized Agent _________________________________________
Address _________________________________________________
Phone _______________ Fax _______________ E-Mail ____________

Contractor _______________________________________________
Address _________________________________________________
Phone _______________ Fax _______________ E-Mail ____________

Civil Engineer _____________________________________________
Address _________________________________________________
Phone _______________ Fax _______________ E-Mail ____________

Architect _________________________________________________
Address _________________________________________________
Phone _______________ Fax _______________ E-Mail ____________

Submitted By:

__________________________
Signature

__________________________
Print

__________________________
Date

Affiliation to project/Organization

Effective Date: April 1, 2012
City of Mobile
Engineering Department
Land Disturbance Permit Checklist

TIER 1

Project: ___________________________ Date: ________________

Address: ______________________________________________________

Printed Name of Engineer: ______________________________________

Signature of Engineer: __________________________________________

Professional License No.: ________________________________________

The following items must be submitted (unless otherwise denoted on the appropriate space below) to City of Mobile Central Permitting with the Land Disturbance Permit Application. The City will review only those applications that are accompanied by all appropriate items on the Land Disturbance Permit Checklist and by a completed Land Disturbance Permit Certification.

___ Vicinity Map – Including the distance to the nearest named receiving water body and first named water body it ties into.

___ Legal Description

___ Plans drawn to scale, stamped and signed by an Alabama licensed P.E.

___ A brief narrative describing the existing site conditions and major elements of the project.

___ Priority site documentation provided if applicable* (See note for definition of priority construction site).

___ Topographical details for existing conditions and proposed development.

___ If an existing detention facility is utilized, documentation that the detention facility has been field-surveyed to verify the capacity and functionality of the existing detention facility. If it is found to be deficient, the pond will be brought up to the required capacity and functionality before a Certificate of Occupancy will be issued.

___ Documentation of any credit claimed for existing impervious area prior to 1984 (implementation of Flood Plain Management Plan).

___ Engineering calculations showing that the receiving storm drainage system can handle the additional flow due to the proposed development are provided, based on the method stated in the land disturbance permit certification.
Select the choice below that applies to the ADEM NOR for this site:

____ If the disturbed area is one (1) acre or greater, proof that the site is registered with the Alabama Department of Environmental Management (ADEM) is provided.

____ If the disturbed area is one (1) acre or greater, proof that the site is registered with the Alabama Department of Environmental Management (ADEM) will be provided before a land disturbance permit will be issued.

Select one of the following regarding sedimentation and erosion control plan and CBMPP:

____ Sedimentation and erosion control plan and CBMPP in accordance with the latest version of Alabama Handbook for Erosion Control, Sediment Control, and Storm water Management on Construction Sites and Urban Areas is provided.

____ Sedimentation and erosion control plan and CBMPP in accordance with the latest version of Alabama Handbook for Erosion Control, Sediment Control, and Storm water Management on Construction Sites and Urban Areas, stamped by a professional engineer licensed in the state of Alabama, will be provided by the contractor, along with a letter of supervision for the erosion control plan, before a land disturbance permit will be issued.

Grading and drainage plan that shows (please initial each plan element):

___ City of Mobile benchmark reference ___ Drainage easements

___ City of Mobile right-of-way ___ Outlet Control method is depicted (i.e. weir, orifice, structure, device, pipe, etc.)

___ Storm water detention system design and a clear statement of responsibility for detention pond maintenance. Where a property owners association is responsible, an agreement so stating must be recorded prior to final acceptance.

___ The submittal is designed in accordance with Division 2. Floodplain Regulations of the City of Mobile Storm Water Ordinance.

___ Sidewalks are required unless a variance is obtained from the Planning Commission. On subdivisions, the individual property owner will construct sidewalk, when a home is constructed.

___ Curb cuts and sidewalks are specified to City of Mobile standards.

___ If wetlands are shown as such on City GIS system, a licensed environmental professional must delineate wetlands to confirm or disprove their existence.
City of Mobile
Engineering Department
Land Disturbance Permit Checklist

Project: ________________________________ Date: __________________

Address: ______________________________________________________

_ If wetlands are to be disturbed, a Corps of Engineers permit is attached. OR

_ If wetlands are to be disturbed, a Corps of Engineers permit will be provided before a land disturbance permit will be issued.

_ If site drainage is not tied to the City’s storm water system, a release agreement, meeting the approval of the City Legal Department, to run with the land from the downstream property owner(s) accepting concentrated discharge onto the adjacent property and an engineering analysis of the private or public system receiving storm water, if applicable.

_ If site drainage is not tied to the City’s storm water system, a storm water detention design with 100-year design volume and pre-development two-year release rate (volume and velocity) is provided in lieu of release agreement, if applicable.

_ As-built drawings AND updated CADD/PDF files are required to be submitted no more than 120 days of the Temporary Certificate of Occupancy (TCO) being issued by Engineering. Per ADEM’s permit with City of Mobile, no extensions of a TCO can be issued.

Select the option(s) which apply regarding the right of way:

_ A right of way permit is being submitted under separate cover to City Engineering Department in conjunction with the submission of the land disturbance permit application submittal to Central Permitting.

_ A right of way permit will be submitted to City Engineering Department at a later date by the contractor.

_ A right of way permit is being submitted separately to the Alabama Department of Transportation in conjunction with the submission of the land disturbance permit application submittal to Central Permitting.

_ A right of way permit will be submitted to the Alabama Department of Transportation at a later date by the contractor.

_ There is no work in the right of way proposed on this project, therefore no right of way permit is required.

Low Impact Development Design

_ Documentation that shows the pre-development 1.2” hydrology over a 24 hour period preceded by a 72 hour antecedent dry period.
The following submission is attached for the plans:

1. a PDF file of the plans (EMAIL to land.disturbance@cityofmobile.org), AND

2. appropriate number of hard copies of ENTIRE LAND DISTURBANCE PLAN SET as required by Urban Development**, AND

3. a CADD file in ONE of the following formats (EMAIL to land.disturbance@cityofmobile.org):
   - ESRI Shape file format OR
   - Standard CAD format (DXF, DWG or DGN) OR in a format approved by the Engineering and GIS department compatible with the City of Mobile GIS system.

4. Any of the above formats must be referenced to the NAD83 Alabama State Plane Coordinate System (West Zone) in U.S. Survey feet.

*PRIORITY CONSTRUCTION SITES:
Any construction project one acre or larger that discharges to or crosses a water body considered as any of the following classifications or within ADEM’s associated buffer zone for said water body shall be considered a priority construction project:
• Any water body listed on the most recently approved 303(d) list of impaired waters for turbidity, siltation, or sedimentation
• Any water body for which a Total Maximum Daily Load (TMDL) has been finalized or approved by EPA for turbidity, siltation or sedimentation
• Any water body assigned the Outstanding Alabama Water (OAW) or Outstanding National Resource Water or Treasured Alabama Lake
• Other sites determined by the Permittee or Permitting Authority to be a significant threat to water quality

** PLEASE NOTE IF ANY DESCREPANCIES ARE FOUND BETWEEN EMAILED PLANS AND HARD COPIES, THE CONTRACTOR PERMITTED PLAN SET SHALL GOVERN.

LAND DISTURBANCE PERMIT WILL NOT BE ISSUED UNTIL CADD FILE AND PDF FILES ARE RECEIVED AND APPROVED BY GIS DEPARTMENT – approval takes five (5) business days from date of receipt of files.
City of Mobile
Engineering Department
Land Disturbance Permit Checklist

TIER 1

Project: ___________________________ Date: ______________

Address: ____________________________

Additional Comments:

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

Page 5 of 5 04/20/2015
I hereby certify:

1. that the land disturbance permit (for which I am submitting this application) gives
the contractor permission to work on private property only. Furthermore, I
understand, that a right-of-way permit must be prepared under my direction and
submitted separately (and certified on #15 and #16 below) for work in the City
and/or ALDOT Right-of-Way.

   ___ A. I certify that I have given the owner/developer and contractor the attached
   letter stating this requirement and a copy is attached herewith.

   ___ B. If a contractor has not been selected at this time, the owner/developer has
   received a copy of this letter to provide the contractor once selected.

2. ___ A. that I, or an appropriate person under my supervision, have been retained
   to and will inspect and certify that the project will be built according to the
   permitted plans in accordance with the latest version of Alabama Handbook for
   Erosion Control, Sediment Control, and Stormwater Management on Construction
   Sites and Urban Areas, and that if there are significant changes in final construction
   of the project from the permitted plans, as-built drawings and calculations will be
   submitted to the City of Mobile for approval. As-built drawings are required to be
   submitted no more than 120 days of the Temporary Certificate of Occupancy (TCO)
   being issued by Engineering. Per ADEM’s permit with the City of Mobile, no
   extensions of a TCO can be issued.

   ___ B. that I have not been retained to inspect and certify that the project will be
   built according to the permitted plans. A letter of supervision from the engineer
   who will be performing the construction observation/certification will be submitted
   before a land disturbance permit will be issued.

3. ___ that sedimentation and erosion control plan and Construction Best Management
   Practice Plan (CBMPP) is provided

   ___ A. is provided as a part of the land disturbance application and it is in
   compliance with existing federal, state, municipal and the latest version of Alabama
   Handbook for Erosion Control, Sediment Control, and Stormwater Management
   on Construction Sites and Urban Areas. The Construction Best Management
   Practice Plan (CBMPP) must provide that the contractor is responsible for daily
   inspection and continued maintenance of erosion control elements.

   ___ B. is not provided with this application; it shall be the responsibility of the
   contractor is to provide the erosion control plan and CBMPP in compliance with
   existing federal, state, municipal and the latest version of Alabama Handbook for
   Erosion Control, Sediment Control, and Stormwater Management on Construction
   Sites and Urban Areas. The CBMPP must provide that the contractor is
   responsible for daily inspection and continued maintenance of erosion control
   elements. The erosion control plan and CBMPP, stamped by a licensed engineer in
the State of Alabama, with a letter of supervision for the erosion control plan will be provided before a land disturbance permit will be issued.

4. that all drainage calculations are completed with due care and comply with all existing federal, state, and municipal requirements, as applicable to the type site proposed.

5. that the grading and drainage plans comply with existing federal, state, municipal standards and guidelines.

6. A. that if an existing detention facility is utilized, the detention facility, has been field-surveyed to verify the capacity and functionality of the existing detention facility. If it is found to be deficient, the pond will be brought up to the required capacity and functionality before a Certificate of Occupancy will be issued.

B. that a notarized letter from the owner is attached stating that the owner agrees to maintain the detention facility in accordance with the attached detention facility maintenance plan.

C. that a notarized letter from the owner will be provided before a land disturbance permit will be issued. The letter states that the owner agrees to maintain the detention facility in accordance with the attached detention facility maintenance plan.

D. that if no detention facility is required based on the type development proposed.

E. that an existing detention facility is utilized, but the maintenance of the facility is not the responsibility of the owner. Documentation is attached to this submittal to confirm that detention facility maintenance is not the responsibility of the owner.

7. that the plans require any area within the site constructed after 1984 to be brought to compliance with the City of Mobile’s storm water ordinance.

8. that the receiving storm drainage system(s) can handle the additional flow due to the proposed development. Based on one of the following being met:

A. City of Mobile Flood Plain Management Plan, page 26, “An adequate channel shall be defined as a natural or man-made channel or pipe which is capable of conveying the run-off from a 10 year storm without overtopping its banks or eroding after development of the site in question, or without causing the flooding of structures from the 10 year storm event.”
8. (CONTINUED)

B. If the outfall is into a natural watercourse, the ten-year peak flow from the development within the watershed must be at a flow rate and velocity, which the watercourse can handle without erosion or over bank flooding.

C. The existing City of Mobile outfall system does not meet the required 10-year design capacity; therefore, the pre-development peak flow has been reduced by an amount large enough to avoid making improvements to the outfall system.

D. The existing outfall system is inadequate.

1. Analysis of the existing outfall system is provided. I have verified that there is no historical flooding in the area, based on examination for evidence of prior flooding and by documenting discussion with neighbors adjacent to the existing outfall. I certify that there is no flooding problem created with this development for a 10-year storm.

2. Analysis of the existing outfall system is provided. I have verified that there is historical flooding in the area, based on examination for evidence of prior flooding and by documenting discussion with neighbors adjacent to the existing outfall. A storm water detention system providing 100-year volume with a pre-development two-year release (volume and velocity) has been designed.

E. There is no existing outfall. Therefore an infiltration system is proposed. The drainage calculations are enclosed along with a geotechnical report addressing the percolation rate, the required soil layers for the system, the relationship between the location of the infiltration system and the water table, and the required maintenance plan for the system function properly; a certification letter from the geotechnical engineer stating that the system design will function as designed is enclosed. The maintenance plan should be signed by the owner and notarized.

F. There is no existing outfall. A drainage system is being constructed to tie to the nearest City of Mobile storm drainage system (within 300 feet of the project). The design and calculations for the proposed drainage system are provided. The receiving City of Mobile system has been analyzed and meets:

1. City of Mobile Flood Plain Management Plan, page 26, “An adequate channel shall be defined as a natural or man-made channel or pipe which is capable of conveying the run-off from a 10 year storm without overtopping its banks or eroding after development of the site in question, or without causing the flooding of structures from the 10 year storm event.”

2. The existing outfall system does not meet the required 10-year design capacity; therefore, the pre-development peak flow has been reduced by an amount large enough to avoid making improvements to the outfall system.
8.F. (CONTINUED)

3. The existing outfall system is inadequate. Analysis of the existing outfall system is provided. I have verified that there is no historical flooding in the area, based on examination for evidence of prior flooding and by documenting discussion with neighbors adjacent to the existing outfall. I certify that there is no flooding problem created with this development.

G. There is no existing outfall. The storm drainage is being conveyed via pipe into the existing gutter. Drainage calculations are provided quantifying the spread to be within the allowable limits for the appropriate type roadway facility onto which the release is proposed.

H. There is no existing outfall. The storm drainage is being conveyed via pipe into the existing gutter. When the spread was quantified, it was NOT within the allowable limits for the appropriate type roadway facility onto which the release is proposed. Therefore, detention is provided on-site, to reduce the release to be within the allowable limits for spread.

9. 

A. that site drainage is tied to the City of Mobile’s storm water system,

B. that site drainage is not tied to the City of Mobile’s storm water system, the City of Mobile Legal Department standard release agreement or an agreement meeting the approval of the City of Mobile Legal Department will be submitted before a land disturbance permit is issued. The release agreement will be court-recorded, and the recording information supplied to the City of Mobile Engineering Department before a land disturbance permit will be issued on commercial sites, and before building permits are issued on subdivisions with streets to be accepted for City of Mobile maintenance. If the storm water discharge ties to a private system, an analysis of the private system is enclosed and shows that the private system can handle the additional flow.

C. that site drainage is not tied to the City of Mobile’s storm water system, the City of Mobile Legal Department standard release agreement or an agreement meeting the approval of the City of Mobile Legal Department will be submitted before a land disturbance permit is issued. The release agreement will be court-recorded, and the recording information supplied to the City of Mobile Engineering Department before a land disturbance permit will be issued on commercial sites, and before building permits are issued on subdivisions with streets to be accepted for City of Mobile maintenance. If storm water drains onto the adjacent property owner before the runoff reaches a City of Mobile system, the analysis of the City of Mobile system is analyzed under number 7 of the certification.
9. (CONTINUED)

D. that site drainage is not tied to the City of Mobile's storm water system, the City of Mobile Legal Department standard release agreement or an agreement meeting the approval of the City of Mobile Legal Department will be submitted before a land disturbance permit is issued. The release agreement will be court-recorded, and the recording information supplied to the City of Mobile Engineering Department before a land disturbance permit will be issued on commercial sites, and before building permits are issued on subdivisions with streets to be accepted for City of Mobile maintenance. If storm water crosses more than one property owner before tying to the City of Mobile storm water system, a release agreement will be obtained from all affected downstream property owners until the runoff reaches a City of Mobile system. The City of Mobile system is analyzed under number 7 of the certification.

E. that site drainage is not tied to the City of Mobile's storm water system, a storm water detention system providing 100-year volume with a pre-development two-year release (volume and velocity) has been designed.

10. that if the disturbed area is one (1) acre or greater, the site will be registered with the Alabama Department of Environmental Management (ADEM).

A. the ADEM NOR is provided with this application.

B. the ADEM NOR is not provided with this application; it will be applied for at a later date. I understand that the ADEM NOR must be provided before a land disturbance permit will be issued.

11. A. that wetlands are not shown on-site or on the City of Mobile GIS system

B. that if wetlands exist on-site or shown on City of Mobile GIS system, they have been delineated by a certified professional and the delineation is depicted on the plans.

1. wetlands are not disturbed.

2. wetlands are disturbed and a Corps of Engineers permit has been submitted with this application.

3. wetlands are disturbed and a Corps of Engineers permit will be submitted at a later submittal. I understand that the submission of the Corps of Engineers permit is required before a land disturbance permit will be issued.

C. that wetlands are shown on City of Mobile GIS system, but are not present on-site, and the attached letter from a licensed environmental professional has disproved their existence.
12. that plans should clearly identify that developers/owners of the site are required to maintain post-structural and non-structural construction BMPs until the maintenance responsibility is legally transferred to another party.

13. that if the site is in a flood plain, all requirements of Division 2. Floodplain Requirements of the City of Mobile Storm Water Ordinance are complied with.

14. that dumpster shown on plans is tied to sanitary sewer and turning template is shown on plans for dumpster to drive pickup route on the property. Pick up turning template is in accordance with the waste company provided for actual vehicles available at the time of design. I have contacted possible delivery companies for information on waste vehicles.

15. that Right of Way permitted plans comply with the latest version of the Rights of Way Construction and Administration Ordinance Article VIII of Chapter 57 and all existing applicable state, federal and municipal standards and guidelines.

16. A. that a City Right of Way permit is required for any work in the City Right of Way and a permit is being submitted to the Engineering Department at the same time the land disturbance permit is being submitted to Central Permitting (Urban Development).

B. that a City Right of Way permit is required for any work in the City Right of Way and a permit will be submitted to the Engineering Department at a later date by the contractor. I understand NO WORK can begin in the City Right of Way without a City Right of Way permit from the Engineering Department.

C. that a permit from the Alabama Department of Transportation is required for any work in the State Right of Way and the permit has been applied for. I understand that a copy of the ALDOT permit documentation is required to be submitted to the Engineering Department, before beginning work in the State Right Of Way.

D. that a permit from the Alabama Department of Transportation is required for any work in the State Right of Way and the permit will be applied for by the contractor. I understand that a copy of the ALDOT permit documentation is required to be submitted to the Engineering Department, before beginning work in the State Right Of Way.

E. that no work is proposed in the City or State Right of Way; therefore no Right of Way permit is required.

17. that post-construction site conditions are designed to provide runoff that mimics the pre-development hydrology for 1.2” of rainfall over a 24 hour period preceded by a 72 hour antecedent dry period.
I hereby certify that the project was designed according to the federal, state, and city standards/guidelines applicable to the project, to the best of my knowledge.

As shown on land disturbance permit checklist (attached to this certification), all required items have been submitted.

I understand with the submission of this certification that the penalty for three (3) submissions with significant deficiencies in a one-year period is that the review fee for the first review of the next submittal will be $1000. The City of Mobile will provide written warning to the Engineer when a submittal is found to be deficient. This warning shall inform the Engineer of the number of deficient submittals they have made in the last one-year period.

Furthermore, I understand that in cases in which an engineer knowingly makes materially false certifications, these false certifications may be reported to the Alabama State Board for Licensure for Professional Engineers and Land Surveyors.

I understand that all re-submittals will be considered a NEW submittal and reviewed in the order in which it was submitted.

I certify that I am a professional engineer, qualified in civil engineering, in good standing with the Alabama State Board of Licensure for Professional Engineers and Land Surveyors.

Printed Name of Engineer: ________________________________

Signature of Engineer: ________________________________

Professional License No.: ______________________________

Date: ____________________

SEAL
September 30, 2014

RE: Tier 1 Land Disturbance Performance Bonds

Dear Contractor:

To obtain a Tier 1 Land Disturbance Permit from the City of Mobile, the Storm Water and Flood Control Ordinance requires that a security be provided in Section 17.9.A.1.

The requirements of the surety are defined below. A standard bond form is provided for your use. The Tier 1 Land Disturbance Permit cannot be issued until surety is provided in one of the forms as required in the ordinance below.


A. Design and Performance Standards

1. The CBMP plan must be accompanied by a letter of credit, a surety bond or a cash bond, with the City having the right to determine which type of security shall be furnished. Unless the City determines that sufficient security for compliance with the requirements of this Ordinance is already in place, a letter of credit, a surety or a cash bond (a letter of credit, a surety bond and a cash bond shall herein collectively referred to as "security") shall be furnished to the City in accordance with the following provisions:

(a) The City shall require a letter of credit, a surety bond or a cash bond in such amount as specified herein to assure that the work, if not completed or if not in accordance with the permitted plans and specifications, will be corrected to eliminate hazardous conditions, erosion and/or drainage problems. In lieu of a letter of credit or a surety bond required by the City, the owner may file a cash bond with the City in an amount equal to that which would be required in the letter of credit or the surety bond.
(b) The security shall contain, or have attached to it as an exhibit, a legal description of the site. The security shall remain in effect for such reasonable period of time as may be required by the City.

(c) The security for clearing operations only shall be in the amount of one thousand dollars ($1,000.00) per acre for each acre, or fraction of an acre, disturbed or affected by such operations.

(d) The security for earthwork or clearing and earthwork operations shall be in the amount of three thousand dollars ($3,000.00) per acre for each acre, or fraction of an acre, disturbed or affected by such operations.

(e) Security equal to double the amounts required in subsections (3) and (4) herein, shall be required where clearing or earthwork is performed in areas designated as flood ways, flood plains or areas susceptible to landslides.

(f) Each letter of credit must be issued by a bank which has its principal office in the City.

(g) Each letter of credit must be issued by a bank which is reasonably satisfactory to the City and each surety bond must be issued by a surety company which is qualified to do business in the state and which is otherwise reasonably satisfactory to the City.

Should you have any questions, contact George Davis, Julia Miller or myself at 251-208-7810 or via email at land.disturbance@cityofmobile.org

Sincerely,

Rosemary Ginn Sawyer, PE, CFM
Assistant City Engineer
CITY OF MOBILE, ALABAMA
SITE CLEARING, EARTHWORK, GRADING, & OTHER SITE ACTIVITY

PERFORMANCE BOND

TIER 1 LAND DISTURBANCE PERMIT NUMBER BLD20_____-

KNOW ALL MEN BY THESE PRESENTS, THAT WE ____________________________________________
(hereinafter called the Principal) and ____________________________________________
(hereinafter called the Surety) are
held and firmly bound unto the CITY OF MOBILE, ALABAMA (hereinafter called the Obligee), in the full
and just sum of _____________________ Dollars($__________), lawful money of the United
States of America, for the payment of which, well and truly to be made, we bind ourselves, our heirs,
administrators, executors, and assigns, jointly and severally, firmly by these presents. For purposes of
this bond and enforcement of the obligations set forth herein, Surety hereby appoints the Mayor of the City of
Mobile as its agent for receipt of service of process.

WHEREAS, said Principal has applied to the Obligee for a permit to perform on-site clearing,
earthwork, grading, and other site activity on the land as described as follows, under the permit number
shown above: ____________________________________________

conditioned on an agreement by the Principal to install the erosion and sedimentation control BMPs in
accordance with the permitted Construction Best Management Practices (CBMP) plan prepared by_______
__________________________________________, dated ____________________________, and filed at the
City Engineering Department.

NOW THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if Principal shall
promptly and faithfully construct the improvements and achieve permanent site stabilization in accordance
with the permitted CBMP plan which is made a part hereof by reference as if set out in here full, and
said construction finally approved by Obligee, then the Bond shall be null and void; otherwise to remain in
full force and effect. The bond will automatically extend without amendment for additional one year period
from the expiration date, or any future expiration date, until all disturbed areas have been permanently
stabilized in accordance with the permitted CBMP plan and finally approved.

PROVIDED, further, that upon the failure of ____________________________________________
as such applicant, to promptly and efficiently prosecute said CBMP Plan, in any respect, In accordance with
the permit, the above bound ____________________________________________ as Surety,
shall take charge of said CBMP Plan, and complete the CBMP Plan at their own expense. Said Surety
may, if it so elects, by written direction given to the CITY OF MOBILE, City Engineer, authorize the City
Engineer to complete or cause to be completed the said Permit Work at the expense of said Surety, and
such Surety hereby agrees and binds surety to pay the cost and expense of the completion of such
CBMP Plan.

In the event said Principal shall fail or delay the prosecution and completion of said CBMP Plan
and said Surety shall also fail to act promptly as hereinafter provided, then said City Engineer may
cause ten days (10) notice of such failure, either to said Principal or Surety, and at the expiration of said
ten days, if said Principal or Surety do not proceed promptly to complete the CBMP Plan provided therein,
the CITY OF MOBILE, ALABAMA shall have the authority to cause said CBMP Plan to be done and
accomplished, and when the same is completed and the cost thereof determined, the said Principal and Surety shall and hereby agree to pay any and all cost of said CBMP Plan.

The said Principal and Surety further agree as part of this obligation to pay all such damages of any kind to person or property that may result from a failure in any respect to perform and complete said CBMP Plan.

The decision of the City Engineer of the CITY OF MOBILE, ALABAMA upon any question connected with the execution of the CBMP Plan, by said Principal or Surety, shall be final and conclusive. WITNESS our hands and seals, this______ day of________________ 20_____.

ATTEST:

______________________________________  ________________________________
(Name and Title)  (Signature of Applicant Official)

______________________________________
(Title of Officer Signing)

(Affix Seal)

______________________________________
Name of Surety

______________________________________
Legal Name of Applicant (Company) as Principal

______________________________________
Address

By: ________________________________
Attorney in Fact - for Surety

NOTICE TO ALABAMA RESIDENT AGENT

Countersigned by Alabama Resident Agent for Surety

Please print or write legibly your name and complete address below

______________________________________
Name

______________________________________
Address

(A copy of the Power of Attorney properly executed by the Company authorizing the Agent signing above to bind the Company as Surety on this Bond must be attached hereto. Said Power of Attorney must be dated so as to correspond with the execution date of the bond)
**ADDITIONAL INFORMATION SHEET**

<table>
<thead>
<tr>
<th>Field</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRINCIPAL</td>
<td></td>
</tr>
<tr>
<td>(COMPANY NAME)</td>
<td></td>
</tr>
<tr>
<td>ADDRESS</td>
<td></td>
</tr>
<tr>
<td>TELEPHONE NUMBER</td>
<td></td>
</tr>
<tr>
<td>FAX NUMBER</td>
<td></td>
</tr>
<tr>
<td>EMAIL ADDRESS</td>
<td></td>
</tr>
</tbody>
</table>

<table>
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<tbody>
<tr>
<td>SURETY</td>
<td></td>
</tr>
<tr>
<td>(COMPANY NAME)</td>
<td></td>
</tr>
<tr>
<td>ADDRESS</td>
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</tr>
<tr>
<td>EMAIL ADDRESS</td>
<td></td>
</tr>
</tbody>
</table>
OWNER/DEVELOPER

Engineering Company Name

Date

[Individual name]
[Developer/Owner Company]
[Street address]
[City, state, zip]

RE: ROW PERMIT NOTIFICATION LETTER
Project Development name and physical street address

Dear ____:

I am submitting a Tier 1/Tier 2 land disturbance permit for Project Development name and physical street address to the City of Mobile today. The land disturbance permit only allows land disturbance on private property.

The purpose of this correspondence acknowledges that we are aware that an additional permit, a Right of Way permit, directly from the Engineering Department is required. The Right of Way permit is NOT being submitted concurrently with the land disturbance permit; it will be submitted at a later date.

NO work on the right of way, including a construction entrance will be constructed until the Right of Way permit is approved and obtained.

I need your signature on the bottom of this letter to submit with the land disturbance permit. Thank you for your help.

Sincerely,

Professional Engineer, PE
Engineer of Record

PE #1234

OWNER/DEVELOPER ACKNOWLEDGMENT SIGNATURE

OWNER/DEVELOPER PRINTED NAME AND COMPANY

DATE: __________________________________________
CONTRACTOR

Engineering Company Name

Date

[Individual name]
[Contractor Company]
[Street address]
[City, state, zip]

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Sincerely,

Professional Engineer, PE
Engineer of Record

PE #1234

______________________________
CONTRACTOR ACKNOWLEDGMENT SIGNATURE

______________________________
CONTRACTOR PRINTED NAME AND COMPANY

DATE: __________________________
<table>
<thead>
<tr>
<th>Initial for completion:</th>
<th>Item that is Being Certified by Professional Engineer of Record</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The storm drainage system and storm water detention facilities were constructed in accordance with the permitted plans. Detention pond is solid sodded or permanently stabilized by method approved by the City of Mobile Engineering department.</td>
</tr>
<tr>
<td></td>
<td>Junction box/manhole/inlet elevations and outfall elevations were checked and are in accordance with the permitted plans or are noted on the as-built drawings (attached).</td>
</tr>
<tr>
<td></td>
<td>Underdrains (WERE/WERE NOT) installed. If “WERE” is marked, an underdrain location drawing is provided with the as-built drawings.</td>
</tr>
<tr>
<td></td>
<td>The Streets and/or widening/turn lane, etc. were constructed in accordance with the permitted plans.</td>
</tr>
<tr>
<td></td>
<td>All traffic striping, markings and legends in the City ROW are thermoplastic and constructed in accordance with the permitted plans.</td>
</tr>
<tr>
<td></td>
<td>Finished street cross-slopes conform to the permitted plans.</td>
</tr>
<tr>
<td></td>
<td>The asphalt paving overlaps the concrete gutter as required on the permitted plans.</td>
</tr>
<tr>
<td></td>
<td>Traffic signal(s), traffic signal controller, loops, and all other associated traffic signal work were constructed in accordance with the permitted plans.</td>
</tr>
<tr>
<td></td>
<td>Irrigation system and associated items were constructed in accordance with the permitted plans.</td>
</tr>
<tr>
<td></td>
<td>Driveways, sidewalk, handicapped ramps, solid sod, vegetation, etc. was constructed in accordance with the permitted plans.</td>
</tr>
<tr>
<td></td>
<td>Existing or newly constructed sidewalk and driveways in the right-of-way are in a condition free of hazards to pedestrians or vehicles.</td>
</tr>
<tr>
<td></td>
<td>Embankment and/or excavated slopes 3:1 or flatter (maximum slope) appear to be covered by a stable stand of solid sod so as to prevent erosion. Flat slopes (flatter than 3:1) appear to be covered by a stable stand of grass to prevent erosion.</td>
</tr>
<tr>
<td></td>
<td>Manhole and utility rings are properly installed.</td>
</tr>
<tr>
<td></td>
<td>Surveyed storm water detention volume: ______ cubic feet, which is greater than or equal to the permitted storm water detention volume. Permitted storm water detention volume is ______ cubic feet.</td>
</tr>
<tr>
<td></td>
<td>The orifice plate/weir is sized and installed correctly. Provide the orifice plate/weir: measured size ______ inches; the required size from the permitted plans is ______ inches.</td>
</tr>
<tr>
<td></td>
<td>The orifice plate is securely attached.</td>
</tr>
<tr>
<td></td>
<td>Headwalls are properly constructed. Adjacent surfaces are stable.</td>
</tr>
<tr>
<td></td>
<td>Drainage structures and storm drain lines are free of sediment and debris.</td>
</tr>
<tr>
<td></td>
<td>The required size and quantity of riprap was provided at the outfall discharge point.</td>
</tr>
<tr>
<td></td>
<td>Filter blanket was provided and properly installed under the riprap.</td>
</tr>
<tr>
<td></td>
<td>Underground detention has been filmed and the film footage does not depict</td>
</tr>
</tbody>
</table>
any sediment or pipe deficiencies (holes in pipe, bad joints, etc.) This is underground storm water detention and the tie from the detention pond to the right of way tie-in. All pipe installed in the right of way is videoed and installed with no lifting eyes and wrapped joints.

Storm drain video/DVD and the video report are provided as required.

I have reviewed the laboratory test results and find that the base and subgrade layers and asphalt paving are in accordance with the permitted plans and within the ALDOT standards with regard to composition, thickness, and density.

I have reviewed the laboratory test results and find that the concrete used for the drainage structures, curb, and curb and gutter and on other structures, such as signal poles, etc. in the City ROW is the appropriate mix and is in accordance with the ALDOT standards.

Two copies of the testing laboratory's findings have been provided to the City Engineer.

Low impact development design is constructed in accordance with the permitted plans.

As-built elevations and as-built plans are provided. If there are no changes to the permitted plans, submit a copy of permitted plans certified as AS-BUILT and marked as such when submitting the as-built certification form.

The following submissions are provided for the AS-BUILT plans (marked as such), which have changed from the permitted plans:
1. a PDF file of the plans (EMAIL), AND
2. two hard copies of the plans, AND
3. a CADD file in ONE of the following formats (EMAIL): ESRI Shape file format OR
   Standard CAD format (DXF, DWG or DGN) OR in a format approved by
   the Engineering and GIS department compatible with the City of
   MobileGIS system.
4. Any of the above formats must be referenced to the NAD83
   Ala. State Plane Coordinate System (West Zone) in U.S. Survey feet.

Within the Homeowners Association Restrictive Covenants, the Association assumes responsibility for maintenance of storm water detention facilities. The Covenants were recorded in map book ____, page number _____ on date __________. A copy has been provided to the City Engineer.

I hereby certify that this project was built in accordance with the permitted plans, and that drawings and calculations of any significant changes in the final construction of the project from what was shown on the originally permitted plans have been submitted to the City Engineer.

<table>
<thead>
<tr>
<th>PE Signature:</th>
<th>Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Written PE Name:</td>
<td>PE Number:</td>
</tr>
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</table>
City of Mobile
Engineering Department

Engineer’s As-Built Certification
for Commercial and Residential Site Work

City Permit Number(s): BLD20--; ROW20--; Date: 

Project Name: 

Address: 

Printed Name of Engineer: 

Signature of Engineer: 

Professional License No.: 

Engineering Firm: 

Project Completion Date: Date of Final Inspection: 

I hereby certify that this project was built in accordance with the permitted plans, and that drawings and calculations of any significant changes in the final construction of the project from what was shown on the originally permitted plans have been submitted to the City Engineer.

Initial each item below.

_____ The storm drainage system and storm water detention facilities were constructed in accordance with the permitted plans. Detention pond is solid sodded or permanently stabilized by method approved by the City of Mobile Engineering department.

_____ Underground detention has been filmed and the film footage does not depict any sediment or pipe deficiencies (holes in pipe, bad joints, etc.) This is underground storm water detention and the tie from the detention pond to the right of way tie-in.

_____ Storm drain video/DVD and the video report are provided as required.

_____ As-built elevations and as-built plans are provided. If there are no changes to the permitted plans, submit a copy of permitted plans certified as AS-BUILT and marked as such when submitting the as-built certification form.

The following submissions are provided for the AS-BUILT plans (marked as such), which have changed from the permitted plans:
1. a PDF file of the plans (EMAILIED), AND
2. two hard copies of the plans, AND
3. a CADD file in ONE of the following formats (EMAILIED): ESRI Shape file format OR Standard CAD format (DXF, DWG or DGN) OR in a format approved by the Engineering and GIS department compatible with the City of Mobile GIS system.
4. Any of the above formats must be referenced to the NAD83 Alabama State Plane Coordinate System (West Zone) in U.S. Survey feet.
City Permit Number(s): BLD20 - _____; ROW20 - ___________    Date: ____________

Project Name: ___________________________________________________________________________________

Address: _______________________________________________________________________________________

_____ Surveyed storm water detention volume: ________ cubic feet, which is greater than or equal to
the permitted storm water detention volume. Permitted storm water detention volume
is___________ cubic feet.

_____ The orifice plate/weir is sized and installed correctly. Provide the orifice plate/weir: measured size
_____ inches; the required size from the permitted plans is ____ inches.

_____ The orifice plate is securely attached.

_____ Headwalls are properly constructed. Adjacent surfaces are stable.

_____ Embankment and/or excavated slopes 3:1 or flatter (maximum slope) appear to be covered by a
stable stand of solid sod so as to prevent erosion. Flat slopes (flatter than 3:1) appear to be covered
by a stable stand of grass to prevent erosion.

_____ Drainage structures and storm drain lines are free of sediment and debris.

_____ Junction box/manhole/inlet elevations and outfall elevations were checked and are in accordance
with the permitted plans or are noted on the as-built drawings (attached).

_____ Manhole and utility rings are properly installed.

_____ The required size and quantity of riprap was provided at the outfall.

_____ Filter blanket was provided and properly installed under the riprap.

_____ Permitted work in the right-of-way (driveways, sidewalk, handicapped ramps, solid sod, vegetation,
etc.) was constructed in accordance with the permitted plans.

_____ Existing sidewalk and driveways and/or sidewalk and driveways constructed in the right-of-way
are in a condition free of hazards to pedestrians or vehicles.

_____ Low impact development design is constructed in accordance with the permitted plans.
City of Mobile
Engineering Department

Engineer's As-Built Certification
for Commercial and Residential Site Work

City Permit Number(s): BLD20 - ROW20 - Date: 

Project Name: 

Address: 

Additional Comments:

________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

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