

US ARMY CORPS OF ENGINEERS (USACE), SAVANNAH DISTRICT  
 PRE-CONSTRUCTION NOTIFICATION (PCN) CHECKLIST AND INSTRUCTIONS  
 FOR REGIONAL GENERAL PERMITS  
 FOR GDOT PROJECTS (September 24, 2019)

This checklist has been devised to assist GDOT and their consultants in submitting permit applications. Please keep in mind that each project has unique components and that additional information may be required to complete the application. However, this checklist provides guidance on what is typically necessary for this office to verify a Regional General Permit (RGP). We appreciate your cooperation in providing this information at the time of your request. Failure to include all checklist items may add processing time and delay the issuance of the permit.

**PLEASE INCLUDE THIS CHECKLIST WITH ALL PCN SUBMITTALS!**

**\_\_\_ Pre-Construction Notification (PCN) Form for RGPs. The PCN as a fillable pdf can be downloaded from the Ecology SharePoint website: [USACE 2018 PCN Form](#). If additional space is needed for any of the questions, then attach additional sheets.**

- Before completing the PCN Form, read the Public Notice Issuance of Regional Permits at this link: <https://www.sas.usace.army.mil/Portals/61/docs/Regulatory/RGP/RP%2030-35%20Transportation%20Projects.pdf?ver=2018-10-24-145839-350>. The Public Notice details the scope and general conditions of these RGPs.
- Please note that projects that do not meet the terms and conditions of these RGPs, or exceed the limitations set forth in these RGPs, will require authorization from the USACE under an Individual Permit. Information regarding the usage and preparation of Individual or Standard Permits can be found at this link: <https://www.sas.usace.army.mil/Missions/Regulatory/Permitting/Individual-Permits/Standard-Permit/>

**Other Supporting Documentation. Please include supporting documentation in the order listed below. If any of the following items are located in the Ecology Report/Addenda, they should be removed from the report/addenda and placed in the appropriate attachment sections; notes should be inserted in the report/addenda explaining to which attachment the removed items has been placed.**

\_\_\_ Attachment 1: Supplemental Information for PCN Questions 1-18.

Question Number	Instructions
1. Is the project funded by local, state, or federal government?	These RPs are only applicable to projects funded by a government entity. Briefly state if the project is federally funded with FHWA acting as the lead federal agency or if the project is state funded with the Corps acting as the lead federal agency. See Issuance of 2018 Regional Permits for additional information.
2. Does the project involve construction of a bridge over navigable waters (Section 10 of Rivers and Harbors Act)?	If “yes,” reference correspondence with US Coast Guard (USCG) in Attachment 6: Agency Coordination. The GDOT Office of Environmental Services should be copied on documentation indicating approval of the project by USCG. This documentation can also be obtained from the GDOT Bridge Office. A descriptive summary of correspondence is not required. See Issuance of 2018 Regional Permits Section V.6 and V.7 for additional information.
3. Does the project require 408 authorization?	If “yes,” reference correspondence with the Corps regarding 408 coordination/authorization in Attachment 6: Agency Coordination. Projects that propose to temporarily or permanently affect a Corps authorized Civil Works project require written verification that the project is authorized by the RP. 408 verification by the Corps can be obtained from the Project Manager. A descriptive summary of correspondence is not required. See Issuance of 2018 Regional Permits Section V.10 for additional information.
4. Will the project impact anadromous fish waters?	If “yes,” reference correspondence in Attachment 6: Agency Coordination with the Corps, NMFS, and/or USFWS that indicates the project will have minimal impact to anadromous fish waters or their restoration. See Issuance of 2018 Regional Permits Section V.11, V.20.e, and Appendix B (Anadromous Fish Waters in Georgia) for additional information.

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5. Is the project located in a designated floodplain or floodway?	Whether yes or no, reference FEMA Floodplain Map in Attachment 3. State which resources are located within a mapped floodplain/floodway. If there are multiple flood zones on the project, state which resources are located in each. If a portion of the project is located in an area mapped as a floodplain or floodway, but there is reason to believe the area is no longer at risk of flooding (ex. damming, channel manipulation), provide justification here.
6. Is a Georgia Stream Buffer Variance required for the project?	Check “yes” or “no.” If yes, reference State Mandated Buffers section of Ecology AOE/addendum (section V.D. of General Report template) for a more thorough discussion of buffer impacts. A detailed summary of buffer impacts is not needed here.
7. Does the project involve construction or replacement of a culvert?	If “yes,” provide a narrative explaining to which jurisdictional waters any new culvert construction or culvert replacement would apply. For any culvert construction/replacement in perennial streams, the narrative should also include the following: proposed culvert type and dimensions (as well as existing culvert type and dimensions in case of replacement), depth to which the culvert inlet and outlet will be embedded in stream bottom, and the designed culvert slope along the stream channel. For perennial streams only, the longitudinal profiles and cross-sectional diagrams required under Section C.4.d-f of the 2017 Regional Conditions or VII.7.j.(4-6) of the 2018 Issuance of Regional Permits 30-35 should be included in Attachment 4 and referenced by the narrative.
8. Is compensatory mitigation required for the project?	If yes, state the number of stream and/or wetland credits required, the banks within the primary and/or secondary service areas with sufficient credits, and the current status of the credit purchase. Reference Permit and Mitigation section of Ecology AOE/addendum (Section IV of General Report template) for a more detailed description of mitigation requirements.
9. Are federally protected species present in the project area?	Check “yes” if federally listed species are confirmed or assumed within the project area or if suitable habitat for these species is present. List species for which individuals or habitat is present in the project area. State what recommended biological effect determinations were made for these species in the most recent ecology report. Also summarize any previous Section 7 coordination that was completed with FHWA, USFWS, or USACE. Reference Section III.A of the ecology report in Attachment 6 for more information.
10. Has the Corps or FHWA made a Section 7 affect determination?	If “yes,” state the date FHWA, USFWS, or USACE provided their Section 7 concurrence. Reference and attach all agency concurrence letters in Attachment 7.
11. Are cultural resources located in or near the project area?	If “yes,” state if historical or archaeological resources were identified within the project area. Also state if these resources were recommended to be eligible for the National Register of Historic Places (NRHP). This information can be obtained from the historian and archaeologist assigned to the project. If a Scope of Analysis was completed during the pre-application stage of the project, include the 106 scoping letter in Attachment 7 and reference it here.
12. Has the Corps or FHWA made a Section 106 affect determination?	Provide a summary of 106 coordination on the project. Were cultural resources identified as eligible for the NRHP by the State Historic Preservation Officer (SHPO)? If the project results in impacts to cultural resources, include any documentation of avoidance and minimization measures and any potential mitigation. Attach any relevant agency concurrence letters or coordination in Attachment 7.
13. Is the project located in tidal wetlands?	Check “yes” or “no.” No further information required.
14. Has a copy of the PCN been submitted to the Georgia CRD?	Check “yes” only if the project is located within one of the eleven coastal counties of Georgia. State: “the PCN will be transmitted to CRD concurrently” if CRD will be copied on the PCN transmittal to USACE. No further information required.
15. Has a copy of the PCN been submitted to the Georgia EPD?	This answer should always be “yes.” State: “the PCN will be transmitted to EPD concurrently” if EPD will be copied on the PCN transmittal to USACE. No further information required.

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16. Will EFH be impacted by the project? (Magnuson Stephenson Act)	Check “yes” or “no.” If “yes,” reference Essential Fish Habitat section of Ecology AOE/addendum (section III.E of General Report template). A detailed summary of EFH impacts is not needed here. Information regarding EFH impacts will be obtained from the ecology report. Attach any relevant agency concurrence letters or coordination in Attachment 7.
17. Have proposed project related impacts to aquatic resources been avoided to the maximum extent practicable? (Section 404(b)(1))	For GDOT projects, this answer should always be “yes.” Reference the attached Ecology AOE/addendum for a detailed description of avoidance measures used to minimize impacts to specific resources. For use of RP 34, include an analysis of alternatives considered following this question. Level of analysis shall vary by project type. For example, a new location roadway would require greater analysis of alternatives than a roundabout project with minor waters impacts. The project’s Approved Concept Report may contain sufficient analysis of alternatives for projects without major waters impacts. For use of RP 35, reference the findings of and outcome of the PAR review and LEDPA decision.
18. Is the project area located within 5 miles of an airport?	If “yes,” state the distance and direction to any airports within a 5-mile radius of the project.

\_\_\_\_ Attachment 2: Verification of Regional Permit Conditions:

- 1) For projects that involve road widening or other activities that would result in the relocation or modification of an aerial or buried utility line, include verification the utility owner is aware of the project. A copy of the first submission of utilities is sufficient (Section VII.7.k. of 2018 Issuance of Regional Permits 30-35).
- 2) Does the project involve in-stream temporary construction activities (i.e., jetty, bulkhead, cofferdam, or similar structure)? If yes, briefly summarize the in-stream construction activities and reference the Series 19 or 20 plans that detail these impacts in Attachment 5 (Section VII.7.k. of 2018 Issuance of Regional Permits 30-35).
- 3) Does the project involve activities to be conducted in the mainstem sections of the Savannah (0306010606), Broad (0306010401 and 0306010403), Hudson (0306010402), Oconee (0307010202 and 0307010208), or Ocmulgee (0307010313) Rivers? If so, confirm the project will not impact spawning areas for robust redhorse or sturgeon or that appropriate conditions have been placed in a Special Provision or the 404 permit to protect these areas (see Section V.20.e. of 2018 Issuance of Regional Permits 30-35 for more information).

\_\_\_\_ Attachment 3: USACE Aquatic Resources Delineation Verification or Request for Delineations Review of Aquatic Resources (ARDVRq) and Supporting Information. This includes the following:

- “Request for Corps of Engineers JD and/or Delineation Review” form, which can be found here: <http://www.sas.usace.army.mil/Missions/Regulatory/Jurisdictional-Determination/Wetland-Delineations/>
- GPS Delineation form: <http://www.sas.usace.army.mil/regulatory/documents/GPSdelineationform.pdf>
- ORM Tables: include aquatic resources table and impacts table
- Project Vicinity Map – This figure shall include (1) an inset map of the state with the project county highlighted, (2) the title of the map and (3) the project number, PI number and county. Include north arrow, scale bar, and project location in relation to the nearest town, city or highway. This map shall be projected on a county road map or USGS topographic map.

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- State and Federal Waters Map – This figure shall include (1) an inset map of the project county and surrounding counties with a point at the location of the proposed project, (2) the title of the map and (3) the project number, PI number and county. Include north arrow, scale bar, survey limits, project limits/corridor, and state and federal waters. All state and federal waters shall be labeled using call outs. Include wetland and upland GPS points for each wetland. If necessary, include inset maps for wetland/upland data points if these are not clear. This figure shall be projected on a USGS topographic map.
- State and Federal Waters Map – Same as Figure 2, on an aerial image.
- FEMA Floodplain Map – This figure shall include (1) the title of the map (3) the project number, PI number and county. Include north arrow, scale bar, and legend. Maps can be found at: [www.msc.fema.gov/portal/search](http://www.msc.fema.gov/portal/search).
- NWI Map – This figure shall include (1) an inset map of the project county and surrounding counties with a point at the location of the proposed project, (2) the title of the map and (3) the project number, PI number and county. Include north arrow, scale bar, survey limits, project limits/corridor, state and federal waters, and wetland types within the project area. All waters within the project area shall be labeled in the legend. All state and federal waters shall be labeled. This map shall be projected on a topographic map.
- Soils Map – This figure shall include (1) an inset map of the project county and surrounding counties with a point at the location of the proposed project, (2) the title of the map and (3) the project number, PI number and county. Include north arrow, scale bar, survey limits, project limits/corridor, state and federal waters, and soil types within the project area. Hydric soils within the project area shall be identified. All soil types within the project area shall be labeled in the legend. All state and federal waters shall be labeled. This map shall be projected on a topographic map. Please use USDA NRCS Web Soil Survey to download the most recent soils data available.
- \* **NOTE:** Do **not** include waters assumed to be strictly State Waters (i.e., roadside ditches, features lacking OHWM or three wetland parameters).
- \* **NOTE:** If an ARDVRq was completed prior to the PCN, replace the “Request for Corps of Engineers JD and/or Delineation Review” form with the approved ARDVRq letter provided by the USACE.

\_\_\_\_ Attachment 4: USACE 2018 SOP Mitigation Worksheets. Provide worksheets **for impacted waters only** in numerical order. This includes the following:

- Stream and/or Wetland Qualitative Assessment Worksheets
- Qualitative Worksheet Summary for Stream Adverse Impacts
- Qualitative Worksheets for Stream Adverse Impacts
- Qualitative Worksheet Summary for Wetland Adverse Impacts
- Qualitative Worksheets for Wetland Adverse Impacts
- RIBITS data that detail credit availability for mitigation banks within the project’s Primary, Secondary, and Tertiary Service Area.

\_\_\_\_ Attachment 5: Construction Plans. The following plan sheets shall be included for applicable projects:

- Plan Cover Sheet (1 series)
- All Mainline Plan sheets (13 series)
- Any relevant Staging or Temporary Access sheets (19/20 series). Do not include detour plan sheets.
- Utility Plans (24/44 series). Only include if utilities are covered in the GDOT contract and, therefore, impacts are permitted for by GDOT
- Bridge Plans (35 series), if appropriate
- Culvert plans to support Regional Conditions Survey (only if project proposes to replace or construct a new culvert in a perennial stream; See Section VII.7.j.(4-6) of the 2018 Issuance of Regional Permits 30-35).

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\_\_\_\_ Attachment 6: Ecology Assessment of Effects Reports and addenda in reverse chronological order (i.e. 2011 addendum, 2009 addendum, 2006 ecology report). **If the most current addendum addresses impacts to all waters of the US on the project (and contains the figures and tables detailing the impacts), then the older reports and addenda should be omitted.**

- \* **NOTE:** remove duplicate maps, SOP mitigation tables, correspondence with other agencies, and construction plans that were included in other Attachments to the PCN.

\_\_\_\_ Attachment 7: Agency Correspondence. The following may be required on a project by project basis:

- Section 7 concurrence letters from USFWS and/or NMFS or No Effect determinations from FHWA
- Section 106 concurrence letters from the GADNR State Historic Preservation Division
- Section 7 or Section 106 scoping letters provided by USACE (questions 9 and 11)
- FWCA concurrence from USFWS
- Documentation of EFH coordination with NMFS
- Coordination with USCG if over navigable waters (question 2)
- 408 coordination (question 3)
- Anadromous Fish waiver (question 4)
- Correspondence regarding floodplain impacts (question 5)