



**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.



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**Select the choice below that applies to the ADEM NOI<sup>1</sup> 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.



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- 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.<sup>1</sup>



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\_\_\_\_\_ 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 DESCREPA NCIES 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.**



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Additional Comments: