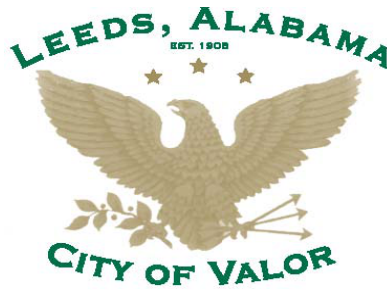


City of Leeds
1040 Park Drive
Leeds, AL 35094



(205)-699-2585
(205)-699-6558 Fax
cityhall@leedsalabama.gov

EROSION AND SEDIMENTATION CONTROL ORDINANCE PERMITS REQUIREMENTS SHEET

Single Family:

- Owner of property must come in and sign permit or have a notarized Limited Power of Attorney
- Parcel ID (if available)
- Street Address of site
- Plot plan with structure and direction of water flow and erosion/sediment control measures
- **\$100 non-refundable fee** (check payable to City of Leeds)
- **\$3,000 surety** (see below) or a current QCI or SWMA Certification is acceptable

Commercial Permits: Less than 1 Acre Disturbed area

- Owner of property must come in and sign permit or have a notarized Limited Power of Attorney
- Parcel ID (if available)
- Site Address
- **\$400 non-refundable fee** (check payable to City of Leeds)
- 3 copies of Erosion and Sedimentation Control Plan showing BMPs (Best Management Practices) from Section 5.01 and 5.02 of Ordinance to include the topography of the site before and after construction and erosion and sediment control measures. Ordinance is available for free on the Internet.
- Surety posted for site in the amount of **\$3,000/acre or fraction** of an acre (acreage to be determined by engineer). Plans that do not pass the review stage will be sent back to your engineer until they are accepted by SWMA.

Upon receipt of these items, the City has 14 working days to review the plans.

ADEM Permits: 1 Acre and Greater Disturbed area

- Contact Info: 205-942-6168 www.adem.state.al.us
- Notice of Registration (NOR - application to ADEM)
- Notice of Registration received (on ADEM letterhead, a receipt of registration has a corresponding ALH#)
- 1 copy of Erosion Control Plan
- No fee / No bond
- If you are permitting a SUBDIVISION and your company will be building lots within the subdivision, then the City MUST HAVE A WRITTEN REQUEST FROM the ADEM permit holder, for individual lot acceptance letters. These letters will need to be obtained prior to applying for a building permit. These requests may be faxed or mailed to our office.
- **NOTE:** Even though ADEM allows you to begin construction with a completed NOR application (Notice of Registration), Correct fee and BMP plan, YOU ARE NOT ALLOWED TO START CONSTRUCTION, OR LAND DISTURBING ACTIVITIES WITHOUT A SWMA ACKNOWLEDGEMENT LETTER. See requirements detailed above. (ADEM must have actually mailed you your NOR receipt for this site).

Surety Information:

The ordinance states that a surety must be posted for all permitted sites. A surety is to ensure proper re-stabilization of the ground once disturbed. Surety can be one of the following forms and made out to the city in which one is building:

- Irrevocable Standby Letter of Credit from a bank with an office in Jefferson County with automatically renewable wording in the document (you may request that SWMA fax/mail you a sample, acceptable wording).
- Performance Bond from insurance or bonding company licensed to do business in the State of Alabama (you may request that SWMA fax/mail you a sample, acceptable wording).