



Certificate of Compliance Application

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Updated **JUNE 2024**

NOTICE TO APPLICANT

This application and all required materials must be submitted to Tarra Duff in the Public Works Department at Tduff@pooler-ga.gov no less than 72 hours prior to final inspection. A final inspection will not be scheduled until all applicable testing and inspections have been submitted and reviewed.

Project Information

Development Name	Parcel Number	
Address/Location	Building Permit Number	
Project Contact	Email	Phone

REQUIRED	SUBMITTED	ITEM
		Owner's Affidavit of Project Completion form stating all work has been done consistent with the development permit and any applicable provisions of the City of Pooler Code of Ordinances
		Photographs of the entire site showing what is applicable with the project - buildings, fences, other structures, curb cuts, drive aisles, vehicle parking, bicycle parking, landscaping, etc.
		Record Drawings indicating accurate site conditions of pavement, parking spaces, utilities, structures, landscaping, and drainage submitted in both Adobe .pdf and AutoCAD .dwg formats using state plane coordinates
		Stormwater BMP As-Built Certification form, signature over seal
		Registered Engineer Project Completion form, signature over seal, stating completion of roads, parking, and utilities
		Registered Landscape Architect's or Contractor's Certification of Project Completion form, signature over seal, confirming the approved landscaping and tree planting plan is complete
		Bond calculations for any performance and/or maintenance and warranty bonds, including landscaping, roadways, utilities, etc. as applicable
		Copy of the documents that clearly set forth the ownership and maintenance provisions and responsibilities for any infrastructure improvements, amenities reflected under the approved plan, and/or any open space areas required.
		City of Pooler acceptance of completed water and sewer lines for permanent ownership, operation, and maintenance, where applicable
		City of Pooler acceptance of ownership and maintenance responsibility for dedicated roads and drainage systems, where applicable
		Any other applicable agency's or other jurisdiction's final certification, such as GDOT, Chatham County, U.S. Army Corps of Engineers, etc.

Affidavit

To the best of my knowledge, the information on this application and additional documentation is true, factual, and complete. I hereby agree to abide by all conditions of any approvals granted by the City of Pooler and understand that such conditions shall apply to the subject property only and are a right or obligation transferable by sale.

Applicant Name	Applicant Signature	Date
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Stormwater BMP As-Built Statement

Development Name	Date
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Development Address/Location

As-Built Conditions Field Verified Date	Plan Approval Date
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Owner/Developer Name	Email	Phone
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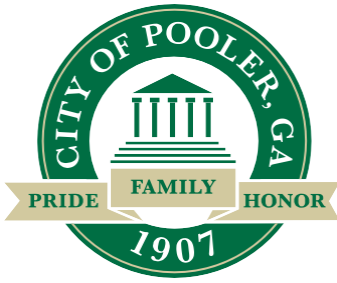
Engineer of Record	Email	Phone
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Engineer, Landscape Architect, or Surveyor's Statement

By placing my professional stamp and signature on this paper, I state that, to the best of my knowledge and based on the attached field verified information, the stormwater controls for this project were constructed in accordance with the approved design on file with the City of Pooler and with standard engineering and accepted construction practices. I further state that to the best of my knowledge, these stormwater controls meet the ordinance requirements for post-development stormwater management of the property as of the date of permit approval. Include those directly across a public right-of-way.

Engineer/Architect/Surveyor's Name	Engineer/Architect/Surveyor's Signature	Date
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Seal: 



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Stormwater BMP As-Built Statement (continued)

For each BMP, complete the following:

Note: MANUFACTURED FACILITY (Hydro-Dynamic Separator, Underground Chamber System, etc.) requires a letter of certification from the manufacturer stating the device was installed according to minimum specifications and that the device is functioning as designed.

BMP Description (type, location, etc.)

Deed Book	Page Number	Recording Date
Is the BMP located on the site according to the approved plans?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the BMP in need of maintenance (clogged inlets/outlets, sediment/trash/debris, etc.)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the BMP encumbered by a permanent easement?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the BMP oriented within the easement as per the plans?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the BMP accessible for future maintenance activities?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the Grading of the site in compliance with IRC Building Code R403.1.7.3?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

On graded sites, the top of any exterior foundation shall extend above the elevation of the street gutter at point of discharge or the inlet of an approved drainage device not less than 12 inches (305 mm) plus 2 percent. Alternate elevations are permitted subject to the approval of the City of Pooler, provided that it can be demonstrated that required drainage to the point of discharge and away from the structure is provided at all locations on the site.

ITEM	DESIGN	AS-BUILT
Runoff Reduction Volume	cubic feet	cubic feet
Static Water Elevation	feet	feet
Pond/Structure Top Elevation	feet	feet
Pond/Structure Bottom Elevation	feet	feet
OCS Crest Elevation	feet	feet
OCS Invert/Sump Elevation	feet	feet
Orifice-Type/Dimensions & Elevations		
Weir-Type/Dimensions & Elevations		
Weir Structure		
Outlet Elevation	feet	feet
Outlet Diameter	inches	inches
Outlet Pipe Diameter	inches	inches
Outlet Pipe Length	feet	feet
Outlet Pipe Invert Elev (In)	feet	feet
Outlet Pipe Invert Elev (Out)	feet	feet
Outlet Pipe Material		



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Additional Comments:

Registered Engineer's Statement of Project Completion

Development Name	Date
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Development Address/Location

As-Built Conditions Field Verified Date	Plan Approval Date
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Owner/Developer Name	Email	Phone
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Engineer/Landscape Architect Name	Email	Phone
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Registered Engineer's Statement

By placing my professional stamp and signature on this paper, I state that to the best of my knowledge, the roads, parking, drainage systems, and utilities are complete for the above referenced project per the approved plans.

Registered Engineer's Name	Registered Engineer's Signature	Date
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Landscape Architect's/Landscape Contractor's Statement of Project Completion

Development Name

Date

Development Address/Location

Site Inspection Date

Plan Approval Date

Owner/Developer Name

Email

Phone

Landscape Architect/Contractor Name

Email

Phone

Landscape Architect's/Landscape Contractor's Statement

By placing my signature on this paper, I state that to the best of my knowledge, the landscaping and tree planting are complete for the above referenced project per the approved plans.

Landscape Architect/Contractor Name

Landscape Architect/Contractor Signature

Date

Notary Name

Notary Signature

Commission Expiration

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Owner's Affidavit of Project Completion

Development Name

Date

Development Address/Location

Site Inspection Date

Plan Approval Date

Owner Name

Email

Phone

Owner's Statement

The undersigned being duly sworn and upon oath states as follows: that I am the current owner of the property which is the subject of this application, that all statements contained in this application have been prepared by me or my agents and are true and correct to the best of my knowledge, that the application is being submitted with my knowledge and consent, and that all work related to this project has been completed consistent with the development permit(s) and any applicable provisions of the City of Pooler Code of Ordinances.

Owner Name

Signature

Date

Notary Name

Signature

Commission Expiration

Seal: