

**North Carolina Division Of Water Quality
Construction Grants & Loans Section**

**Authorization To Construct (ATC) Application Form
(To Be Used On and After August 1, 2007)**

Date: _____

Permittee/Owner Name: _____

PE of Record: _____

Contact Person: _____

Engineering Firm: _____

Address: _____

Address: _____

Telephone Number: () - _____

Telephone Number: () - _____

Please Note: The following items and information must be submitted to be considered a complete application package. If any applicable item is missing the package will be returned as incomplete.

Information Is
Provided
(✓)

Remarks/Explanation

1	Letter of request for ATC from permittee/owner or authorized agent with written authorization.		
2	Brief description of the proposed project.		
3	Complete copy of the NPDES permit or public notice of a draft NPDES permit.		
4	Design capacity in Million Gallons per Day (MGD).		
5	If new or expanding design capacity is greater than or equal to 0.5 MGD, include a copy of Finding Of No Significant Impact (FNSI).		
6	Two sets of plans: signed, sealed, and dated by a NC Professional Engineer and stamped " Final Drawing - Not Released For Construction ".		
7	Two sets of technical specifications: signed, sealed, and dated by a NC Professional Engineer.		
8	Two sets each of process, design, bouyancy, and hydraulic profile calculations: signed, sealed, and dated by a NC Professional Engineer.		
9	Hydraulic profile and a flow schematic with sizes of major components on 8½" X 11" paper.		
10	Documentation that a Soil & Erosion Control permit application has been submitted to the Division of Land Resources.		
11	Residuals Management Plan for all new or expanding facilities producing residuals, or when modifying residual facilities.		

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12	Construction Sequence Plan for all modifications.		
13	110 volt GFCI receptacle and potable water source included on plans.		
14	Hydrogeologic information must be provided if a potential for groundwater contravention exists.		
15	For abandonment of WWTPs: a statement that the facility will be properly disconnected.		
16	All property lines, construction easements, permanent easements, and ROW shown.		
17	All wells within 200 feet of project shown.		
18	All houses and places of public assembly within 100 feet shown.		
19	Wetlands, watercourses, and drainage features within 50 feet of all wastewater treatment or storage facilities shown.		
20	Identify on the plans each water body's watershed classification.		
21	Plan sheets for all applicable disciplines.		
22	Reliability per NCAC 2T .0505 (I).		
23	Identify 100 year flood elevation on plans.		
24	North arrow on each plan sheet.		
25	Horizontal and vertical control on plan sheets.		
26	Subsurface investigation for new structures.		
Municipal/Public Facilities, also include the following:			
27	Engineer's Certification signed, sealed, and dated by the Engineer Of Record stating that the project complies with G.S. 133-3.		
28	Minority Business Forms for Local Government Projects.		
29	Minority Business Guide.		
30	Dispute Resolution with mediation for Local Governments.		
31	Contract Duration included.		
32	Projects funded through CG&L must include the Submittal Checklist, found under Plans & Specifications at: http://www.nccgl.net/Engineering/plans.html		