



Official Use Only	
<i>Date Received</i>	
<i>Application No.</i>	

**Riparian Buffer Authorized Encroachment
Certification of Public Notice**

Pursuant to Atlanta City Code § 74-310, a public notice and comment period is required as a condition for the grant of an authorized encroachment. Complete the following sections to certify completion of public notice.

You must return this form to the Technical Panel following the completion of the public notice and comment period for your application to receive further consideration.

Submit this form and attachments to TechnicalPanel@AtlantaGA.gov, or via U.S. Mail to:

City of Atlanta, Department of Watershed Management
Office of Site Development
55 Trinity Avenue, Suite 3400
Atlanta, Georgia 30303

Part 1: Mail Notice to Adjoining Property Owners. Notify all owners of real property adjoining the stream or wetland for a distance of 200 feet upstream and 500 feet downstream as measured from the property line contiguous to the stream or wetland. You may wish to use the City's GIS system to determine the appropriate landowners to notify <https://gis.atlantaga.gov/>. When there are special circumstances that render application of the above rule problematic (e.g. a stream is piped or begins on the property), notify *at least* all property owners of adjoining lots, including the landowners on the opposite side of the stream or wetland. List the addresses that received notice below (you may attach additional pages).

Attach the following documents as proof of compliance:

- Copies of notification form sent to adjoining property owners
- Copies of certified mail return receipts
- A map showing the properties notified by shading or cross-hatching the relevant parcels or lots

Part 2: Mail Notice to NPU President. Notify the president of the NPU (Neighborhood Planning Unit) for the subject property. A map of NPU boundaries is available at: <https://www.atlantaga.gov/government/departments/city-planning/office-of-zoningdevelopment/neighborhood-planning-unit-npu/> and contact information for NPU Presidents is available at the same link. Provide the following information:

NPU: _____ NPU President: _____

Attach the following documents as proof of compliance:

- Copy of notification form sent to NPU President
- Copy of certified mail return receipt

****NOTICE TO POTENTIALLY AFFECTED
PROPERTY OWNERS****

In accordance with § 74-310 of the Atlanta City Code, you are hereby notified that an application has been submitted for an Authorized Encroachment into the Riparian (Streambank or Wetland) Buffer for the following address:

Date of Notice: _____

Name of Notified Property Owner: _____

Address of Notified Property Owner: _____

Address of Proposed
Authorized Encroachment: _____

Applicant Property Owner Name: _____

Riparian Buffer Authorized
Encroachment Application Number: _____

A copy of the application is enclosed.

The Riparian Buffer Technical Panel will review public comments before issuing a final determination on the application. You may submit written comments within 30 days of the date of this notice to TechnicalPanel@AtlantaGA.gov, or via US Mail to:

Technical Panel
City of Atlanta, Department of Watershed Management
Office of Site Development
55 Trinity Avenue, Suite 3400
Atlanta, Georgia 30303

Applicant's Name

Applicant's Phone

Applicant's Address

Applicant's Email

****NOTICE TO NPU PRESIDENT****

In accordance with § 74-310 of the Atlanta City Code, you are hereby notified that an application has been submitted for an Authorized Encroachment into the Riparian (Streambank or Wetland) Buffer for the following address:

Date of Notice: _____

NPU: _____

Name of NPU President: _____

Address of NPU President: _____

Address of Proposed
Authorized Encroachment: _____

Riparian Buffer Authorized
Encroachment Application Number: _____

A copy of the application is enclosed.

The Riparian Buffer Technical Panel will review public comments before issuing a final determination on the application. You may submit written comments within 30 days of the date of this notice to TechnicalPanel@AtlantaGA.gov, or via US Mail to:

Technical Panel
City of Atlanta, Department of Watershed Management
Office of Site Development
55 Trinity Avenue, Suite 3400
Atlanta, Georgia 30303

Applicant's Name

Applicant's Phone

Applicant's Address

Applicant's Email

STREAM BUFFER ENCROACHMENT

Proposed at this site:

Address of Proposed
Authorized Encroachment: _____

Application Number: _____

Description of encroachment: _____

PUBLIC REVIEW IS AVAILABLE AND COMMENTS MAY BE SENT TO:

**TECHNICAL PANEL, DEPARTMENT OF WATERSHED MANAGEMENT
CITY HALL, SUITE 3400
55 TRINITY AVENUE
ATLANTA, GA 30303
404-330-6249**

or via E-mail to: TechnicalPanel@AtlantaGA.gov

COMMENTS MUST BE RECEIVED BEFORE: _____
[Date Comment Period Ends]