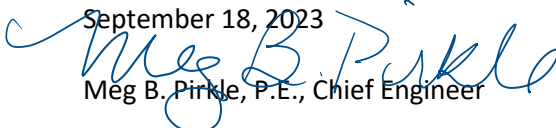




Interoffice Memo

Date: September 18, 2023
From: 
Meg B. Pirkle, P.E., Chief Engineer
To: GDOT Divisions/Offices
Subject: Submittal of Erosion Control Plans and NOI to Environmental Protection Division (EPD)

The Georgia Environmental Protection Division (EPD) is tasked with the review and approval of erosion control plans per the Georgia Water Quality Control Act. Currently submittal of erosion control plans to EPD occurs ten (10) weeks prior to the let date in preparation of the Notice to Proceed (NTP) to the awarded contractor. The Department has experienced an increase in the number projects in the last few years. Quality and the number of reviews is a concern that has elongated the process and affected resources for both GDOT and EPD.

To address quality concerns, plans needed for Stream Buffer Variance Applications must be submitted at lockdown, which is thirty-eight (38) weeks for Individual Permit or thirty-one (31) weeks Nationwide Permit/Regional Permit prior to the letting. The plan preparer must be a Level II Design Professional, and an independent reviewer's certification statement is required when plans are submitted for review. The plan preparer Level II Design Professional is required to visit the project site. The ESPC Plans Review QA Form has been added to the Final Field Plan Review (FFPR) Checklist and requires the signature of the plan preparer Level II Design Professional. Along with the No Review Guidance issued by EPD, these changes are being implemented to improve plan quality and adherence to project schedules.

The Department will also revise the Letting Schedule for Processing Projects to move the EPD submittal date to eighteen (18) weeks before the let date. This provides EPD eight (8) additional weeks for review and approval of submittals prior to letting. The Project Manager will now be responsible for submittal of the erosion control plans and NOI to EPD. The Office of Bidding Administration will track the progress of reviews to ensure timely completion for issuance of the NTP to the selected contractor. To centralize information, an administrative email box is now available for correspondence: EPDPlanReview@dot.ga.gov. The email account will be owned and monitored by Office of Bidding Administration. All correspondence to EPD for reviews shall also be sent to this email address for tracking.

This new process will be implemented starting with the January 2024 letting. Additional instructions will follow once ePlanSoft is launched for electronic plans transmittal. If you have questions, please contact Kimberly Nesbitt (knesbitt@dot.ga.gov) with the Office of Program Delivery. Thank you.

Attachment: Erosion Control Timeline Workflow

MBP:AVS:KWN

cc: Anna Truszczynski, PhD, Environmental Protection Division