



The City of Newnan, Georgia

Engineering Department

Stormwater Facility Maintenance Agreement Checklist – Last Updated 3/7/19

The following is a list of items that must be completed and submitted to the City of Newnan Engineering Department with the Stormwater Facility Maintenance Agreement Form:

1. Owner Signature (Original)
2. Notary Public Signature and Stamp (Original)
3. Witness Signature (Original)
4. Filing Fee of \$10 for first page and \$2 for each additional page. Payment must be cash, money order or business check (No Personal Checks) Payable to:
Coweta County Superior Court Clerk
5. Attach Exhibit "A" Legal Description of the Parent Tract serviced by the Stormwater Facility or Facilities. (May be a copy of the deed referenced in the Agreement)
6. Attach Exhibit "B" which includes (All shall be on 8 ½ X 11):
 - Maintenance Activities & Schedule
 - Inspection Checklist
 - Pond Certification Letter signed & stamped by GA Licensed PE
 - Pond As-Built Plat including (but not limited to):
 - Existing contours, walls, emergency spillway, 100 year ponding elevation, and all structures, pipes & components with elevations
 - 10' Maintenance Easement around Pond and/ or Structure(s) and all components of Pond / Structure(s) (including dam & pond outfall)
 - 20' Access Easement from Public Right-of-Way to Maintenance Easement
 - Legal Description to describe Access Easement & Maintenance Easement
 - Plat & Legal Description shall be stamped by GA Licensed PE

Once all items are submitted to the City Newnan Engineering Department, we will acquire the City Signature, City Attorney Signature and the additional Notary Public and Witness Signature. If you have any questions, please contact the City of Newnan Engineering Department.

City of Newnan
Engineering Department
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Website http://www.cityofnewnan.org/business/public_works/stormwater_management.php



[@CityofNewnanStormwaterMgmt](#)



Only Rain Down the Storm Drain

