



4040 S. Berkeley Lake Road, NW • Berkeley Lake, Georgia • 30096-3016  
Phone 770-368-9484 • [www.berkeley-lake.com](http://www.berkeley-lake.com)

02 November 2021

Dear Resident or Business Owner,

Every year the City of Berkeley Lake conducts an inspection of at least 20% of its stormwater system. This inspection and the subsequent annual report is required by the Georgia Environmental Protection Division and the permit issued by EPD for the city's Municipal Separate Storm Sewer System (MS4.) The facilities inspected include stormwater pipes, catch basins, headwalls, yard inlets, detention ponds and drainage ditches as well as certain businesses whose activities on-site have a potential to result in pollution of water resources. While many of the structures are associated with the public streets, some, such as detention ponds, pipes and drainage ditches, are located in easements on private properties with limited access.

Your property is being visited because either stormwater system structures located on your property have been selected for inspection or a business operating on the property meets the criteria for inspection for inclusion in the upcoming 2022 report. The inspections are being conducted by employees of the city's designated engineering firm – **Keck & Wood, Inc.**

We greatly appreciate your allowing our engineer's personnel access to your property for this purpose. Wherever necessary, we will be making repairs to structures for which the city is responsible, notifying owners of privately-owned structures that maintenance or repairs are required or recommending Best Management Practices to businesses to prevent the unauthorized discharge of pollutants into the stormwater system. Business locations that are office uses only with no qualifying activities or storage of materials will be removed from the inspection inventory for future years.

Thank you for your cooperation in this endeavor. Should you have any questions, please do not hesitate to contact me at city hall, 770.368.9484, ext. 102.

With kind regards,

Leigh Threadgill  
City Administrator