

City of Berry Hill, Tennessee
 Land Disturbance Permit Application
 General Information Form



Application Date:	
Applicant:	
Name:	
Address:	
Phone:	
E-mail:	
Property Owner: (If different from applicant)	
Name:	
Address:	
Phone:	
E-mail:	
Property:	
Address:	
Map & Parcel Number:	
Legal Description including Benchmark:	
EPSC Plan Preparer:	
Name:	
Address:	
Phone:	
E-mail:	
CPESC No.:	
TDEC Level 1 Certification Date:	
Storm Water Management Plan Preparer: (If different from EPSC Plan Preparer)	
Engineer's Name:	
Address:	
Phone:	
E-mail:	

City of Berry Hill, Tennessee
Land Disturbance Permit Application
General Information Form



Contractor and Subcontractors: (Performing land disturbing activity)			
Name:			
Address:			
Phone:			
E-mail:			
Contractor License #		Exp. Date:	
Workers Comp. #		Exp. Date:	
Name:			
Address:			
Phone:			
E-mail:			
Project Information:			
Type of project: (Residential or Commercial)	Choose an item.	Type of project:	Choose an item.
Total area of subject property:		Area to be disturbed:	
Note: If disturbed area = 1 acre or more, include a copy of the TN Construction General Permit Notice of Intent (NOI) submitted to TDEC and the Storm Water Pollution Prevention Plan (SWPPP).			
State, federal, or other appropriate permits required?	<input type="checkbox"/> YES <input type="checkbox"/> NO	Is a sinkhole present?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Note: If so, attach a copy of the permits or applications for the permits.		Note: If so, provide a copy of any sinkhole permits received from TDEC.	
Are streams located within the property boundaries?	<input type="checkbox"/> YES <input type="checkbox"/> NO		
If so, are there proposed discharges to streams with either (1) Unavailable Parameters for Siltation or Habitat Alteration or (2)	<input type="checkbox"/> YES <input type="checkbox"/> NO		
Is this site part of a Larger Common Plan of Development?			<input type="checkbox"/> YES <input type="checkbox"/> NO
Note: If so, locate streams on all plans and provide buffers as required by the storm water ordinance.			

Submit 2 copies of the plans and supporting documentation with this General Information Form. Plans must be accompanied by the following completed checklists:
Checklist 1 – General Plan Information
Checklist 2 – EPSC Plan
Checklist 3 – Storm Water Management Plan

(2). Inspections and Maintenance.

- (a) Right of Entry. The City Manager, or his designee, may enter upon any property which discharges or contributes, or is believed to discharge or contribute, to stormwater runoff or the stormwater system, stream(s), natural drainageway(s) or via any other private or public stormwater management facility during all reasonable hours to monitor, remove foreign objects or blockages, and to inspect for compliance with the provisions of this ordinance.
- (b) EPSC inspections. The land disturbance permit holder shall perform routine inspections as follows:
 - (1) Routine inspections shall be conducted by a qualified inspector.
 - (2) Disturbed areas shall be inspected in conformance with the conditions of the Tennessee NPDES Construction General Permit.
 - (3) Inspections shall be documented using the inspection forms required by the Tennessee NPDES Construction General Permit and the documentation provided to the City of Berry Hill when requested.
 - (4) All erosion prevention and sediment control measures shall be inspected to ensure that they are functioning as designed.
- (c) All erosion prevention and sediment control measures shall be maintained by the land disturbance permit holder to ensure that they are functioning as designed. Failure to maintain measures constitutes a violation of this ordinance.
- (d) Permanent stormwater management facilities inspections. Permanent stormwater management facilities shall be inspected by the land disturbance permit holder on a regular basis during construction and by the landowner after construction has been completed to ensure that they are functioning as designed.
 - (1) Inspections shall be documented and documentation provided to the City of Berry Hill when requested.
 - (2) Permanent stormwater facilities shall be maintained by the land disturbance permit holder during construction and by the landowner after construction has been completed to ensure that they are functioning as designed.

I certify that the information provided on this application is true and complete to the best of my knowledge. All provisions of law and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local laws. Construction shall be strictly according to the plans filed with the application for permit. Construction in any way at variance with the plans will be treated as justification for a stop work order, and/or order for removal, and may not be commenced without the approval from the City of Berry Hill. I have read the above, and agree to abide by the terms thereof.

Name: _____
(Owner/Agent)

Signature: _____

Comments: _____

Applicant's Name:	
Application Date:	



CHECKLIST 1
General Plan Information
(For all sites with 0.25 ac disturbance and greater)

Item #	The following information must be provided on each plan or in support of each plan submitted to the City of Berry Hill for review:	Included	Not Applicable
1	Topographic Map of subject property with contour intervals of at least two (2) feet set to scale of 1" = 50' (or other more appropriate scale as approved by the City of Berry Hill) including sufficient surrounding topography and structures to ascertain adjacent off-site drainage patterns		
2	Existing contours and conditions (i.e. existing topography and showing the outline of existing structures and pavement indicating any pavement or structures to be removed)		
3	Proposed contours and conditions (i.e. proposed topography tying into existing topography and showing the outline of proposed structures and pavement)		
4	Breakdown of existing and proposed impervious surfaces in table format		
5	Locations of existing drainage ways such as ditches, pipes, streams, intermittent streams, and wet weather conveyances, showing water quality buffers if applicable, within and adjacent to the property		
6	Locations of utility, roadway, and drainage easements within the property		
7	Designated floodways and floodplains, showing elevations		
8	Approximate limits of proposed land disturbing activity (i.e. a boundary line encompassing the location(s) of the proposed land disturbance activity)		
9	Proposed drainage network		

Applicant's Name:	
Application Date:	



CHECKLIST 2 EPSC Plan

(For all sites with 0.25 ac disturbance and greater)

Item #	The following items must be provided for all EPSC Plans:	Included	Not Applicable
1	Proposed erosion prevention & sediment control measures including calculations and construction details for installation (TDEC Sediment and Erosion Control Handbook should be used as a reference for design).		
2	Proposed construction sequence		
3	Seeding specifications, including temporary and permanent seed, soil amendments, mulch, seeding schedule and/or sod specifications and planting schedule.		
4	Construction Exit		
5	Pollution prevention measures, such as concrete washout areas and debris and trash management practices.		
6	Note requiring temporary stabilization of disturbed soils in compliance with Section 3.5.3.2 of the Tennessee General NPDES Permit for Discharges of Storm Water Associated with Construction Activities		
7	All Erosion Prevention and Sediment Control Measures sized for the 2-yr, 24-hr storm event or the 5-yr, 24-hr storm event if draining to streams with Unavailable Parameters for siltation or habitat alteration or ETWs		
8	<u>NOTE: Temporary buffers apply only on sites that require a Notice of Coverage under the CGP.</u> Temporary buffers established as follows: 15-ft for wet weather conveyance identified as Waters of the United States; 30-ft avg. with 15-ft minimum; and 60-ft avg. with 30-ft minimum if discharging to streams with Unavailable Parameters (as defined by the CGP) or ETWs		

Applicant's Name:	
Application Date:	



CHECKLIST 3

Stormwater Management Plan

Item #	The following items must be provided for on all stormwater management plans:	Included	Not Applicable
1	Locations of proposed drainage network and supporting hydrologic/hydraulic calculations ¹		
2	Proposed construction sequence		
3	Proposed permanent stormwater quantity and quality management BMP(s)		
4	Where BMPs are employed that rely on infiltration as a primary mechanism, a geotechnical study will be required to verify infiltration rates.		
5	Pre- and post-developed hydrologic and hydraulic stormwater runoff calculations must be provided which compare pre-development runoff rates to post-development runoff rates for the 2- through 100-year storm events. Required for sites that increase impervious areas.		
6	Temporary sediment basin(s) for disturbed areas draining 10 or more acres or 5 acres draining to streams with Unavailable Parameters for siltation or habitat alteration or ETWs		
7	Where an increase in the post-developed runoff rate is realized, a detailed downstream analysis will be required, and the increase in stormwater runoff must be mitigated. The downstream analysis must be conducted on all components of the receiving system to the point at which the total subject site represents 10% or less of the encompassing watershed. The analysis shall be performed for the 2- through 100-year storm events. (The City may request analysis of a shorter duration storm event as well). The analysis shall evaluate the effects of the post-developed flow increase on downstream receiving properties and structures including but not limited to roadside swales, culverts, curb and area drains, etc. The analysis shall demonstrate no adverse impacts upon the downstream receiving properties and structures including adequate hydraulic capacity of the structures. Mitigation of increased flows can consist of onsite detention, longer onsite flow lengths, and/or infiltration.		

Item #	The following items must be provided for on all stormwater management plans:	Included	Not Applicable
8	Land disturbances between 0.25 – 0.49 acre shall incorporate, at a minimum, one non-structural water quality improvement measure such as disconnected roof drains, sheet flow of impervious surface runoff, or vegetated filter strips. <u>A stormwater management plan is required for projects with land disturbance of 0.25 – 0.49 acre if the impervious area will increase compared to existing conditions.</u>		
9	Land disturbances of 0.50 acre or more shall incorporate structural or non-structural post-construction stormwater BMP(s) from the <i>Tennessee Permanent Stormwater and Design Guidance Manual</i> or other appropriate technical guidance manual.		
10	Include a Maintenance Agreement for all permanent stormwater management facilities to ensure their continued performance. These plans must identify the parts or components of the stormwater management facility that need to be maintained and the equipment and skills or training necessary to complete the maintenance. Provisions for the periodic review and evaluation of the effectiveness of the maintenance program and the need for revisions or additional maintenance procedures shall be included in the plan, per the ordinance. A permanent elevation benchmark shall be identified in the plans to assist in the periodic inspection of the facility.		
11	Waste material handling (pollution prevention measures, such as concrete washout areas and debris and trash management practices) consistent with CGP requirements.		
12	Infiltration basins, detention ponds, bioretention areas or rain gardens, and other comparable BMPs that the City Building Official deems necessary must be contained within a maintenance easement. Maintenance easements must be recorded on the plat and must completely encompass all components of each BMP as well as the access to the BMP.		
13	All permanent stormwater facilities must be located in drainage easements.		

Note:

¹ The design of minor stormwater management systems, defined as ditches, drains, pipes, etc., which collect the initial stormwater runoff shall be based on the 10-year storm frequency. The design of the major stormwater management system, defined as large storm sewers, major culverts, bridges, etc., which collect flow from the minor system shall be based on the 100-year storm frequency.