



TULLAHOMA STORMWATER MANAGEMENT PERMIT APPLICATION REQUIREMENTS

The following items all must be submitted to the Department of Public Works before a Stormwater Protection Permit will be issued for the project:

COMMERCIAL CONSTRUCTION (Less than 1 acre of land disturbance)

1. Complete Application Form (Long Form)
2. One (1) Complete Set of Site Plans including Erosion and Sedimentation Control Plan, for review(1)
3. Topographic Site Location Map (Quadrangle Map)
4. Stormwater Calculations(2)
5. Detention Maintenance Agreement Form (If Required)
6. Erosion and Sedimentation Control Bond(3)
7. Permit Application Fee

COMMERCIAL CONSTRUCTION (Greater than 1 acre of land disturbance)

1. Copy of signed Notice of Intent mailed to the Division of Water Resources (WR)
2. Copy of the Storm Water Pollution Prevention Plan (SWPPP) sent to WR
3. Items 1-7 from above

RESIDENTIAL CONSTRUCTION

1. Complete Application Form (Short Form)
2. Permit Application Fee
3. A sketch of how the house and/or other structures will lay within the lot

NOTES:

1. The initial set of plans will be used as a check set. Any comments or required changes will be marked directly on this set of plans and returned to the applicant or his engineer. Once the plans are approved by the Department, the applicant will be required to submit at least two hard copies of the plans and one electronic copy. The hard copies will be stamped as "Approved". One of the hard copies will be retained by the Department of Public Works and all other copies will be returned at the Pre-Construction Conference. The electronic copy must be submitted on a CD that is clearly labeled with the Project Name and Date.
2. The Stormwater Management Ordinance contains detailed descriptions of the requirements for stormwater calculations and site plans.
3. The Erosion and Sedimentation Control Bond does not need to be submitted with the Permit Application. An estimated cost of erosion and sedimentation controls should be included on the application form, as requested. Once you are notified that the Permit Application has been approved, a pre-construction conference will be scheduled. You will be notified of the bond amount at this time. You may bring the bond with you to the Pre-Construction Conference if it has not already been submitted.
4. The quickest way to obtain a Stormwater Permit is to submit all of the required documents listed above as one package, so the Department can perform a complete review and make a timely decision. If pieces of the application are submitted, the Department may review them, but official comments will not be issued until all documents are received. If the entire package is submitted, and revisions are necessary, only those items requiring revision will need to be resubmitted.

CITY OF TULLAHOMA
SMALL RESIDENTIAL
STORMWATER PROTECTION PERMIT

APPLICATION FORM

OFFICE USE ONLY
Permit No: _____
Date Issued: _____
Revision Date: 8/22/2019

1. APPLICANT (Please check if Applicant is the landowner or designated Agent*)

NAME _____				<input type="checkbox"/> LANDOWNER		<input type="checkbox"/> DESIGNATED AGENT*	
* LANDOWNER SIGNATURE (GIVING DESIGNATED AGENT AUTHORITY TO OBTAIN PERMITS)							
MAILING ADDRESS _____						AREA CODE / PHONE NUMBER _____	
CITY _____		STATE _____		ZIP CODE _____		Area Code / Fax Number _____	

2. SITE LOCATION

STREET ADDRESS _____				COUNTY _____			
SUBDIVISION NAME (IF APPLICABLE) _____						LOT NUMBER(S) _____	
TAX MAP NUMBER _____				PARCEL NUMBER _____			

3. PROPOSED LAND DISTURBANCE (Please attach a copy of Property Plat with Application)

PROJECT TYPE: 1. <input type="checkbox"/> New Home 2. <input type="checkbox"/> Add-On 3. <input type="checkbox"/> Garage / Shed 4. <input type="checkbox"/> Other, If Other Specify _____							
PROJECT PURPOSE _____				SIZE OF STRUCTURE (SQUARE FEET) _____		SIZE OF TOTAL LAND DISTURBANCE (SQ. FT.) _____	
PROPOSED START DATE OF PROJECT _____				PROPOSED COMPLETION DATE OF PROJECT _____			
Attached Property Plat shall contain a sketch of the location of the development.							

4. STORMWATER MANAGEMENT ITEMS

Is there a stream located within 100 feet of the proposed development?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is there a drainage ditch located within 50 feet of the proposed development?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will the development cause a significant change in the direction of stormwater flows on site?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will the development cause a significant change in the amount of stormwater flows on site?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will the development cause a partial or complete blockage of any existing watercourse?	<input type="checkbox"/> Yes <input type="checkbox"/> No

5. CERTIFICATION

I hereby acknowledge that to the best of my knowledge the information contained herein is true and correct, and I hereby agree to comply with all applicable provisions of the Codes and Ordinances of the City of Tullahoma, Tennessee.			
LANDOWNER OR DESIGNATED AGENT	PRINT NAME _____	SIGNATURE _____	DATE _____
CONTRACTOR	PRINT NAME _____	SIGNATURE _____	DATE _____

PERMIT WILL NOT BE ISSUED UNTIL SIGNED BY BOTH LANDOWNER (OR DESIGNATED AGENT) AND CONTRACTOR. CONTRACTOR CHANGES AFTER INITIAL PERMIT ISSUANCE WILL REQUIRE THAT A NEW PERMIT APPLICATION FORM BE SUBMITTED.

-----**FOR CITY USE ONLY – PLEASE DO NOT WRITE BELOW THIS LINE**-----

Permit Review Fee \$ _____	Date Paid _____
Stormwater Protection Permit Approved:	<input type="checkbox"/> YES <input type="checkbox"/> NO
_____	_____
Department Approval	Approval Date

**TULLAHOMA STORMWATER MANAGEMENT
RESIDENTIAL LAND DISTURBANCE AND STORMWATER PROTECTION PERMIT
EROSION AND SEDIMENTATION CONTROL REQUIREMENTS**

PERMITTEE: _____ PERMIT NO.: _____

EROSION AND SEDIMENTATION CONTROL REQUIREMENTS:

- NOTES:**
- 1. All sedimentation controls shall be installed prior to any land disturbance taking place.**
 - 2. Sedimentation controls are to be maintained by the permittee throughout construction.**
 - 3. Sediment that is deposited in the street must be cleaned up daily.**
 - 4. All disturbed areas must be seeded and mulched or sodded within 7 days of final grading.**
 - 5. All dirt stockpiles shall be located inside the silt fence shown in the diagram or shall be protected by additional silt fence on the down gradient side of the stockpile.**
 - 6. Sedimentation controls must remain in place until yard is seeded and mulched or sodded.**
 - 7. Expansion joint material (1/2" min) must be installed prior to concrete drive pour at each curb cut or sidewalk cut.**

ADDITIONAL NOTES: _____

SEDIMENTATION CONTROL DIAGRAM:

Signature of Person Receiving Permit and Drawing _____