

SUMNER COUNTY

LAND DISTURBANCE PERMIT CHECKLIST

Before Applying for a Land Disturbance Permit:

- For Sites on **County Roads**
 - See The Sumner County Highway Department
 - Office Hours: Mon. - Thurs., 6:30 a.m. to 5 p.m.
 - 1051 Old Highway 109 N, Gallatin, TN 37066, 615.452.2632
 - Directions:
 - Depart N Belvedere Dr. towards Long Hollow
 - Turn right onto Long Hollow Pike
 - Take ramp left for TN-109 North toward Portland
 - Turn right onto Old Douglas Rd
 - Bear right onto Old 109
 - Arrive at Highway Department on right
 - If you reach N Water Ave, you've gone too far
- For Sites on **State Roads** call *TDOT*, 615.451.5822

Land Disturbance Application:

- Warranty Deed, Site Plan, Recorded Plat/Copy of Survey, Hwy Dept. Final Approval Email
- If any portion of site is in the **Floodway or the 100 Year Floodplain**, it needs to be noted on the application
 - If in the 100 year flood, only a drive is allowed. If building, applicant needs go to the Codes office for more information
 - If in the Floodway/Flood Zone, NO DRIVE. Applicant see Codes ASAP

Installing a Construction Drive after approval of Hwy Dept:

- The construction drive must meet the following requirements:
 - Must have a geo-textile underlayment
 - With a minimum of 50 ft. in length, 12 ft. wide
 - Gravel needs to be 6 inches deep of 1½ -3½ inch rock
- A *Silt Fence* may be added to slopes, stream banks, ditches or property lines.
 - Silt fence must be trench 4"–6" into the ground and backfilled
- Mark site with Address
- Application fee-\$300 (To Sumner County Planning and Stormwater)

Greenbelt Land Disturbance Permit:

- For construction on Agricultural properties over 15 acres that are in the Greenbelt. It is required by TDEC.
- Provide with Application:
 - Warranty Deed, Hwy Dept. Receipt, Tax Card (showing in Greenbelt), and Site Plan

Maintained During Building Process:

- Sumner County Stormwater Inspector may inspect sites up to twice a week (at least 72 hours apart) and after rainfall events of 1/2 inch or greater.
- Post Permit at Road on Job Site during construction
- Maintain construction drive and silt fences

Important Dates:

- Applicant has **six (6) months** to pick up Permit from office after approval
 - If longer, they need to fill out new application because a re-inspection is required
- Applicant has **six (6) months** to start construction after receiving permit
 - If longer with no activity, application will be voided.
 - Applicant may apply for a **one-time** extension for additional 6 months at no charge
- Applicant has **eighteen (18) months** to complete job from start of construction

New Subdivision:

- Fill out a Stormwater Pollution Prevention Plan
- Fill out a Notice of Intent
- Complete TDEC Level 1 Training (OPTIONAL) www.TNEPSC.org
- NPDES Permits, Land Disturbance Permits, and ARAP permits must be posted on site.
- The SWPPP, Storm Water Inspection Form, and EPSC reports must be kept on site and stored in a weather tight container.

*Find these forms at www.sumnertn.org/Stormwater.aspx

Completion:

- On completion of job site, a permanent drive must be installed per the Sumner County Codes office
- All Culverts in the right of way of The Sumner County Hwy Dept. for County roads or TDOT for State Roads must follow their guide lines
- Sites must be Stabilized with seed and straw, straw mat, or sod

355 N. Belvedere Drive, Room 202
Gallatin, Tennessee 37066
Phone 615.451.6097 Fax .615.451.6074