

# TOWN OF SMYRNA APPLICATION FOR GRADING/EXCAVATION PERMIT



**This Application must be completed when submitting request for approval.  
Grading Permit will not be issued without completed information.**

*Prior to issuance of grading/excavating permit, an inspection must be completed by the storm water management program to insure compliance with §12-304(f) of the storm water management ordinance. The following information must be attached with this application when submitted for approval:*

1. Site Map indicating location of intended work area being submitted for grading approval.
2. Three sets of Plans showing all specifics of the grading/excavation, including location, size, materials, etc., and supporting data consisting of a soil engineering report and engineering geology report. The plans and specifications shall be prepared and signed by a civil engineer and must comply with §12-305 of the Smyrna Municipal Code.

NOTE: Once this form has been approved by the Public Works Department, an email will be sent indicating fee amount due and the pre-construction meeting time.

*Once pre-construction meeting is completed, the Grading Permit will be issued by the Building Codes Department (615) 355-5704. License information may be submitted prior to the pre-construction meeting. The following information is required to be submitted to obtain the Grading Permit:*

1. Tennessee Contractors License.
2. Workman's Compensation Insurance Certificate.
3. Town of Smyrna Business License - For Information Call Treasury at (615) 459-2553.
4. Payment for correct fee due. (Please do not pre-mail payment, instead bring to the pre-construction meeting.)

## **Applicant Information**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Street address: \_\_\_\_\_

City, state, zip: \_\_\_\_\_

Email address: \_\_\_\_\_

## **Developer/Owner Information (If different from applicant)**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Street address: \_\_\_\_\_

City, state, zip: \_\_\_\_\_

Email address: \_\_\_\_\_

Estimated Construction Cost of Grading Project \_\_\_\_\_

Location of grading/excavating (by lot, block, tract, and house and street address, or similar description that will readily identify and definitely locate the proposed building or work): \_\_\_\_\_  
\_\_\_\_\_

Purpose of grading/excavating: \_\_\_\_\_  
\_\_\_\_\_

Estimated cut & fill: \_\_\_\_\_ cubic yards. Grading/Excavating permit fee: \$ \_\_\_\_\_

Number of acres: \_\_\_\_\_ Storm water fee: \$ \_\_\_\_\_

Project name: \_\_\_\_\_

Project address: \_\_\_\_\_

Location: District \_\_\_\_\_ Map \_\_\_\_\_ Group \_\_\_\_\_ Parcel \_\_\_\_\_ Zone \_\_\_\_\_ Setbacks \_\_\_\_\_

**Contractor/Person Performing Grading/Excavating**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Street address: \_\_\_\_\_

City, state, zip: \_\_\_\_\_

Email address: \_\_\_\_\_

I have received and reviewed a copy of Smyrna Municipal Code Title 12, Chapter 3 related to grading and excavation, as well as Smyrna Municipal Code Title 14, Chapter 6 related to storm water management.

I hereby agree to comply with all of the applicable provisions of the Smyrna Municipal Code related to grading, excavation, and storm water management, as well as all other applicable federal and state laws, and local ordinances.

I hereby certify that I have read and examined this application and understand and agree that any error, misstatement or misrepresentation of fact, either with or without intention on my part, such as might, if known, cause a refusal of this approval, may constitute sufficient grounds for the revocation of such approval. I further understand that all provisions, laws and ordinances governing this type of work will be complied with at all times, whether specified herein or not. Failure to do so may constitute sufficient grounds for revocation of such approval, the issuance of a stop work order, and/or citation to municipal court or other available legal remedies.

Applicant/Permittee Signature\*: \_\_\_\_\_ Date: \_\_\_\_\_

*\*If the applicant is the authorized agent of the permittee, the applicant may be required to submit evidence to indicate such authority.*

**(FOR OFFICE USE ONLY)**

<input type="checkbox"/> Approval by Planning Commission (The director of public works may at his discretion require approval by the planning commission prior to issuance of a grading permit.) <input type="checkbox"/> Not applicable	Date: _____
<input type="checkbox"/> Plans reviewed by Director of Public Works or Designee	Date: _____
<input type="checkbox"/> Pre-issuance storm water management inspection <input type="checkbox"/> Approved <input type="checkbox"/> Denied, the following corrective action is needed: _____ _____ _____ _____ <input type="checkbox"/> Approved with corrective action completed	Approval Date: _____ Denial Date: _____  Approval Date: _____
<input type="checkbox"/> Development Agreement has been fully executed and is on file.	Date: _____

Application Fees \$ \_\_\_\_\_

Engineering Review Fees \$ \_\_\_\_\_

Permit Fee \$ \_\_\_\_\_

Storm Water Fee \$ \_\_\_\_\_