TOWN OF SMYRNA
STORM WATER (SW) MANAGEMENT PROGRAM
GRADING PERMIT PROCEDURAL REQUIREMENTS
(revised 8-1-17)

Project Name: ________________________________________________

Project Contact: __________________________________________________

NOC TNR #: ____________________ (REQUIRED for >1 acre)

Initiation Date: _______________________

[Requirements 1-13 must be completed before a pre-construction meeting can be held. Grading permits are not issued until a successful pre-construction meeting has been held.]

1. Plan Review approval
2. Planning Commission approval
3. Development Agreement is signed by town manager
4. Permanent SW Management – Maintenance Agreement is submitted
5. Stormwater Management System Operation/Maintenance agreement (exclusively for subsurface detention/treatment systems)
6. Notice of Coverage (NOC) received by Town of Smyrna (TOS)
7. TDEC sinkhole letter of approval, if needed, received by TOS - Class V Injection well permit
8. Copy of TDEC’s Level I EPSC workshop certificate received by TOS - TDOT permit(s)
9. SWPPP received by TOS - Rutherford Co. permit/bonds - ARAP permit
10. Grading Plans (3) and Storm Water calculations received by TOS
11. Grading plans (3) with calculations reviewed and signed by P.E.
12. Clearing and Grubbing may occur prior to grading permit issuance (for the installation of sediment control measures ONLY)
13. Sediment control measures are inspected/approved by SWM Coord.
14. Pre-construction meeting (bring TN Contractors Lic. & Workman’s Compensation Insurance Certificate)
15. Developer/contractor is notified of signed grading permit application
16. Grading plan and grading permit application given to Codes Dept.
17. Developer/contractor pays grading permit and SWM Program fees
18. Developer/contractor completes grading permit application/submits
19. Grading can begin

Procedures #1 - #19 were completed to the best of my knowledge:

__________________________________________________________
Gregory Upham, SWM Program Coordinator Date

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