



## CITY OF HENDERSONVILLE LAND DISTURBANCE PERMIT CHECKLIST

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<b>Applicant's Name:</b>	
<b>Application Date:</b>	

#	GENERAL REQUIREMENTS:	INCLUDED?	N/A
1	Completed Application with Application Fee		
2	Include a copy of all required permits		
	TDEC Permits (NOC CGP, ARAP, Sinkhole UIC, etc.)		
	USACE Permits (Section 404, etc.)		
	TVA Permits		
3	Plans (EPSC, Site Layout, Grading Plan, Landscaping Plan, etc.)		
4	Drainage report		
5	USDA Web Soil Survey for the subject site		
6	FEMA FIRM for the subject site		
7	National Wetlands Inventory Overlay for the subject site		
8	Stormwater Pollution Prevention Plan		

#	SPECIFIC PLAN REQUIREMENTS:	LOCATION OF REQUESTED INFORMATION	N/A
9	Show and label the 100-year floodplain		
10	Label all streams (as defined in Construction General Permit) adjacent to the site. Note if the site drains to waters with unavailable parameters (habitat alteration or siltation) or exceptional TN waters.		
11	Show and label any required buffers. Show the stream buffer sign locations. Hendersonville requires a non-average 30' stream buffer.		
12	Install High Visibility Fencing around the hydrologic features		



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13	Show the survey benchmark, property lines, ROW lines, and easements		
14	Label the roadways		
15	Show Limits of disturbance. The limits of disturbance should encompass all EPSC measures and not overlap them in the plans. Note the acreage of the limits of disturbance.		
16	Label the site outfalls. Note the acreage of the watershed to each outfall and approximate slope for each stage		
17	Note the TDEC NOC tracking number on the plans if applicable		
18	Note the FEMA information for the site. List the community map, panel number, and effective date on the plans.		
19	Add a note stating that the Site Designer must certify that all initial EPSC measures are installed per the plan and details prior to beginning grading operations. The site designer must also perform a site assessment after 30 days of construction within watershed(s) for outfalls with drainage areas greater than or equal to 10 acres (or 5 acres if draining waters with unavailable parameters for siltation or habitation alteration or to ETWs).		
20	Add a note stating the Contractor is required to sweep the streets daily when construction is active where the construction exit(s) are located		
21	Add a note stating that all disturbed areas must be stabilized within 14 days of any stoppage in work to the area		
22	Add a note stating that all slopes 35% or steeper shall be stabilized with EPSC matting or sod. Slopes steeper than 35% must be stabilized within 7 days of stoppage in work to the area.		
23	Add a note stating that the Contractor shall repair/replace any EPSC measures that are failing or in disrepair as indicated on the Twice Weekly TDEC Construction Inspection Report (Appendix C of the Construction General Permit) and/or when notified by the City Stormwater Inspector		
24	Add a note stating that dewatering practices comply with the TDEC BMP Manual's dewatering criteria		
25	Add a note stating the proposed construction sequence – A description of when EPSC measures are to be implemented in relation to construction milestones and how permanent stormwater control measure(s) (SCMs) will be protected during construction		



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#	<b>COVER SHEET:</b>	<b>INCLUDED?</b>	<b>N/A</b>
26	Include the project name and site address		
27	Include Owner and Engineer's Information		
28	Provide a vicinity map with north arrow		

#	<b>EXISTING CONDITIONS / DEMOLITION SHEET:</b>	<b>INCLUDED?</b>	<b>N/A</b>
29	Existing Topography		
30	Tree Survey and Tree Removal (To be reviewed by Planning Department)		
31	Existing utilities & easements (storm sewer, gas, electric, sanitary sewer, etc.)		
32	Sufficient survey downstream of outfalls is required to assist in reviewing potential impacts		

#	<b>EPSC STAGE 1 PLAN (PRE-DEVELOPMENT CONDITIONS):</b>	<b>INCLUDED?</b>	<b>N/A</b>
33	Show and label the existing contours		
34	Show the existing site features and stormwater system		
35	Show the existing forest line		
36	Show any haul roads		
37	Show any stream crossings		
38	Show any parking areas, and/or equipment staging areas that may be required prior to the roadway installation. Provide appropriate pollution prevention measures such as fuel tank secondary containment.		
39	Provide perimeter EPSC measures		
40	Provide the construction exit(s) (include a sight triangle)		



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41	Provide concrete wash-down location		
42	Provide any required sediment basins or traps		
43	Locate stockpile areas. Provide EPSC measures around stockpile locations.		
44	Provide outlet protection for all concentrated discharges		
45	Provide check dams in all channels receiving drainage from disturbed areas. These do not always need to be rock check dams. Specify weir height and spacing.		
46	Provide all other EPSC measures required to control sediment during the initial stage of construction		

#	EPSC STAGE 2 PLAN:	INCLUDED?	N/A
47	Intermediate contours are required for Pre-Roadway Binder Conditions for projects with roadways to be dedicated to the City		
48	Show and label the existing and proposed contours		
49	Show the proposed site layout as it will exist during pre-binder conditions. Include the outline of the roadway		
50	Show the proposed stormwater features and any existing stormwater features to remain		
51	Adequate perimeter EPSC measures, the construction exit, and concrete wash-down locations must remain in place		
52	Sediment basins/traps should remain in place unless replaced by permanent detention ponds		
53	Sediment should be controlled as close to the disturbance as possible to prevent sediment travelling across the site. Perimeter EPSC measures should be considered secondary treatment.		
54	Provide inlet protection for all proposed inlets that will receive flow at this stage		
55	Provide outlet protection for all concentrated discharges		
56	Provide check dams in all channels receiving drainage from disturbed areas		



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#	<b>EPSC STAGE 3 PLAN (POST ROADWAY ASPHALT CONDITIONS):</b>	<b>INCLUDED?</b>	<b>N/A</b>
57	Show and label the existing and proposed contours		
58	Show the final site layout including all stormwater infrastructure		
59	The concrete wash-down location should remain in place		
60	Provide “FlexStorm Catch It” (or equivalent as approved by the City) inlet protection for all inlets		
61	Provide any temporary EPSC measures that could not be installed until Stage 2 was complete		
62	Note which EPSC measures show in Stage 3 are permanent (such as culvert outlet protection). Call-out all stabilization measures for the site. Include seeding specifications, including temporary and permanent seed, soil amendments based on site specific soil test(s), mulch, seeding schedule and/or sod specifications and planting schedule.		

#	<b>EPSC DETAIL SHEETS:</b>	<b>INCLUDED?</b>	<b>N/A</b>
63	Provide details for all EPSC measures show in Stages 1-3		
64	Details must meet minimum design criteria specified in TDEC EPSC Handbook		
65	Provide a stream buffer sign detail		

#	<b>DRAINAGE REPORT (STAMPED AND SEALED):</b>	<b>INCLUDED?</b>	<b>N/A</b>
66	Include drainage areas to EPSC measures. For example: most down gradient check dam within ditch, each contiguous section of silt fence, sediment trap, sediment basin, diversion ditch, slope drain, inlet protection, outlet protection.		
67	Label the time of concentration, CN Value (or “c” factor), flow arrows, labeled contours, and the drainage area to each outfall on a drainage map.		
68	Provide a plan to mitigate any increased runoff to an outfall		



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#	<b>CHECK DAM CALCULATIONS:</b>	<b>INCLUDED?</b>	<b>N/A</b>
69	Ensure channels with check dams have the capacity to convey the 2-year 24-hour storm (or 5-year 24-hour storm if draining to waters with unavailable parameters for siltation or habitat alteration or exceptional TN waters) without overtopping the channel		
#	<b>SEDIMENT TRAP AND SEDIMENT BASIN CALCULATIONS:</b>	<b>INCLUDED?</b>	<b>N/A</b>
70	Sediment traps/basins must be able to treat the 2-year 24-hour storm (or 5-year 24-hour storm if draining to waters with unavailable parameters for siltation or habitat alteration or exceptional TN waters)		
71	Provide calculations showing sediment traps/basins can safely pass the 25-year 24-hour storm		
72	Include stage/storage tables to show the 2-year 24-hour, 5-year 24-hour, and 25-year 24-hour stormwater elevation in the sediment trap/basin meets the requirements of the TDEC BMP Manual		
#	<b>DIVERSION DITCH CALCULATIONS:</b>	<b>INCLUDED?</b>	<b>N/A</b>
73	Provide calculations showing ditches are designed to handle the 2-year 24-hour storm (or 5-year 24-hour storm if draining to waters with unavailable parameters for siltation or habitat alteration or exceptional TN waters)		
74	Note the ditch dimensions, slope, manning's n, stabilization method and velocity		
75	Provide supporting calculations for erosion resistance		
#	<b>TEMPORARY CULVERT CALCULATIONS:</b>	<b>INCLUDED?</b>	<b>N/A</b>
76	Provide size and quantity along with supporting calculations		
#	<b>OUTLET PROTECTION CALCULATIONS</b>	<b>INCLUDED?</b>	<b>N/A</b>
77	Provide size and material along with supporting calculations		



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#	<b>SILT FENCE CALCULATIONS:</b>	<b>INCLUDED?</b>	<b>N/A</b>
78	Demonstrate each contiguous section of silt fence has a minimum of 100 LF of silt fence per ¼ acre of drainage area (maximum drainage area slope of 10%). Only silt fence parallel to the contours should be used in the calculation.		

  

#	<b>TOTAL PROPOSED PERVIOUS/IMPERVIOUS SURFACE AREA:</b>	<b>INCLUDED?</b>	<b>N/A</b>
79	Provide a chart including the total proposed pervious/impervious surface area for the final phase of the project. The chart shall include the total surface area of the parcel in square feet with square footage totals for impervious and pervious area.		

Note 1: All projects are to provide, at a minimum, the items specified in this EPSC Plan Review Checklist and must meet or exceed the requirements of the TDEC EPSC Handbook. Check the City of Hendersonville Stormwater website for the most recent Land Disturbance Permit Checklist.

Note 2: Prior to release of the land disturbance surety, submittal of an As-Built for Stormwater Management Facilities, Maintenance Plan and Inspection and Maintenance Agreement will be required. (Required criteria can be found in City Ordinance 18-307). Recording the Inspection and Maintenance Agreement is the responsibility of the property owner.

Note 3: The City's temporary and permanent minimum water quality riparian buffer requirements changed on 5/25/2021. Review City Ordinance for new criteria for temporary and permanent water quality riparian buffers.

Revision:

8/20/2021- Item #8 Changed from Inspection and Maintenance Agreement to SWPPP. Note 2 & 3 added.