

## Transitional Lot Site Plan Checklist

The following items are to be included or addressed on the Site Plan.

**CHECK ALL THAT APPLY:**

- Plans stamped and signed by a Tennessee registered Professional Engineer or Landscape Architect
- Name and phone number of Builder and the Owner (if other than the builder) shown on the plan
- Email address for design engineer or landscape architect shown on the plan or submitted with plan to the City Engineer
- Building footprint matches house plans
- Current Field Run Topography with 2' contours and actual elevations based on benchmark
- Limit to one page if possible, two pages if necessary
- Scale 1:20 standard, other engineering scales as necessary for unique sites. Use blow ups of smaller areas on a second page if necessary
- Vicinity Map with legible street names
- Subdivision, Lot number, and Zoning in title block and labeled in plan view (use address if no subdivision)
- Adjacent lot numbers and parcel data if available
- Label streets and show right-of-way width
- Include recorded plat book and page number in title block
- Dumpster location shown with accessible route by transport
- Standard Details per Brentwood and/or TDEC specifications:
  - Silt Fence or other appropriate EC BMP's, e.g., check dams (TDEC approved details)
  - Temp Construction Entrance (Use ASTM #1 Stone and Filter Fabric Underneath. Minimum 12'W x30'L for single lot is acceptable.)
  - Tree Protection (1.5 times larger than drip line)
  - Retaining wall (if applicable) stamped by a P.E.
  - Driveway ramp
  - Typical drainage swale
  - Underground drainage infrastructure
  - Others as necessary
- Property Lines with bearings distances (check against recorded plat and explain if differs)
- Building Setbacks, Easements, and all public utilities shown, labeled and dimensioned
- Proposed Contours labeled and distinguishable from existing contours (also labeled)
- Spot Elevations shown where necessary use; TW/BW designations for retaining walls
- Driveways:
  - Label driveway width (Max 20', Min 10' unless more than 500' long then 12')
  - Slope (20% max for hard surface and 10% for gravel, 5% max cross slope)
  - 6" rise in driveway from edge of pavement to R.O.W.
  - Minimum inside turning radius for any curve section of a driveway = 20 feet, and the minimum overhead clearance for vehicles = 14 feet.
  - Grade break from drive entrance to driveway must be passable for typical car
  - 30' driveway apron in front of garage as measured from face of brick, or 24' if a 10'x12' dovetail is utilized for turnaround
- Retaining Walls:
  - Max height 10' inside the buildable area, 6' outside the buildable area. (Measured on exposed face)
  - Provide the retaining wall design, stamped by an engineer, for walls that are 4 feet or taller (per code sec. 78-14, height measured from the top of the wall to the finished elevation grade at the bottom.)
  - Show retaining wall design detail on plan
  - Note on plan that walls greater than 4' in height must be inspected by a licensed P.E.
  - Guard rails or fencing req'd for all walls with a grade change in excess of 30" for walls attached to house
  - Guard rails, fencing or planted hedging required for all walls with a grade change in excess of 30" for walls detached from house

- Drainage (for sites requiring underground drainage systems, including culverts and bridges)
  - o Drainage infrastructure should be designed by a professional engineer and per Article 6.10 of Subdivision Regulations
  - o Hydrologic and hydraulic data should be shown on the plan (e.g., pipe/culvert length and section dimensions, acreage entering, design flow, flow capacity, slope, material, etc.)
  - o Drive culverts and other pipe entrances/outlets require headwalls/endwalls and proper armament at discharge
- Dimension from property lines for all improvements, 5' Min. (Driveways, retaining walls, fences, HVAC, etc.)
- Grades in excess of 3:1 labeled and method of stabilization noted. Refer to note/detail in plan view.
- Areas/locations of Tree Protection shown in plan view
- Erosion Control shown on plan along with legend and/or annotations
- HVAC Pad shown
- All Sidewalks and Patios shown, labeled and dimensioned
- Sidewalks along the street and handicap ramps shown if applicable
- Lot line swales designed and shown via contours if possible or by lines with arrows for flatter lots (i.e., swales that fall on contours between those shown)
- Water meter location shown
- Sewer stub-out shown (check FFE vs invert; if grinder pump, pump location and service line alignment to main)
- All Site Calculations:
  - o Building coverage calculations (Max 25%)
  - o Green space coverage calculations (Min 40%)
  - o Basement coverage calculations (Percentage of perimeter covered by adjacent turf above ½ of basement height. Min. = 50%.) Coverage to be calculated as follows: Linear Feet of basement perimeter covered / Linear Feet of total perimeter of basement, shown in %. Walls interior of bldg footprint considered covered.
- Site Elevations:
  - o FFE
  - o Garage
  - o Basement (if applicable)
  - o Minimum LFE (if applicable)
  - o List tallest height of building from lowest adjacent grade (max. = 52')
- Permit Holder Signature Block signed and dated (See page 4. Available in WORD upon request)
- Open Space, buffers, etc. (if applicable) should be noted as to be protected during construction
- Notes:
  - o Builder to call Brentwood Engineering Department for initial erosion control inspection (615-371-0080) prior to issuance of a permit
  - o All retaining walls greater than 4' will be designed and inspected by a licensed professional engineer and certified in writing prior to issuance of a Certificate of Occupancy
  - o A Temporary Certificate of Occupancy will not be given for grading and drainage related issues
  - o All retaining walls with height in excess of 30" require safety rail or barrier as per Brentwood code
  - o The maximum grade of any portion of a driveway shall not exceed 20% for paved surfaces and 10% for unpaved surfaces, with a maximum cross slope of 5%
  - o All driveways with 15% or greater longitudinal slopes and/or 5% or greater cross-slopes shall be profiled and sectioned by a TN R.L.S. and approved by the City Engineer prior to issuance of a certificate of occupancy.
- Driveway As-Built Survey Guidelines:
  - Survey shall show spot elevations along both sides of the driveway at locations perpendicular to the travel path. Spacing between spot elevations along the travel path shall not exceed 12'. Distance between spot elevations along the travel path shall be shown as well as slope between spots shown as a percentage. Survey shall be to a standard scale and sealed by a Registered Land Surveyor or Licensed Professional Engineer licensed to practice in the State of Tennessee.

SUBDIVISION: \_\_\_\_\_ LOT NUMBER: \_\_\_\_\_

**PERMIT HOLDER ACKNOWLEDGEMENT**

I ACKNOWLEDGE THAT THE CITY ENGINEER MUST APPROVE ANY DEVIATIONS FROM THE APPROVED SITE PLAN. THE CHANGES SHALL BE SUBMITTED ON A REVISED SITE PLAN. VERBAL APPROVAL MAY NOT BE GIVEN.

I ACKNOWLEDGE THAT ALL GRADING AND DRAINAGE AS PER APPROVED SITE PLAN SHALL BE 100% COMPLETE UPON FINAL INSPECTION. CERTIFICATE OF OCCUPANCY WILL NOT BE ISSUED UNTIL 100% COMPLETION IS ACHIEVED.

I, \_\_\_\_\_ HAVE READ AND REVIEWED THIS SITE PLAN.

NAME OF PERMIT HOLDER

\_\_\_\_\_  
DATE



# CITY OF BRENTWOOD

## EROSION PREVENTION AND SEDIMENT CONTROL CHECKLIST

ENGINEERING DEPARTMENT – 1750 GENERAL GEORGE PATTON DRIVE – (615) 371-0080

FIRM NAME / APPLICANT			PROPERTY ADDRESS		
ADDRESS			SUBDIVISION / SECTION		LOT NO.
CITY	STATE	ZIP	PHONE NO.	BUILDING PERMIT NO.	

The following pre-construction Erosion Prevention and Sediment Control (EPSC) Best Management Practices (BMPs) must be correctly installed **prior** to the initiation of the disturbance activities:

- A temporary construction access of ASTM #1 Stone with filter fabric underlain must be installed to prevent offsite tracking
- Silt fence and/or other TDEC approved sediment controls must be installed along topographical contours and down slope of the area to be disturbed.
- Where applicable, inlet protection for nearby storm sewer curb and drop inlets must be installed.
- Restroom facilities for construction employees must be placed or made available onsite.
- A standalone sign bearing the subdivision lot number and other pertinent identification shall be erected on site.

**The following EPSC BMP's must be installed, maintained or performed until the project is completed:**

- All areas to remain undisturbed along streams, rivers, and ponds must be protected to avoid erosion of banks and infiltration of silt. High visibility fencing shall be installed along limits of such stream or natural area buffers
- Topsoil should be stripped from all cut and fill areas to a minimum depth of six (6) inches, and stockpiled for later distribution over final graded turf areas. **Silt fence must be installed around the base of the stockpile to prevent erosion and the stockpile shall be stabilized to prevent erosion.**
- Stabilization measures must be performed within fourteen (14) days in portions of the site where construction activities have temporarily or permanently ceased (7 days for portions of the site that have slopes 35% or steeper). Straw mulch is required for all permanent vegetation applications and must be applied immediately after the application of seed. The application rate for mulch is 2 tons per acre with overall uniform soil coverage of 70%. All mulch must be anchored. Inspections of all control measures and disturbed areas must be performed at least twice every calendar week at least 72 hours apart. Inspections must be documented using the TDEC Construction Stormwater Inspection Certification (Twice-Weekly Inspections) (CN—1173) form. An inspection of downstream properties, to determine if the land disturbance plan is effective, is also required per Section 56-13 of the Stormwater Ordinance.
- Based on the inspection results, inadequate control measures or control measures in disrepair must be replaced, modified, or repaired as necessary before the next rain event, but in no case more than 7 days after the need is identified.
- Sediment must be removed from silt fence and other sediment controls when design capacity is reduced by 50%.
- Sediment that has escaped the construction site and has collected in the street or drainage structures must immediately be physically removed. **This requirement shall remain the responsibility of the permit holder until the project is accepted by the City of Brentwood.**
- All damage to existing pavement, drainage structures and curbs resulting from new construction must be repaired or replaced with approved materials at the builder's expense.
- All trees designated to remain must be protected with high visibility fence or similar. Heavy equipment will not be operated or parked, nor materials handled or stored, within the drip lines of trees.
- Roof downspouts must discharge onto splash blocks to prevent erosion. If downspouts are routed through drain lines, the system must not discharge directly into the street or drainage system.
- Building and waste materials, and non-storm water discharges, such as concrete or paint wastewater, must be managed to prevent them from entering the storm water system or nearby water body.
- **Provide documentation showing the builder has signed onto the developer's NOC/SWPPP as required by TDEC.**
- **All erosion control measures should be installed per the approved Transitional Lot Site Plan.**

***I certify that I have reviewed this document and understand the erosion prevention and sediment control requirements herein. I understand that these requirements will be inspected and enforced by the City of Brentwood and failure to comply may result in the issuance of a "Stop Work Order" until compliance is accomplished.***

Name	Date
------	------