CITY OF GERMANTOWN

TENNESSEE

1920 South Germantown Road, Germantown, TN 38138-2815
Phone (901)757-7281 Fax (901) 757-7526 www.germantown-tn.gov

To: All Building Permit Applicants (Builders)
From: Economic and Community Development, Division of Engineering
Date:

RE: Homebuilder Stormwater Guidelines

Please be advised as of September 2, 2008, all **home builders/applicants** will be required to complete and sign this form at the City of Germantown's Economic and Community Development office prior to Memphis/Shelby County Office of Construction Code Enforcement issuance of each building permit for new home construction. Prior to approval, the **home builder/applicant**, shall provide the City of Germantown with a copy of TDEC's Notice of Coverage; obtain a copy of the approved subdivision Grading and Drainage Plan and install all erosion control devices prior to any grading, clearing and/or any other construction activity. A copy of the Grading and Drainage Plan may be obtained from the City of Germantown, Division of Engineering, at a cost of $5.00 dollars per sheet or from the Subdivision's developer.

It is the responsibility of the **builder/applicant** to grade each lot according to the Grading and Drainage Plan and to construct the necessary swales to provide proper drainage. Furthermore, it is the responsibility of the **builder/applicant** to take into consideration adjacent topography when grading a lot, to ensure proper drainage around the building and across the lot. All grading work performed by the **builder/applicant** shall be done so that proper drainage is established and can be maintained by future owners. Adjacent lots, parcels, tracts, parks, streets or any other feature shall not be adversely affected by sediment.

The minimum Finished Floor Elevation (FFE) for a lot, if established, will be shown on the recorded subdivision plat. The **builder** may increase the FFE as necessary to ensure proper drainage, but in no case shall the FFE be constructed at a lower elevation than the minimum shown on the plat.

Builders/applicants are required to complete and sign this form prior to starting site work. By signing this form, the **builder/applicant** agrees to comply with the responsibilities and requirements described herein.

For questions concerning this policy contact:

Tim Bierdz, City Stormwater Manager at 757-7281
Mac Mixon, City Construction Inspector at 482-3498

Sincerely,

Tim Gwaltney

Tim Gwaltney, P.E.
City Engineer

Subdivision: _____ Phase/Section: _____ Lot #: _____

Building Permit Applicant: _____

Company Name/Address: _____

Phone/Cell Phone: _____ Fax: _____ Email: _____

Minimum FFE: _____ Date: _____

Signature of Building Permit Applicant: _____

NPDES Tracking No.: _____

Engineer's Approval: _____ Date: _____